

## **STANDING ORDERS GOVERNING THE MATURE STUDENTS COMMITTEE**

### **DEFINITION**

1. The Mature Students Committee is a standing committee as defined by SO 8008 and will be subject to these regulations unless otherwise stated in this standing order.
2. Aims The aims of the committee are as follows:
  - a. To represent and support mature students and act as a channel of communication between them, the Union and the University;
  - b. To promote within the University an environment favourable for mature students;
  - c. To Work with the mature students society to increase mature student involvement in the Union activities and structures;

The Chair of the Committee is a member of the Education Zone and will report on activities at Zone meetings

### **MEMBERSHIP**

3. The committee is open to all mature students. An Executive Committee will be responsible for delivering the aims above. The Executive Committee will consist of the following:
  - a. Elected officers
    - i. Chairperson, with casting vote only
    - ii. Deputy Chair
    - iii. Secretary
    - iv. Treasurer
    - v. Scarborough Campus Representative
  - b. Ex-officio
    - i. President
    - ii. Vice President Education
    - iii. Vice President Welfare

The Chairperson will be elected in accordance with S.O. 8001. All other officers will be elected by the General Committee in accordance with SO 8008.

## RESPONSIBILITIES

4. The Executive Committee members will hold the following individual responsibilities:

- a. Chairperson
  - i. convene and chair the meetings of the Committee;
  - ii. act as a main point of contact outside the Committee;
  - iii. represent the Committee to and liaise with the relevant Union structures and Officers
  - iv. supervise the observation of the Union regulations in the Committee's work.
  
- b. Deputy Chair
  - i. deputize in the absence of a Chairperson;
  - ii. assist the Chairperson in the performance of their duties; and
  - iii. perform any other tasks as delegated by the Committee.
  
- c. Secretary
  - i. prepare and publicise the agenda for the Committee meetings;
  - ii. take the minutes of the meetings;
  - iii. maintain contact details on the members of the Committee; and
  - iv. be responsible for the maintenance of the Committee's web site on Hullstudent.com.
  
- d. Treasurer
  - i. maintain accurate and up to date records of the Committees accounts; and
  - ii. prepare annual budgets for presentation to the Education Zone
  
- e. Scarborough Campus Representative
  - i. Ensure that the view and opinions of those Mature Students at Scarborough Campus are represented;
  - ii. Ensure that when planning of events occurs suitable provision is made for students at Scarborough Campus or that an event of similar constitution is held in Scarborough (when appropriate).

## GENERAL POLICY

5.Meetings Meetings of the Committee shall be held as follows:

- f. meetings shall be held at least three times a semester;

- g. meetings will be open to all mature students, Student Officers within the Union and all other students who are members of Hull University Union. Any such student attending a meeting will do so without voting powers.

PT/JHMarch 2010

Passed at UEC: 15<sup>th</sup> June 2010

Passed at HUU Council: 18<sup>th</sup> October 2010