

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 a minimum of one working day in every ten on the Scarborough Campus; and must liaise with the Chair 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. Staff-Student Liaison Committee;
 - ii. Pre-Faculty Board;
 - iii. Faculty (Board);
 - iv. Faculty (Learning & Teaching / Learning, Teaching & Assessment);
 - v. Senate.

¹ Bye Law 15 and Standing Order 8001

- d) Recruitment of student academic representatives in the following areas:
 - i. Faculty (Board);
 - ii. Faculty (Learning & Teaching / Learning, Teaching & Assessment);
 - iii. Senate.
- e) Assist all departments that contact the Vice President Education for consultation or aid with recruitment of student academic representatives at Staff-Student Liaison level.
- f) Consultation with the student body on education issues that affect students on a national and local level with reference to changes that could impact upon them.
- g) Campaign on education issues that affect students on both or either the Hull campus and Scarborough Campus.
- h) Co-ordination of Academic Council and any working groups related to academic issues on which Vice President Education is included.
- i) To liaise with the Education & Representation Coordinator and academic advisor on issues affecting the student body specifically those raised in committee minutes to ensure continuity of stance is carried throughout the committee structure.

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:
 - (i) Mature Students Committee;
 - (ii) Postgraduate Students Committee.
 - (iii) 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) Quality and Standards Committee;
- (4) Programme Approvals, Monitoring and Enhancement Committee;
- (5) Collaborative Provision Committee;
- (6) Collaborative Programme Approvals Committee;
- (7) Student Progress Committee;
- (8) Educational Partnerships Committee;
- (9) Research Degrees Committee;
- (10) University Learning, Teaching and Assessment Committee;
- (11) Student Experience Committee;

- (12) Information Services Committee;
- (13) IT User Group;
- (14) Library User Group;
- (15) HYMS Joint Learning and Teaching Committee;
- (16) Scarborough Campus Executive.

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.

PT/JH January 2010

Passed at UEC: 19/1/10

Passed at Union Council: 8/2/10

Ratified at Board of Trustees: 2/2/10