

POLICY BOOKLET

(Updated 18th November 2015)

All Policy remains in force for the duration of the academic year in which it is adopted and for the following academic year, at the end of which period it shall lapse unless re-affirmed by Union Council. The end of an academic year is taken to be 31st August.

This booklet contains all policies adopted by meetings of Union Council and a note of the date when the policy shall commence, lapse or when the policy was reinstated.

If any member of Union Council has any questions on any of these policies, please contact the Chair of Union Council or the President via any Students' Union Reception.

THE UNIVERSITY OF WOLVERHAMPTON STUDENTS' UNION POLICY ON EQUALITY OF OPPORTUNITY

Our Mission Statement:

The University of Wolverhampton Students' Union (hereinafter 'this Union') exists to represent students, developing the equal allocation of services and opportunities in a safe environment, with an aim to promote the confidence and potential of all involved with our Union.

Aims & Objectives:

- The Union shall promote equality of opportunity and provision of services regardless of an individual's background.
 - The Union aims to recognise and respect the individuality of all its student members.
 - The Union aims to encourage equal provision of opportunities and access to services across all sites.
 - The Union aims to provide a safe environment for all students; free from harassment and/or discrimination.
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Equal Opportunity and Intolerance

In recent years the Union has noted an increase in the activity of fundamentalist groups across the education sector. Reports from other Students' Unions and from NUS suggest that a number of groups are active on campuses across the UK whose ideology and materials conflict with UWSU policy on equality of opportunity as enshrined within our mission statement and aims and objectives.

While the Union aims to "recognise and respect the individuality of all members", the Union must not permit this individuality to be discriminatory or to cause offence or fear within any other group of the membership.

This Union must work towards promoting understanding between sectors of the student community and should not accept or support racial or religious intolerance at any level. Tolerance must be extended towards all groups of students or sectors of the community as outlined in aims and objectives 1 (a).

For example:

Groups such as the British National Party would not be permitted to be active within the confines of this Students' Union due to the nature of their opinions and ideologies. Where they may attempt to introduce materials through another organisation, individual, group, club, sector or society, this policy empowers the Executive Committee to deny support or access to Union services or facilities where there would be any conflict with our equal opportunities statement or procedures laid down within this policy document.

Procedure:

- The Union will not support any affiliation, directly or through a ratified club, society or sector to any organisation, group or individuals that seek to promote intolerance against the content of our equal opportunities statement.
- The Union will not support the production of any materials, either directly or through a ratified club, society or sector, that seeks to promote intolerance against the content of our equal opportunities statement.
- The Union will actively exclude from our premises, services or facilities any organisation; group or individuals that seek to promote intolerance against the content of our equal opportunities statement.
- The Union will ensure that any speakers or demonstrators demonstrating known racist, fascist, homophobic, sexist and so-forth behaviour, will only be permitted to speak as part of a balanced debate organised by the Executive Committee. Such a debate must not be organised by anyone other than the Executive Committee. For example, a society will not be allowed to have a member of a fascist group, such as the BNP, as a speaker. However, the same speaker can have a platform if it is part of a balanced debate organised by the Executive Committee.
- Any individual or ratified Union club, society or sector that acts against the content of our equal opportunities statement will be suspended with immediate effect, pending a full disciplinary investigation.
- The Union should actively campaign to promote tolerance within student groups and publicise the Equal Opportunities Policy Statement as widely as possible. Subject to their approval, these additional conditions should be promoted to all affected groups.

Equal Opportunity in Provision of Services

This policy sets out how Students' Union will promote a policy of equality in the services provided, management of activities and in its employment and personnel practices. To ensure this becomes a reality we are adopting a programme of action, which this policy details.

Equal Opportunities Statement:

"The Students' Union is committed to ensuring that, wherever possible, we guarantee the equality of opportunity of all Union members, staff members and bona fide guests and visitors within the Union premises and the University.

The Students' Union will work to comply with all anti-discrimination legislation, including the Equality Act 2010 which protects people from age, sex, race and disability and sexual orientation discrimination and the Sentencing and Punishment of Offenders Act of 2012.

In seeking to guarantee equality, it will be the explicit aim of the Union to eradicate, wherever possible, the prevalence and acceptance of prejudicial and intolerant

attitude to its members and staff, whether displayed by staff, students or visiting members of the public.”

To this end, the Union shall:

Service delivery:

Aim to make services as accessible as possible, including:

Publicity of services:

Ensure that all staff, students and visitors are aware of the policy by publishing and distributing this policy on the Students’ Union website.

Monitoring service users:

To conduct monitoring of student usage of services as far as possible to ensure that no group is excluded through primary research.

Campaigning:

To strongly support the liberation campaigns of all sectors of society outlined within this policy and campaign against oppression of such sectors of society as and when it may occur.

Challenging discriminatory behaviour from and towards clients:

Be at all times self-scrutinising in searching out attitudes and behaviour that contravene this policy.

Right to withdraw services/facilities:

Display an attitude of “zero tolerance” to discriminatory behaviour within the Union and its membership.

Staffing:

UWSU aims to ensure that the equal opportunities policy underpins all its employment policies and procedures and has established the following guidelines within our recruitment and selection process:

Recruitment and selection:

- All jobs will be advertised internally and externally concurrently, just internally or just externally.
- As far as possible all jobs will be advertised internally and externally concurrently.
- The criteria for selection and progression are determined solely on the basis of requirement of the job.
- People are selected and appointed solely on the basis of their relevant, assessable experience and abilities.
- All members of the selection panel will have knowledge of, and be expected to demonstrate an understanding of, the equal opportunities policy.
- Any complaints made by applicants for vacancies, who consider they have been discriminated against, will be investigated.
- With reference to internal promotion opportunities, selection will be based on the requirements of the post in question and in line with the recruitment and selection policy.
- Applications will include equal opportunities monitoring.

- Conditions of service will reflect equal opportunities and include parental, adoption and dependants leave, religious holidays etc and are documented in the staff manual.

Training and development:

Promote the equality of all staff and Union members and give the equal encouragement to learn and to progress within the institution, as specified in the mission statement.

Responsibilities for implementing the policy

Officers:

Implement a positive action plan to realise the aims outlined in this policy, to include training and briefing on Equal Opportunity issues wherever possible, especially for members and staff acting at any time as official representatives of the Union. Also to include the use of positive action wherever legally possible.

- Never knowingly give a platform to any individual or organisation seen to be in contravention of Union policy on this issue, unless it is as a part of a fair debate, as set out in the procedures laid down by this policy.

Management:

Identify any constraints in the implementation of this policy and seek out ways for their removal.

Staff:

Raise awareness among staff and students of both conscious and unconscious oppression, so as to eliminate any stereotyping and oppression wherever it may occur.

Conduct

Always to accept as the fundamental minimum standards those specified by law, and by organisations such as The Equality and Human Rights Commission, though aiming at all times to supersede these in our Union structures and activities.

Those responsible for implementing this policy, through disciplinary and other action should at all times be aware of its explicit importance within the institution and the need for strong measures to be taken if necessary.

POST-SCRIPT

As stated in the Memorandum and Articles, in the event of a conflict between this policy and the law of the land, the latter shall prevail.

REINSTATED BY UNION COUNCIL	30th SEPTEMBER 2010
LAPSES ON	31st AUGUST 2012
REINSTATED BY UNION COUNCIL	2nd MAY 2012
LAPSES ON	31st AUGUST 2013
REINSTATED BY UNION COUNCIL	24th JUNE 2013
LAPSES ON	31st AUGUST 2014

Amendments proposed by Kathryn Thomson, Welfare VP

Amendments seconded by Zoe Harrison, Academic VP

AMENMDMENTS APPROVED BY UNION COUNCIL	5TH FEBRUARY 2014
LAPSES ON	31ST AUGUST 2014

REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

FACULTY REPRESENTATIVES (“Faculty Reps”)

The Union Notes:

- That the representation of our students is fundamental, and key to the core principles of the Students’ Union (“the Union”)
- That the Union elects its Executive Officers and Faculty Reps through the ‘election process’
- That where a position remains vacant post-election process, students are able to be co-opted in to a role, should no-one fill the role after the Autumn Elections
- That Union Council (“Council”) takes responsibility for voting on and subsequently approving and rejecting co-option forms
- All Faculty Reps elected or co-opted by council stay in office until the end of the academic year
- Faculty Reps have to submit a manifesto when standing for election, unless they are applying to be co-opted; in which case candidates are simply required to submit a short statement of intent.
- Faculty Reps are required to submit reports to Council

The Union Believes:

- That Faculty Reps are an essential link between the Union and their relevant faculties
- That Faculty Reps are often the only way the Union learns of and therefore can act on issues in individual faculties when and if they arise
- That the University understands the importance of Faculty Reps and actively encourages students to stand for election
- That Faculty Reps allow the Union and the university to continue its transparent and co-operative relationship
- Faculty Rep positions have been increasingly filled on a year by year basis; however there are positions that aren’t filled, sometimes for extended periods of time. Consequently, many students are often left under-represented
- That democratic processes should wherever possible not be compromised as this reduces the effectiveness and diversity of Council
- That Faculty Reps (and by definition – Course Reps), form the backbone of contact to the Union about Faculty based issues
- In liaison with the Academic VP, Faculty Reps are able to efficiently communicate issues to the Union
- That Faculty Reps, as per Bye Law 102.1, are accountable to Council for their performance and should be held to a similar or equal standard as the Executive Committee

The Union Resolves:

- To continue the current election process with regards to Faculty Reps
- That all Faculty Reps will continue to submit reports in the approved form to each meeting of Council

- That, Subject to Bye Law 72.4, council will ensure that all Faculty Reports are voted on at Student Council; with a majority required to pass the report
- To mandate all staff and full time officers to promote the role and find suitable candidates, where possible, for the Autumn Elections

Proposed by Karl Stringer, Academic Affairs Officer

Seconded by Kira Stancliffe, Telford and Business Development Officer

REINSTATED BY UNION COUNCIL	27th NOVEMBER 2008
LAPSES ON	31st AUGUST 2011
REINSTATED BY UNION COUNCIL	12th MAY 2011
LAPSES ON	31st AUGUST 2012

Amendments proposed by Luke Hill, STech PGT Faculty Rep

Amendments seconded by Gurjit Rai, City Campus Officer & Laura Jones, Postgraduate Students' Officer

AMENDMENTS APPROVED BY UNION COUNCIL	5th APRIL 2012
LAPSES ON	31st AUGUST 2012

REINSTATED BY UNION COUNCIL	2nd MAY 2012
LAPSES ON	31st AUGUST 2013

REINSTATED BY UNION COUNCIL	24th JUNE 2013
LAPSES ON	31st AUGUST 2014

Further amendments proposed by Kathryn Thomson, Welfare VP

Further amendments seconded by Zoe Harrison, Academic VP

FURTHER AMENMDMENTS APPROVED BY UNION COUNCIL	5TH FEBRUARY 2014
LAPSES ON	31ST AUGUST 2014

REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

COUNCIL REPORTS

The Union Notes:

- One purpose of the Union Council is to hold the all councillors to account.
- All members of council have an equal say and vote on all council issues
- Reports are used to allow members to be recognised for their activities.
- Reports are also used to hold members to account.
- That the Union Council have the right to reject councillors reports.

The Union Believes:

- In the past councillors have not attempted to fulfil their manifesto promises.
- That councillors' manifestos often help to influence members' decision on which candidate they vote for.
- That it is vital that Union Council receives reports in a clear, structured manor.
- That Union Council should be able to easily differentiate between a councillor's manifesto promises and day-to-day duties of the role where applicable.
- Reports are *essential* to ensure council is aware of activities being carried out by its members.
- Equality is a fundamental part of the Union, as highlighted in the Policy of Equality of Opportunity.
- It is important that all members feel fully engaged in Council.

The Union Further Believes:

- That by separating a councillor's progress on their manifesto from the other work they perform within their role will enable Union Council to easily review a councillor's progress.
- That this system will enable Councillors to flag up their successes.
- That this format will reassure Union Council that they can have confidence in their elected councillors.

The Union Resolves:

- That all members of the Executive Committee will complete and submit the attached form as their report to Union Council.
- That councillors' will verbally present this report to Union Council and answer any questions from members of Union Council unless they have valid and acceptable apologies for absence.
- A verbal report complements a written report, it does not substitute it.
- In the case of a written report not being submitted, a verbal report can be given which will be voted on with the explanation for why the written report was not submitted being minuted.
- If a councillor's report is not voted through, Union Council will automatically vote whether or not to censure that councillor
- Further, these councillors are given the opportunity to take and answer questions from other Council members.

Executive Officer Report to Union Council

Name:
Role:
Date of writing report:
Manifesto Pledges:
What work have you been undertaking on your manifesto pledges since the last meeting?
What other duties have you been carrying out within your role?
What do you aim to get done before the next meeting?

Proposed by Caroline Rose, Welfare and Campaigns VP
Seconded by Sarah Keddle, Diversity Officer

APPROVED BY EXECUTIVE	OCTOBER 2008
LAPSES ON	31st AUGUST 2011

Amendments proposed by Alex Blower, Activities VP
Amendments seconded by Ellen Marshall, Welfare VP

AMENDMENTS APPROVED BY UNION COUNCIL	30th SEPTEMBER 2010
LAPSES ON	31st AUGUST 2011

Further amendments proposed by Dave Anson, Academic VP
 Further amendments seconded by Colin Laing, UWBS Faculty Rep

FURTHER AMENDMENTS APPROVED BY UNION COUNCIL	14th DECEMBER 2010
LAPSES ON	31st AUGUST 2012
REINSTATED BY UNION COUNCIL	2nd MAY 2012
LAPSES ON	31st AUGUST 2013
REINSTATED BY UNION COUNCIL	24th June 2013
LAPSES ON	31st AUGUST 2014

Further amendments proposed by Kathryn Thomson, Welfare VP
 Further amendments seconded by Zoe Harrison, Academic VP

FURTHER AMENDMENTS APPROVED BY UNION COUNCIL	05th FEBRUARY 2014
LAPSES ON	31st AUGUST 2014

REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

UWSU FAIRTRADE POLICY

The Union Notes:

- A fairer future: more than 7 million people in Africa, Asia and Latin America benefit from Fairtrade – farmers, farm workers, and their families.
- Keeping it local: there are now more than 500 Fairtrade Towns across the UK, which alongside 5,000 Fairtrade Churches, 40 Fairtrade Synagogues, 100 Fairtrade Universities and 3,000 Fairtrade Schools are all campaigning to support and promote Fairtrade in their local area.
- The University of Wolverhampton is a Fairtrade University.
- All products served at Squeezebox are Fairtrade with the exception of chocolate. The Commercial Co-Coordinator continues to put pressure on the Mars Company to provide Fairtrade chocolate.

The Union believes:

- Fairtrade is an issue which is supported by many of our students.
- Fairtrade is part of the Union's social responsibility.
- Being part of the University's commitment to Fairtrade status is integral to our close relationship.

The Union resolves:

- The Union strives to be a Fairtrade Union and will work with the University of Wolverhampton ("the University") to maintain the University as a Fairtrade University.
- Fairtrade options will be served at all Union meetings where there are hot drinks
- The Union will work closely with the relevant societies and members of Executive to campaign for increased Fairtrade consumption within the University. These campaigns will include but not be limited to:
 - a) Educating staff and students within the Union and the University as to the existence, purpose and reasoning behind Fairtrade.
 - b) Raising awareness of the FAIRTRADE mark and what it means.
 - c) Holding events to make Fairtrade part of the "student culture".
 - d) Endeavoring to involve and educate as many people as possible through relevant media.
 - e) Ensuring the University is adhering to a similar Fairtrade policy such that we continue to be a Fairtrade University.
- The Union Executive Committee will monitor the implementation of the Union policy and coordinate work with the University in furtherance of our expressed mandate to maintain the status of Fairtrade University.

The Executive Committee will review this policy on an annual basis to ensure it supports the strategic plan of the Union.

Proposed by: Bally Singh, President

Seconded by Matt Ward, Welfare & Campaigns VP

APPROVED BY UNION COUNCIL	14th DECEMBER 2009
LAPSES ON	31st AUGUST 2012

REINSTATED BY UNION COUNCIL	2nd MAY 2012
LAPSES ON	31st AUGUST 2013
REINSTATED BY UNION COUNCIL	24th JUNE 2013
LAPSES ON	31st AUGUST 2014

Amendments proposed by Kathryn Thomson, Welfare VP

Amendments seconded by Zoe Harrison, Academic VP

AMENDMENTS APPROVED BY UNION COUNCIL	05th FEBRUARY 2014
LAPSES ON	31st AUGUST 2014

REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

LIBERATION CONFERENCES

The Union notes:

- There are 4 NUS Liberation Conferences every year, these being: LGBT, Women's, Disabled, Black.
- There is one NUS Sections Conference every year, this conference covers: Mature & Part-Time Students, International Students and Post-Graduate Students
- In 2012/2013 the University of Wolverhampton Students' Union have sent 4 people to LGBT, 2 people to Black Students', 2 people to Disabled and 1 person to International Conference.
- The Union have created new Council positions in order to represent these caucuses & these positions are available in the bye-elections.

The Union believes:

- Liberation conferences are vital to each liberation group as each conference is where National policies are made
- There are numerous groups of students that define within these liberation groups, such as BME, LGBT, Disabled and International
- Union Council has positions within it that adequately identifies and provides for fair representation of all of these groups
- Representation is more than just definition by association, and equally there are some students who openly define and those that do not
- Where possible we should encourage representation of all of liberation and/or minority groups
- At each of these liberation conferences NUS operates a 'one vote per union' and so the relevant student representative should attend except with the LGBT conference where NUS operate 8 votes per union.
- NUS conferences are a place for debating and passing national policy and networking and learning new skills and issues that can be of value to the wider university/union community

The Union resolves:

- The person elected during the Union's bye-election for each relevant position will be the qualifying candidate to attend their conference.
- If that elected member cannot attend, or the position remains vacant, or additional funding is available then a caucus election will be scheduled.
- That the Executive Committee shall be responsible for running liberation caucuses at least one month before the liberation conference is due to run
- These caucuses shall be run with the purpose of each liberation group having fair access to elect a representative to their conference
- In this caucus at least one Officer Trustee shall be present to oversee voting
- Once the caucus has voted it shall then be the Union's responsibility to collect all relevant information from the delegates and give them the relevant information they need in return
- The elected representative will be required to submit a report to Union Council within 2 weeks after the event.

Proposed by Claire Smith, Non Portfolio Officer
 Seconded by Cheryl Farmer, City Site Committee Rep

APPROVED BY UNION COUNCIL	20th MAY 2010
LAPSES ON	31st AUGUST 2012

Amendments proposed by Ken Harris, President
 Seconded by Ellen Marshall, Welfare VP

AMENDMENTS APPROVED BY UNION COUNCIL	31st MARCH 2011
LAPSES ON	31st AUGUST 2012

Amendments proposed by Ken Harris, President
 Seconded by Kelechi Chioba, Students' with Disabilities Rep

AMENDMENTS APPROVED BY UNION COUNCIL	2nd MAY 2012
LAPSES ON	31st AUGUST 2012

REINSTATED BY UNION COUNCIL	2nd May 2012
LAPSES ON	31st AUGUST 2013

REINSTATED BY UNION COUNCIL	24th June 2013
LAPSES ON	31st AUGUST 2014

Further amendments proposed by Kathryn Thomson, Welfare VP
 Further amendments seconded by Zoe Harrison, Academic VP

FURTHER AMENDMENTS APPROVED BY UNION COUNCIL	05th FEBRUARY 2014
LAPSES ON	31st AUGUST 2014

Further amendments proposed by Kathryn Thomson, Welfare VP
 Further amendments seconded by Zoe Harrison, Academic VP

FURTHER AMENDMENTS APPROVED BY UNION COUNCIL	24th MARCH 2014
LAPSES ON	31st AUGUST 2014

REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

CO-OPTION POLICY FOR COUNCIL REP POSITIONS

The Union Notes:

- That representation and democracy are at the heart of the Students' Union's principles.
- Executive Officers, the Chair of Union Council and Faculty Reps can be voted into their positions via the Bye-Elections if the posts remain vacant after the spring elections and the Faculty Rep elections respectively.
- The Union currently has a policy for the co-option of Faculty Reps.
- Under the current system, the Union Council's equal opportunities or liberation Reps are elected during the Bye-Elections at the start of the academic year.

The Union Believes:

- That the Union would prefer a full Union Council as early in the academic year as possible.
- That there are many benefits to having Council positions filled before the start of the academic year and Freshers.
- That all positions on Council should be voted in by the membership in the first instance.

The Union Resolves:

- For the Campus Rep positions to be available via co-option by Union Council, if still vacant after the end of the Campus Rep elections.
- For the following positions to be available via co-option by Union Council, if still vacant after the Bye Elections during the Autumn term:
 - a) Women's Rep
 - b) LGBT Students Rep
 - c) Black & Minority Ethnic Rep
 - d) Students with Disabilities Rep
 - e) Student Parents'/Mature/Part-time Rep
- For the Executive Committee to take responsibility for the co-option of part time Officer positions and for Union Council to take responsibility for the co-option of Council Rep positions.
- To mandate the President to ensure vacant council Rep position are filled via co-option where necessary.
- For the Executive Committee and Union Council to reserve the right to request the student wanting to be co-opted to attend the next meeting to put forward their case as to why they are a good candidate for the position.

Proposed by Alex Blower, Activities VP

Seconded by Ellen Marshall, Welfare VP

APPROVED BY UNION COUNCIL	30th SEPTEMBER 2010
LAPSES ON	31st AUGUST 2012

REINSTATED BY UNION COUNCIL	2nd May 2012
LAPSES ON	31st AUGUST 2013

REINSTATED BY UNION COUNCIL	24th June 2013
LAPSES ON	31st AUGUST 2014

Amendments proposed by Kathryn Thomson, Welfare VP

Amendments seconded by Zoe Harrison, Academic VP

AMENDMENTS APPROVED BY UNION COUNCIL	05th FEBRUARY 2014
LAPSES ON	31st AUGUST 2014

REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

GREEN IMPACT STUDENTS' UNION PROGRAM

The Union notes:

- Green Impact Students' Union Program (GISU) is an accredited award by NUS.
- The higher the award, the more environmental friendly the Union is recognised as being.
- This award programme started in 2006/7 (under the previous name of Sound Environmental Impact Awards) and is recognised nationally.
- Over 100 Students' Unions ran for the award last year

The Union believes:

- By working towards this award the Union will have set targets to aim for, which will result in UWSU becoming a greener organisation.
- Having the award is a good way to showcase all the hard work put in to make the Union greener.
- By not being part of this award scheme, the University of Wolverhampton Students' Union puts itself further behind the 100 Unions that entered last year and the Unions that have entered this year.
- The Union has introduced the position of Environmental Officer this year, which demonstrates the Union's increased commitment to environmental development.
- The University has recently launched a Carbon Management plan. By being part of the GISU we can work closely with the University to aid both the progression of the Union's environmental aims and the University's.

The Union resolves:

- The Union will continue to work towards the Silver award if it is not achieved by the GISU deadline of December 2013.
- Once the Silver award has been achieved, the Union will continue to work towards higher awards until completion.
- To mandate the Welfare Vice-President and the Environmental Officer to ensure that the Union is on track to work towards the criteria for the awards.

Proposed by Ellen Marshall, Welfare VP

Seconded by Dave Anson, Academic VP

APPROVED BY UNION COUNCIL	30th SEPTEMBER 2010
LAPSES ON	31st AUGUST 2012

REINSTATED BY UNION COUNCIL	2nd May 2012
LAPSES ON	31st AUGUST 2013

REINSTATED BY UNION COUNCIL	24th June 2013
LAPSES ON	31st AUGUST 2014

Amendments proposed by Kathryn Thomson, Welfare VP

Amendments seconded by Zoe Harrison, Academic VP

AMENDMENTS APPROVED BY UNION COUNCIL	05th FEBRUARY 2014
LAPSES ON	31st AUGUST 2014

REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

INCREASING LGBT REPRESENTATION FOR LGBT CONFERENCE

This Union notes:

- The LGBT population of Wolverhampton University(UoW) are **active and enthusiastic** members of the Union;
- Wolverhampton University is **recognised by Stonewall** as one of four Universities to meet all its' criteria set out in 2010/11 as having LGBT student's needs acknowledged;
- That the University and by extension the Union received **much publicity** over being a 'gay-friendly' university:
<http://www.guardian.co.uk/education/2011/jul/18/stonewall-university-gay-friendly-guide?INTCMP=SRCH>;
- NUS LGBT Conference has **not always** been taken **seriously** by those that attended.
- NUS operates a 'eight votes per union' at the LGBT Conference unlike other NUS Liberation Conferences where they operate 'one vote per union'

This Union believes:

- That to further enhance its' reputation as an LGBT-friendly university, a **greater number** of LGBT students should have the opportunity to attend NUS LGBT National Conference;
- That the views and experiences of Lesbian, Gay, Bisexual and Trans students **cannot be fully understood or physically represented** by those that do not identify as such;
- **More onus** should be put on the attendees to ensure that they are there to represent students of the UoW, and share best practice, and not just treat it as a holiday or away weekend.

This Union resolves:

- To **increase** the number of places available from **2 to 4**;
- These places shall preferably be for **one student each that identifies as Lesbian, Gay, Bisexual and Trans** including the LGBT Student Representative at UWSU
- (Those **who do not fall** within the acronym LGBT will be given equal preference to those under the '**LGBT Umbrella**'... i.e. if someone were to identify as **asexual** (or equally **any minority sexuality or gender identity**), they would be **equally entitled as someone who identified as lesbian**... the purpose of this provision is to ensure that as an example if one lesbian, one gay man, two bisexuals, one trans person and one asexual wished to attend conference, **preference would not be given** to the two bisexuals as they **could not represent** the interests of the other members);
- To **give responsibility** for planning the election of candidates to LGBT conference to the **Welfare VP** (or **other Full-Time Officers as required**) as well as the **base administration** (booking places, reimbursing transport and associated tasks);

- Where there are **not sufficient candidates**, the positions shall then be **filled by the next highest voted candidate**, regardless of sexual orientation or gender identity;
- All attendees are to produce written accounts of their trip to Conference which will be reviewed by the executive committee;
- Where attendees fail to attend despite going, they are excluded from candidacy the following year.

Proposed by: Colin Laing, LGBT Rep

Seconded by: Laura Jones, Postgraduate Students' Officer

APPROVED BY UNION COUNCIL	2nd February 2012
LAPSES ON	31st AUGUST 2013

REINSTATED BY UNION COUNCIL	24th JUNE 2013
LAPSES ON	31st AUGUST 2014

REMOVED BY UNION COUNCIL	5th FEBRUARY 2014
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REINSTATED BY UNION COUNCIL	24th MARCH 2014
LAPSES ON	31st AUGUST 2014
REINSTATED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

UNION POSITION ON SPORTS TOURS

This Union notes:

- Many external companies such offer tours in different countries targeted specifically at student sports teams.
- Wolverhampton is host to over 13 sports teams representing our Students' Union at an international, national, regional and local level in the BUCS league in 2013/2014 season.

This Union believes:

- Sporting tours not only allows sports teams to play other teams outside of BUCS, but is an opportunity to increase team building, build friendships within the club and socialising with other clubs.
- The Union has a responsibility to ensure all teams are safe, and going through a reputable company would ensure teams are being looked after on a sports tour
- If clubs do organise tours, they should do it with the approval of the Sports Co-ordinator and the Student Experience VP, through a reputable company.
- The Union should play a part in promoting responsible drinking to our members who sign up to these tours.

This Union resolves:

- That the Union should oversee reputable sports tour companies to sports teams who wish to go on tour, to show an active responsibility towards tours, rather than deniability.
- Tour companies should have the approval of the Sports Co-ordinator and the Student Experience VP.
- To promote responsible drinking to all sports teams who go on tour.
- To enforce the 3 strike rule to any team that does not use a reputable sports tour company, and therefore may bring the Union and/or the university into disrepute.

Proposed by: Alex Blower, Activities Vice-President

Seconded by: Ken Harris, President

APPROVED BY UNION COUNCIL	14th DECEMBER 2010
LAPSES ON	31st AUGUST 2012

Amendments by: Elizabeth Thomas, Activities Vice-President

Amendments seconded by: Iwuese Nyager, Communications Officer

AMENDMENTS APPROVED BY UNION COUNCIL	16th NOVEMBER 2011
LAPSES ON	31st AUGUST 2012
REINSTATED BY UNION COUNCIL	2nd MAY 2012
LAPSES ON	31st AUGUST 2013
REINSTATED BY UNION COUNCIL	24th JUNE 2013
LAPSES ON	31st AUGUST 2014

Amendments proposed by Kathryn Thomson, Welfare VP

Amendments seconded by Zoe Harrison, Academic VP

AMENDMENTS APPROVED BY UNION COUNCIL	05th FEBRUARY 2014
LAPSES ON	31st AUGUST 2014
REINSTATED BY UNION COUNCIL	19th MAY 2015
LAPSES ON	31st AUGUST 2015
REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

TWO PHD REPRESENTATIVES TO JOIN UNION COUNCIL

This Union notes:

- For two PhD Representative positions to be opened in Council
- Opened in place for the October 2014 By Elections
- For these two PhD Representatives to represent the PhD community on University Research Committee (URC) for which we have two places.
- PhD reps to be paid the same amount as Faculty Representatives
- PhD representative positions to be open to all faculties to encourage engagement
- This year (13/14) we elected two URC representatives midway through the term through Executive Committee to fill the gap of the voice of the PhD Community this year
- We note that this year we have seen increased engagement from the PhD Community, formerly known as hard to reach students, with increased numbers of PhD Students running in the elections and the formation of the PhD Werewolves society

This Union believes:

- Currently the PhD Voice is not being heard “officially” by the Students’ Union other than the President sitting on the PG Reps meetings - mainly because there are two
- PhD Voice Systems (the University system and Union PhD voice systems).
- To encourage PhD Students to get even more involved in the Students’ Union and make their valuable contribution.
- To hear the PhD Voice on a greater level - the PhD Voice should come from PhD students
- If we do not hear the voice of the PhD Community then how can we represent them and enable them to be the best they can be.
- So these representatives will represent the PhD community on council and shall be engaged in the voice system of the University (namely PGR Rep meetings and URC) and bring both systems together to take forward the needs of the PhD Community. They will also be encouraged to engage in the PhD Werewolves society as a platform to hear student opinion.

This Union resolves:

- For two PhD Representative positions to be opened in Council
- For PhD reps to be paid the same amount as Faculty Representatives
- For PhD representative positions to be open to all faculties to encourage engagement

Proposed by: Simeon Chandra, President

Seconded by: Issic Romel, City Campus Officer

APPROVED BY UNION COUNCIL	24th MARCH 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

LET THEM SPEAK

This Union notes:

- The Students' Union is always trying to increase engagement with students.
- Students who are not elected onto Union Council are allowed to attend a Union Council meeting, however, they are not allowed to speak or vote.
- At NUS Conferences, delegates can speak and vote whereas observers can only speak.

This Union believes:

- By having more students attending Union Council who can speak, the meeting will be more democratic, hold the councillors to account more and be less biased.
- By giving students speaking rights during Union Council, students will be inspired to run in the elections as they will want voting rights too.

This Union resolves:

- To give speaking rights to any students at the University of Wolverhampton, however, only counsellors will have voting rights.

Proposed by: Kathryn Thomson, Welfare VP

Seconded by Zoe Harrison, Academic VP

APPROVED BY UNION COUNCIL	19th MAY 2014
LAPSES ON	31st AUGUST 2015

REINSTATED BY UNION COUNCIL	10th JUNE 2015
LAPSES ON	31st AUGUST 2016

COUNCILLOR PORTFOLIO AND HANDOVER POLICY

This Union notes;

- The elected representatives are the foundation of the Students' Union, without whom the Union would not function and would not be a Students' Union.
- Each Councillor (including Officers) is elected with a manifesto and job description
- Councillors are elected for a whole academic year, with the exception of those elected in the By Elections – as their role runs for 9 months from October until the end of the academic year
- Councillors may leave their role with unfinished work, as some projects may need longer to complete.
- There are currently no records to show the work of previous councillors which makes it difficult for future Councillors to continue unfinished work.
- Some Councillors find it hard to understand the duties of the role, as many do not have previous Students' Union experience and therefore are not familiar of the democratic system.
- There is no record of the individual role's history

This Union believes:

- It is important to keep records of the hard work carried out by Officers and Council members.
- It is important that future elected representatives can look back at how their predecessors carried out their duties and what they did during their time in office.
- It would also allow future members to look back at the success of the Students' Union.

This Union resolves:

- For a portfolio folder to be created for each Councillor role, which will contain up to date Executive/Council reports, handover documents from the previous councillor and any other papers, documents which may relate to the work carried out by the councillor
- To make it compulsory for all elected councillors to create a handover document in the final weeks of their time in office, this will be added to role's portfolio.
- For the handover to detail the tasks they carried out during their time and detailed information on it.
- The creation of relevant templates which are to be completed by Officers, Faculty Reps and Other Council Reps - be the responsibility of the Executive Committee, as these templates may need amending from time to time.

- For a portfolio folder to be created for each Councillor role, which will contain up to date Executive/Council reports, handover documents from the previous councillor and any other papers, documents which may relate to the work carried out by the councillor
- For this portfolio to be kept for future teams to look back on and add to.
- For the implementation of this policy to be the responsibility of the Student Engagement Department.

Councillor Handover Template

Outgoing Councillor Name:
Councillor role:
Date in post:
What were your manifesto pledges?
What progress did you make with achieving these?
Are there any on-going projects that you would like your successor to take on?
What else did you do within the role?
What were the challenges that you faced?
Do you have any tips or hints for the incoming councillor?
Any other comments:

Proposed by: Gurjit Rai, Volunteering Engagement Officer

Seconded by: Kathryn Thomson, Welfare VP

APPROVED BY UNION COUNCIL	19TH MAY 2014
LAPSES ON	31ST AUGUST 2015

REINSTATED BY UNION COUNCIL	10TH JUNE 2015
LAPSES ON	31ST AUGUST 2016

RENAME THE PHD BLACK MINORITY & ETHNIC OFFICER ROLE TO ETHNIC CULTURAL & DIVERSITY REP

This Union notes:

- In 2012/13 38.9% of the student population at the University were categorised as BME. (HESA return and SITS)
- The term BME is supposed to emphasize a diversity of ethnic and background based on cultural identity for people who are non-white.

This Union believes:

- The term black is politically used to classify all non-white people however other ethnic groups in the University may not want to be defined as black, this then limits their involvement.
- The name of the role can create a barrier for involvement/engagement due to individuals having a lack of belonging to the roles name.

This Union resolves:

- The union should change the name from BME Officer to Ethnic Cultural & Diversity Rep to represent students from all ethnicity.

Proposed by: Yashiru Aboubakar, BME Officer

Seconded by: Kulmiye Tifow, Student Experience VP

APPROVED BY UNION COUNCIL	4th February 2015
LAPSES ON	31st AUGUST 2016

ACCOMMODATION OFFICER

This Union notes:

- That the Students' Union doesn't have a specific role to seek the student voice from students living in University halls of residence.
- There are private halls representatives who are informally sought by the Advice and Support Centre.
- The University currently has Residential Assistants, but these roles are being removed for the next academic year (15/16)

This Union believes:

- That students living in halls of residence should have the right raise their 'Student Voice' directly through the Students' Union so that we can lobby, campaign and resolve issues that are affecting them.
- That we have already lobbied to ensure that the University Student Experience Committee gives updates regarding the wider student experience, including Accommodation, so this would enable us to give a more accountable update regarding the experiences of students living in halls of residence.
- That working together with the three campus officers, the Accommodation Officer and, more broadly, the Students' Union can gain a greater insight into the experience of students at different campuses.

This Union resolves:

- That the Students' Union has a post called 'Accommodation Officer' that will be part of the Executive Committee.
- The Accommodation Officer will be co-opted into Union Council from 15/16 (or as part the Autumn Elections), but elected for 16/17, along with subsequent years, in the Spring Elections.

Proposed by: Gemma Carroll, Welfare VP

Seconded by: Zoe Harrison, President

APPROVED BY UNION COUNCIL	10th June 2015
LAPSES ON	31st AUGUST 2016

Automatic place for President at National Union of Students National Conference

This Union notes:

- The NUS conference is a 3 day conference which happens once a year. This is the opportunity to elect 5 Vice-Presidents and President of NUS. This is also a chance to vote on national policy to set the direction of NUS and also gives Wolverhampton Students' Union a voice on a national platform.
- The Union currently elect 6 delegates to national conference each year 3 males and 3 females.

This Union believes:

- The President is the lead officer in accordance with the Education Act 1994 and represents our union. President should rightly be given a place on NUS conference to lead the delegates from Wolverhampton students' union.
- Greater importance is needed by sending the President to represent the student community and ensure the voice of Students' at Wolverhampton University is heard at national level.
- To ensure the policies passed at the NUS conference do positively impact us here at the University of Wolverhampton SU.

This Union resolves:

- The President should be given an automatic place on the NUS national conference starting with April 2016, in Brighton as the head of Wolverhampton university student body.
- The President to assist in training elected delegates for the conference and lead all delegates.
- The union should join other unions who have this policy in place by allocating a place to the President for NUS conference such as Aston, Glasgow, UWE, Liverpool Hope, Teesside and lots more

Proposed by: Yaz Aboubakar, President

Seconded by: Kulmiye Tifow, Student Experience VP

APPROVED BY UNION COUNCIL	27th October 2015
LAPSES ON	31st AUGUST 2017

Stand Up to Racism

This Union notes:

- We are witnessing the biggest movement of people since the Second World War.
- Already this year thousands of people have drowned in the Mediterranean Sea trying to reach Europe while thousands more languish in camps in the most appalling conditions.
- The government's response has been completely inadequate and has sought to demonise people who are fleeing war, poverty, and persecution.
- Stand Up To Racism is a broad based campaign that seeks to challenge racism, Islamophobia and the scapegoating of migrants and refugees.

This Union believes:

- The hundred thousand people who attended the SUTR jointly organised 'Refugees Welcome' march in London demonstrates there is widespread support for allowing more refugees into the UK.
- The government's austerity measures pose a far greater threat to the public's standard of living than migrants and refugees.
- Our students' union must campaign to make "refugees welcome here" a reality.

This Union resolves:

- Support and publicise Stand Up To Racism's next delegation to Calais and their other refugee activities.
- To make a donation of £100 towards Stand Up To Racism's next transport to Calais to ensure students without transport can attend.
- Support SUTR's National Demo on 19 March 2016 to mark UN Anti-Racism Day by funding coaches for students from this union to attend.
- The union and full-time officers to organise an open meeting under stand up to racism to discuss this fighting all forms of racism and raising solidarity with those suffering from it.

Proposed by: Shazab Islam, City Campus Officer

Seconded by: Afftar Ali, Welfare VP

APPROVED BY UNION COUNCIL	27th October 2015
LAPSES ON	31st AUGUST 2017

BDS Motion

This Union notes:

- That Israel's occupation of Palestine has seriously damaged all aspects of Palestinian society through bombing, annexation, illegal settlement, collective punishment and restriction of movement.
- That a wide range of Palestinian social movements including the Palestinian trade unions; have called for a boycott of Israel until it abides by international law.
- Israel denies Palestinians basic rights by the means of invasion, closures, checkpoints, curfews, shootings and arrests in the west bank, by the blockade of Gaza, and by discriminating against Palestinian Arabs inside Israel.

This Union believes:

- That is these circumstances that cause criticism of Israel, and Not anti-Semitism
- In supporting the aim of the BDS movement to isolate and condemn Israel until abides by international law and recognise the rights of Palestinians.

This Union resolves:

- To organise a referendum for students to decide whether or not they want the union to adopt BDS as policy, whilst also allocating campaigns budget for both the Yes and No camps. If the referendum votes in favour of supporting BDS to implement the following:
 - To circulate current documents about the BDS movement to all members for information and discussion.
 - To carry out an internal audit to all investments and purchases of services and products and to disengage from any that are complicit in funding or collaborating with the State of Israel, or profiting from trade or other links with Israel or Israeli companies;
 - To campaign for the same internal; audit to be carried out by our university.
 - Organise a university wide meeting on the boycott campaign;
 - Send this resolution to our national conference.

Proposed by: Shazab Islam, City Campus Officer

Seconded by: Afftar Ali, Welfare VP

APPROVED BY UNION COUNCIL	27th October 2015
LAPSES ON	31st AUGUST 2017