

SO:3001

STANDING ORDERS GOVERNING THE POST OF VICE PRESIDENT EDUCATION

1. **Interpretation**

These Standing Orders shall be read in conjunction with the Constitution, Bye Laws and the relevant Standing Orders of Hull University Union and shall be interpreted accordingly.

2. **Status of Officer**

The Vice President Education shall be a Principal Officer of the Union; a Trustee of HUU and shall be a voting member of the Union Executive Committee. Vice President Education shall be responsible for the academic welfare, support and representation of students at the University of Hull. Vice President Education is head of the Education Zone and is to liaise with its officers on a regular basis.

3. **Election**

The Vice President Education shall be elected in accordance with Hull University Union election regulations¹.

4. **Duties**

The Vice President Education shall fulfil those duties and obligations that arise consequentially upon signing the Sabbatical Officer Contract for the post of Vice President Education. Vice President Education is required to spend time on the Scarborough Campus when appropriate for relevant projects; and must liaise with the Vice President Scarborough and the Education Zone members on Scarborough Campus.

In representing HUU's Members Vice President Education shall regularly report on progress through the student media (Hullfire/Jam/Hullstudent) with particular emphasis on the successes achieved for both individual and groups of students.

Particular duties shall include:

- a) Liaising with the University of Hull on behalf of all its enrolled students.
- b) Heading the Education Zone in accordance with the relevant Byelaws and Standing Orders.
- c) Co-ordination and support of student academic representatives for the following areas:
 - i. Course Representatives
 - ii. Staff-Student Committee;
 - iii. Faculty Reps on Faculty Board;
 - iv. Faculty Co-ordinators on Learning & Teaching and Learning, Teaching & Assessment Committees;

¹ Bye Law 15 and Standing Order 8001

- v. Faculty Co-ordinators on University Senate.
- d) Responsible for the Promotion of Elections of::
 - i. Course Reps
 - ii. Faculty Reps
 - iii. Faculty Co-ordinators

VP Education will work with departments in the promotion of Election.

- e) Consultation with the student body on education issues that affect students on a local and national level with reference to changes that could impact upon them.
- f) Campaign on education issues that affect University of Hull students.
- g) Co-ordination of Academic Council and all bi-weekly Education Zone meetings.
- h) To attend all University Committee meetings and ensure Student Representation on all relevant Working Groups.
- i) To liaise with the Education & Representation Co-ordinator and academic advisor on issues affecting the student body.

5. Internal

The Vice President Education shall be:

- a. Chairperson of:
 - (1) Academic Council.
- b. Voting Member of:
 - (1) Board of Trustees;
 - (2) Union Executive Committee;
 - (3) Education Zone.
- c. Ex-officio member of:
 - (1) Mature Students Committee;
 - (2) Postgraduate Students Committee.
 - (3) Part Time Students Committee

6. External

The Vice President Education shall represent the Union to the University on the following Committees; sub-Committees; groups and panels:

- (1) University Court;
- (2) University Senate;
- (3) University Learning, Teaching & Assessment Committee;
- (4) Regulations, codes and processes Committee;
- (5) Programme Approvals Committee;
- (6) Collaborative Provision Forum;
- (7) Student Progress Committee;
- (8) Research Degrees Committee;
- (9) Research and Enterprise Committee;
- (10) IT User Group;
- (11) Library User Group;
- (12) HYMS Joint Learning and Teaching Committee;

(13) Any other Working Groups deemed necessary.

7. **Signatory**

The Vice President Education shall be an authorised signatory as detailed in S.O. 9001 Governing Financial Procedures.

8. **Budget**

The Vice President Education shall have responsibility for the following budget heads:

- i. Education;
- ii. Postgraduate Committee;
- iii. Mature Students' Committee;
- iv. Part Time Students Committee;
- v. Student representatives.

Passed at UEC: 16th September 2011

Passed at Union Council: 17th October 2011