

Faculty Forum-Proposed Constitution

To be inserted as section “E” of the CUSU Standing Orders

E.1 Membership

i) The Faculty Forum shall consist of the following, who shall be designated as “members”: the Academic Affairs Officer; the Education Officer; the Faculty Liaison Officer; student representatives elected as class (f) members of Faculty Boards; student representatives on the Boards of History and Philosophy of Science, Land Economy and the Institute of Criminology and student representatives on the Biotechnology, Computer Sciences, and Chemical Engineering Syndicate. Other members of CUSU shall be allowed to observe the Faculty Forum as “observers”. Members should inform the secretary should they cease to be eligible for membership, as soon as is practical.

E.2 The Chairman and Secretary

The Faculty Forum shall be chaired by the Education Officer. The Faculty Liaison Officer shall act as its secretary. In the event of the Education Officer or Faculty Liaison Officer being absent from a meeting, then the members shall elect a replacement chairman or secretary for the duration of the meeting.

E.3 The Division of the Faculty Forum

The Faculty Forum shall be divided into two sections. The first section shall consist of the CUSU Officers and those members who represent students reading arts subjects. It shall be called the Faculty Forum (Arts). The second section shall consist of the CUSU Officers and those members who represent students reading science subjects. It shall be called the Faculty Forum (Sciences).

E.4 The Annual General Meeting

The first meeting of Lent Term shall be an Annual General Meeting of all members.

E.5 Ordinary Meetings

Apart from the Annual General Meeting and any Special General Meetings, the Faculty Forum shall meet divided into its two sections. Each section shall meet at least once a term. Each section may propose motions to CUSU Council on its own or ask the other section to ratify them first so that they may be proposed as one.

E.6 Agenda

The Agenda shall normally consist of:

- 1) Minutes from the previous meeting.
- 2) Matters arising.
- 3) Reports from members.
- 4) Proposals of motions to CUSU Council.
- 5) Elections.
- 6) Any other business

E.7 Elections

The Faculty Forum shall, at the Annual General Meeting, elect 3 of its members to represent it with voting rights at CUSU Council. A forth person shall be elected as

Faculty Liaison Officers. Any member may nominate himself or herself for any position at any time before the election. “Reopen Nominations” shall always be a candidate in elections. The election shall be carried out under the Single Transferable Vote, as recognised by the Election Reform Society. The count shall be carried out immediately. In case of a contested election, hustings will be carried out in the style of other CUSU Elections. The term of office runs from election until the next Annual General Meeting or until the officer ceases to become a member of the Faculty Forum, whichever shall be shorter.

E.8 By-Elections

In the event of a position becoming vacant, then a request for new nominations shall be made by the secretary or chairman to the members by e-mail. During Full Term, nominations shall close no sooner than 5 days after the call for nominations. Outside Full Term they shall close no sooner than 14 days after the call for nominations. The by-election shall then take place at the time and venue scheduled for the next Faculty Forum meeting. In the event of this being a section meeting, then it shall be renamed as a “Special General Meeting” and opened to all members. If a by-election is uncontested, then the candidate or candidates, at the discretion of the chairman, may assume the responsibilities of the office on condition that they add “Acting” to their title.

E.9 The Faculty Forum Representatives on CUSU Council

The three Faculty Forum Representatives on CUSU Council represent Faculty Forum Members at CUSU Council. They should vote in line with what they believe is the view of the Faculty Forum. If they are uncertain, then they should seek guidance from the Faculty Forum either before the Council Meeting or afterwards (as CUSU Council votes may be changed retrospectively). They should attend 80% of Council Meetings and send proxies to those which they are unable to attend. The Faculty Forum may hold a vote of no confidence if their attendance rate becomes unacceptable.

E.10 The Faculty Liaison Officer

The Faculty Liaison Officer is a member of the CUSU Executive in addition to holding the responsibilities of a Faculty Forum Representative on CUSU Council. The Faculty Liaison Officer should attend CUSU Executive meetings and work closely with the Education Officer and Academic Affairs Officer on education issues within the university with a particular interest in the activities of the Faculty Forum members. Additionally, he or she acts as secretary to the Faculty Forum.

E.11 Amendments

Amendments to this constitution shall be passed by both sections of the Faculty Forum and ratified by CUSU Council.