

By-law (13): Union Representatives

This By-law sets out the various ways in which Union members have their views represented externally within the University of York and within the National Union of Students. This includes details of how representatives to NUS events are chosen and which University committees Officers and other representatives attend and how they report on them within the Union.

University Committees

1. The Students' Union is entitled to send representatives to a number of University Committee meetings. The University sets out who the Union can send to these meetings in each of the committees' Terms of Reference. The majority of these positions are held *ex officio* by Full-time Officers as shown in Appendix A.
2. In some circumstances, members of the Students' Union can be elected specifically for the purpose of attending a given University Committee – these positions are shown in italics in Appendix A and their election shall be conducted in line with the principles set out in By-law [ELECTIONS].
3. The University may from time to time set up working groups and other non-permanent committees which are not detailed in the Appendix A, the membership of which shall be decided by the University on an *ad hoc* basis.
4. A full list of University Committees, their Terms of Reference and descriptions of the committees is available on the University of York website.
5. As detailed in Appendix A, a report on the business of the University Committee shall be made by the Union representatives, with the first representative listed for that committee having primary responsibility for ensuring that this is done.
6. The report should cover the issues discussed within the meeting which will directly or indirectly impact upon the student experience.

NUS National and Extraordinary Conferences

7. As a member of the National Union of Students, the Union is entitled to send delegates to various conferences and events held by the NUS, including National, Regional and Extraordinary Conferences.
8. The President shall be responsible for publicising the opportunity to represent YUSU at NUS National, Regional and Extraordinary Conferences, and for ensuring it is open to all ordinary members.
9. The size of the delegation is determined by the National Union of Students based on student numbers at the University of York.

10. The Union President shall be an *ex officio* member of the delegation where provision for such a delegate is allowed in the NUS governing documents.
11. The remaining allocation of delegates shall be filled by cross campus ballot as outlined in By-law [ELECTIONS].
12. If the Union President is an *ex officio* member of the delegation he or she shall be Delegation Leader, otherwise members of the delegation shall nominate a Delegation Leader from among their number.
13. All delegates representing YUSU at an NUS event must vote in line with Union Policy or, where applicable, a specific mandate from the relevant Union Assembly.
14. Union representatives at NUS events are covered by the regulations within By-law: [YUSU Code of Conduct] and should act in a way that upholds the reputation of the Students' Union and the University of York.

NUS Zone Conferences

15. The following Officers shall be entitled to represent the Union at the relevant Zone Conference:
 - 15.1. Higher Education: Academic Officer;
 - 15.2. Welfare: Welfare Officer;
 - 15.3. Union Development: Union President;
 - 15.4. Society and Citizenship: Student Activities Officer;
16. Any Officers named above shall be allowed to nominate another Officer of the Union to go in their place if they are unable to attend.

NUS Liberation Conferences

17. The relevant Campaign Network shall conduct elections for Liberation Conference delegations, which must be elected in accordance with the eligibility requirements set out by the conference organisers, with a secret ballot to determine who shall attend if there are more candidates than delegate places.
18. The Officer who convenes the Campaign Network shall be responsible for publicising the opportunity to attend relevant NUS Liberation Conferences as soon as details of the event have been received from the NUS.
19. The Officer who convenes the Campaign Network shall attend the relevant NUS Liberation Conference as an *ex officio* delegate and shall be the Delegation Leader, provided the means by which they were elected meets the self-definition

requirements as set out by the relevant NUS Campaign.

- 19.1. If the Officer is not eligible to attend *ex officio* they shall be entitled to stand as a candidate for elections to the delegation and the members of the delegation shall select a Delegation Leader from among themselves if required.
20. The Officer who convenes the Campaign Network shall ensure that an Open Meeting is held at which members of that Network can propose motions to be submitted to the NUS Liberation Conference by the YUSU delegation.
21. Following a NUS Liberation Conference the Delegate Leader shall deliver a report to an Open Meeting of the relevant Campaign Network, which shall also be published online at the earliest opportunity;
 - 21.1. Such reports shall respect the 'House Rules' of the Conference in question, especially with regard to the identification of delegates from other Unions.
22. Union representatives at NUS events are covered by the regulations within By-law [YUSU Code of Conduct] and should act in a way to uphold the reputation of the Students' Union and the University of York.