

SO:5005

STANDING ORDERS GOVERNING THE LGBT COMMITTEE

1. **Definition**

The LGBT Committee is a standing committee as defined in SO 8008 and will be subject to these regulations unless otherwise stated in SO 5005. The Committee is responsible to the Welfare Zone and VP Welfare.

2. **Aims**

The LGBT Committee will:

- (a) provide a safe and supportive community for LGBT students and students who are confused or unsure about their sexuality and staff at the University of Hull;
- (b) offer support and advice to LGBT individuals and respect the person's confidentiality unless there is a perceived risk to themselves or others;
- (c) represent the views of LGBT members of HUU to HUU and the University;
- (d) ensure HUU's Equal Opportunity policy is fair to LGBT members;
- (e) organise campaigns on LGBT issues and awareness;
- (f) promote links with other similar groups and organisations, within the local community, regional area and nationally;
- (g) raise funds to support these aims.

3. **Chair LGBT Committee**

The Chair of the LGBT Committee shall be elected once per academic year, in accordance with S.O. 8001. The Chair of the LGBT Committee shall have responsibility for both the Executive and the Committee. The Chair LGBT is a member of the Welfare Zone.

4. **Membership**

The LGBT Committee has two types of membership:

(a) **Full Membership:**

Full membership is open to all LGBT self defining and those who are confused or unsure about their sexuality and are full members of HUU as defined in the Byelaws.

(b) **Associate Membership:**

Associate membership is open to all self defining LGBT associate members of HUU as defined in the Byelaws.

5. **Elections**

The Chair LGBT Committee and members of the Committee shall be elected in semester two in accordance with S.O. 8001 and shall hold their positions for the next academic

year. Vacancies are to be elected in accordance with S.O 8008. If a member is elected through an emergency election during the academic year to fill a vacant post then they shall hold the position until the end of that academic year.

6. **Executive Committee**

In addition to the LGBT Officers there shall be an Executive Committee. The Executive shall be active in the promotion of LGBT rights; in HUU, nationally and globally in accordance with HUU's charitable objects. The Executive shall be responsible for the organisation, direction and performance of the Committee in fulfilling its strategy. The Executive shall be responsible for monitoring and updating its long term strategy.

The voting membership of the Executive shall be:

(a) **Chair LGBT**

(b) **Secretary:**

The Secretary shall assist the LGBT Officer in the administration and organisation of the Committee. The Secretary shall be responsible for maintaining the membership list of the Committee; ensuring the Committee meets all relevant dates detailed in the Regulations; preparing and circulating publicity prior to meetings and taking minutes;

(c) **Treasurer:**

The Treasurer shall be responsible for monitoring the Committee's Primary and Secondary accounts and ensuring they are not overspent. Responsibilities shall include budgeting; monitoring expenditure and signing claim forms;

(d) **Campaigns Officer:**

The Campaigns officer shall assist the committee in the running of its awareness campaigns and ensuring they are suitable for the entire membership;

(e) **Publicity Officer:**

The fundraising officer shall be responsible for raising funds to support the campaigns and activities of the committee;

(f) **Social Secretary:**

The Social Secretary shall be responsible for ensuring that the committee engages its membership in social activities;

7. **Meetings**

Meetings of the Committee shall take place at least bi-weekly, and meetings of the Executive on a weekly basis.

8. **Quorum**

The quorate of such meetings shall be three of the voting membership plus the Chair.

9. **Minutes**

The minutes shall be taken by the Secretary.

10. **Voting**

All votes shall require a two thirds majority to pass. All votes shall be public except those on motions of caution, censure and no confidence which shall be conducted by secret ballot, counted by the Secretary and checked by the Chair.

11. **Powers**

The Executive shall be able to:

- (a) Pass a motion of caution against the Chair LGBT Committee as detailed in S.O. 8008;
- (b) Bring motions of censure and no confidence as detailed in S.O. 8008 against a Chair LGBT Committee to Council;
- (c) Pass a motion of caution, censure or no confidence against other Executive or Committee members as detailed in S.O. 8008. Motions of no confidence are to be ratified by Council and if successful the member is removed from the Executive;
- (d) Submit questions in writing to the trustees of HUU to be asked by the Vice President Welfare;

12. **Budget**

Vice President Welfare is the budget head for the Committee in accordance with S.O 5001 and shall ultimately control expenditure. The Vice President Welfare may request the Treasurer attend Welfare Zone and/or Council to report on the financial performance of the Committee.

SR/SM/EG

November 2010

Passed by UEC on:

Passed by Union Council on: