

Imperial College Union
Restoring Union Status to the RSM
Proposed by Jon Matthews and Daniel Hill, RSM President
Seconded by those listed in Appendix I

Imperial College Union Notes

1. That the RSM lost its Union status at the end of the 2001-2002 academic year when a College re-organization abolished the RCS, RSM, C&GC and ICSM replacing them with the FoLS¹, FoPS¹, FoE and FoM.
2. That despite College originally insisting that the FUs for these bodies be called the FoLSSA, FoPSSA (since merged to the FoNSSA), FoESA and FoMSA, permission was granted last year to use the historic names of RCSU, CGCU and ICSMSU despite these not being in line with College nomenclature.
3. That when the restructuring of the Union was initially discussed in 2001 (separate to the College restructuring), it was to counter apathy in the RCSU and CGCU and the ICSMSU and RSMU were held up as examples of how FUs should work.
4. That the Arif *et al.* paper that linked Union restructuring to College restructuring still held a place for the RSMU.
5. That the RSMU was disbanded by implication in the Ganesh paper mandated by the Arif *et al.* paper but that the fact that the RSMU was being disbanded was not made particularly clear.
6. That despite only a small handful of students currently at Imperial having any experience of the RSM as a Faculty Union, there is still a very strong feeling within the RSM and others that the RSM should still have Union status.
7. That there are currently two types of body with Union status, the Faculty Unions (currently RCSU, CGCU and ICSMSU) and the Campus Unions (currently Silwood Park Union and Wye College Union Society).
8. That the RSM is currently classified as a CSC.
9. That under the current constitution, CSC officers are elected by their committee meaning the RSM committee should be elected only by the outgoing committee.
10. That a CSC is there to manage and oversee the operations and activities of a set of clubs allocated to it.
11. That a CSC Executive has limited activity other than the above management and oversight duties (notable exceptions being the RCC Night Hike and ACC Bar Nights).
12. That despite the classification as a CSC, a large amount of RSM activity is carried out by the RSM Executive in the interests of all students on those courses that formed the RSM at the time of its abolition.
13. That membership of a CSC is conferred by the conscious decision of a member to join a club under the management control of that CSC and is terminated by the decision to leave that club or automatically at the end of the academic year when all club memberships cease.
14. That membership of a Faculty Union is conferred by the commencement of a particular course of study at Imperial College and terminated by the completion, cessation or interruption of that course.
15. That membership of the RSMCSC is conferred by the commencement of a particular course of study at Imperial College and terminated by the completion, cessation or interruption of that course.

¹ The FoLS and FoPS have since been merged to form the FoNS.

16. That there is currently no constitutional bar to a Full Member not registered on one of the courses defining the membership of the RSM standing for office in the RSM.
17. That the RSMCSC acts in much the manner of an FU from the very first day RSM students are on campus.
18. That the RSM and CGCU do not make particularly good bed-fellows.
19. That Imperial College still awards the ARSM to graduates of the old RSM courses.

Imperial College Union Believes

1. That the organization of the ICU should not be dictated by Imperial College but rather by the members of the ICU.
2. That the Union's primary raison d'être must always be to represent and cater for the wants, needs and interests of its membership, not those of the College management.
3. That it is time for the ICU to stand up for its members interests, not kowtow to the wishes and interests of the College management and their associated mandarins.
4. That the majority of RSM students wish for Union status to be restored to the RSMCSC.
5. That the current activities and membership status of the RSMCSC are those of a Union, not a club management committee.
6. That representation is best carried out by smaller bodies and so creating an RSMU will be to the benefit of both RSM and C&GC students.

Imperial College Union Resolves

1. To restore Union status to the RSM.
2. To amend the Union Constitution and Regulations by adopting those changes detailed in Appendix II to reflect this change and update all numbering in the Constitution and Regulations as appropriate.
3. To approve the Royal School of Mines Union as presented in Appendix III.
4. To mandate the ICU President and ICU Deputy President (Education and Welfare) to negotiate with College to secure positions for RSMU representatives on all relevant committees.

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Appendix II: Changes to the ICU Constitution and Regulations

Constitution

12. Committees of the Union

1. In addition to the Trustee Board, Council, Executive Committee, and Court, there shall be the following standing committees of the Union:
 1. The Clubs and Societies Board,
 2. The Representation and Welfare Board,
 3. Clubs and Societies Committees,
 4. President's Committees,
 5. Faculty Unions,
 6. Constituent and Campus Unions, and
 7. The Graduate Students' Association.
2. **Delegation**

The Council, Executive Committee and the standing committees may establish and thereafter dissolve sub-committees and delegate powers to them or individuals save:

 6. The Sabbatical Officers shall be *ex officio*:
 - b. Non-voting members of the Faculty Unions and their committees and the Constituent and Campus Unions and their committees, and

13. The Faculty Unions

1. The Faculty Unions are the students' unions for the respective Faculties of Imperial College and an integral part of the Union.
2. ~~The Faculty Unions' constitutions shall not contradict this Constitution, its Regulations nor Union or operational policy. Amendments to their constitutions require the approval of the Executive Committee, which shall either accept the amendments or refer them to the Council for consideration.~~

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14. The Constituent and Campus Unions

1. The Constituent and Campus Unions are the students' unions for the former Royal School of Mines and the outlying campuses of Imperial College and an integral part of the Union.
2. The Constitutional and Campus Unions' constitutions shall not contradict this Constitution, its Regulations nor Union or operational policy. Amendments to their constitutions shall require the approval of the Executive Committee, which shall either accept the amendments or refer them to the Council for consideration.

Regulation Three – Officers of the Union

A. Officers of the Union

1. The Officers of the Union shall be the:
 1. President,
 2. Deputy President (Clubs and Societies),
 3. Deputy President (Education and Welfare),
 4. Deputy President (Finance and Services),
 5. Council Chair,
 6. President of the City and Guilds College Union,
 7. President of the Imperial College School of Medicine Students' Union,
 8. President of the Royal College of Science Union,
 9. President of the Royal School of Mines Union,
 10. President of the Silwood Park Union,
 11. President of the Wye College Union Society,
 12. Arts and Entertainments Board Chair,
 13. Athletics Clubs Committee Chair,
 14. Graduate Students' Association Chair,
 15. Media Group Chair,

16. Overseas Societies Committee Chair,
17. Recreational Clubs Committee Chair,
18. ~~Social Clubs Committee Chair,~~
19. City and Guilds College Union Academic Affairs Officer (Taught Students),
20. Imperial College School of Medicine Students' Union Academic Affairs Officer (Taught Students),
21. Royal College of Science Union Academic Affairs Officer (Taught Students),
22. City and Guilds College Union Academic Affairs Officer (Research Students),
23. Imperial College School of Medicine Students' Union Academic Affairs Officer (Research Students),
24. Royal College of Science Union Academic Affairs Officer (Research Students),

25. City and Guilds College Union Welfare Officer,
26. Imperial College School of Medicine Students' Union Welfare Officer,
27. Royal College of Science Union Welfare Officer,

28. Community Action Group Chair,
29. Equal Opportunities Officer,
30. Welfare Campaigns Officer,
31. RAG Chair.

Deleted: <#>Royal School of Mines Committee Chair, ¶
<#>Silwood Park Union Chair, ¶

Deleted: <#>Wye College Union Society President, ¶

D. Job Descriptions for Other Union Officers

15. The **Presidents of the Faculty Unions and Constituent and Campus Unions and the Chairs of the Clubs and Societies Committees, Graduate Students' Association, Community Action Group and RAG**

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The Presidents of the of the Faculty Unions, and Constituent and Campus Unions and the Chairs of the Clubs and Societies Committees, Graduate Students' Association, Community Action Group and the RAG Chair, in addition to any duties laid down by their respective Faculty Union, Constituent or Campus Union or committee, shall:

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- i. Represent the interests of their members at the appropriate Union, Faculty and College Committees,
- ii. Be responsible for the development and preliminary interpretation of their constitutions,
- iii. Be responsible to the Deputy President (Finance and Services) for all aspects of their union's or committee's finances,
- iv. Be responsible to the Deputy President (Clubs and Societies) for the duty of care and Health and Safety of their members,
- v. In the case of the Faculty Union Presidents, the Presidents of the Constituent and Campus Unions, the Graduate Students' Association Chair and the Overseas Societies Committee Chair, be responsible to the Deputy President (Education and Welfare) for the education and welfare issues of their members,
- vi. Be accountable to Council for the activities of their union or committee, and
- vii. Carry out such duties as may, from time to time, be laid down by the Council or the Executive Committee.

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Deleted: the Silwood Park Chair and the Wye College Union Society President,

Regulation Four – Elections and Referenda

A. General Provisions

1. All elections in Imperial College Union, Faculty Unions, Constituent and Campus Unions, Clubs and Societies Committees and clubs and societies shall be held according to these regulations.
8. In these regulations, "constituent part" means any committee (except the Council), Faculty Union, Constituent or Campus Union, club or society.

Deleted: outlying campuses affiliated to the Union

B. Eligibility to Participate

11. The right to stand, nominate and vote in elections for the officers of the Faculty Unions, the Constituent or Campus Unions, the Graduate Students' Association and clubs and societies may be restricted to their full members only.

E. Elections for Non-Sabbatical Posts

26. Elections for all non-sabbatical Union Officers except for officers of the Faculty Unions, Constituent and College Unions and Chairs of the Clubs and Societies Committees shall be by and from the Full Membership at Council or by College-wide secret ballot as may be prescribed.
27. Elections for Faculty Union and Constituent and Campus Union Presidents shall be by secret ballot in the relevant departments or campuses, by and from all full members of the respective Faculty Union or Constituent or Campus Union. Other Faculty Union and Constituent and Campus Union posts shall be elected at a meeting or by departments- or campus-wide secret ballot as may be prescribed.

Deleted: <#>Silwood and Wye may restrict eligibility to stand, nominate and vote to those students on courses of study predominantly at those campuses. ¶

J. Supervision of Elections

Returning Officer

63. The Returning Officer shall be:
 4. For Faculty Unions, Constituent and Campus Unions, committees, clubs and societies, their President or Chair, unless otherwise prescribed.

Appeals Panel

97. If the election is held by a Faculty Union, Constituent or Campus Union, committee, club or society, the Court may delay involvement until any internal appeals process is exhausted.

Regulation Five – Composition of Union Committees

A. The Council

1. The Council shall consist of:

The Chair of Council

- i. Council Chair.

Sabbatical Officers

- ii. President,
- iii. Deputy President (Clubs and Societies)
- iv. Deputy President (Education and Welfare)
- v. Deputy President (Finance and Services)

Non-Sabbatical Officers

- vi. President of the City and Guilds College Union,
- vii. President of the Imperial College School of Medicine Students' Union,
- viii. President of the Royal College of Science Union,
- ix. President of the Royal School of Mines Union,
- x. President of the Silwood Park Union,
- xi. President of the Wye College Union Society,
- xii. Graduate Students' Association Chair,
- xiii. Arts and Entertainments Board Chair,
- xiv. Athletic Clubs Committee Chair,
- xv. Media Group Chair,
- xvi. Overseas Societies Committee Chair,
- xvii. Recreational Clubs Committee Chair,
- xviii. Social Clubs Committee Chair,
- xix. Equal Opportunities Officer,
- xx. Community Action Group Chair,
- xxi. RAG Chair,
- xxii. Welfare Campaigns Officer,
- xxiii. City and Guilds College Union Academic Affairs Officer (Taught Students)
- xxiv. Imperial College School of Medicine Students' Union Academic Affairs Officer (Taught Students)
- xxv. Royal College of Science Union Academic Affairs Officer (Taught Students),
- xxvi. City and Guilds College Union Academic Affairs Officer (Research Students),

Deleted: <#>Royal School of Mines Committee Chair, ¶
<#>Silwood Park Chair, ¶

Deleted: <#>Wye College Union Society President, ¶

- xxvii. Imperial College School of Medicine Students' Union Academic Affairs Officer (Research Students),
- xxviii. Royal College of Science Union Academic Affairs Officer (Research Students),
- xxix. City and Guilds College Union Welfare Officer,
- xxx. Imperial College School of Medicine Students' Union Welfare Officer,
- xxxi. Royal College of Science Union Welfare Officer,

Ordinary Members

- xxxii. Fifteen Union Councillors elected proportionately from undergraduate and postgraduate Faculty constituencies,
- xxxiii. One Union Councillor elected by non-Faculty Students.

The President shall review the allocation of Councillors annually to ensure that it remains representative of the proportions of students in each constituency.

Permanent Observers

- xxxiv. The Felix Editor,
- xxxv. The Court Chair and Deputy Court Chair,
- xxxvi. The Union General Manager, and
- xxxvii. The Honorary Senior Treasurer.

B. The Executive Committee

- 2. The Executive Committee shall consist of:
 - 1. The Sabbatical Officers,
 - 2. The Presidents of the Faculty Unions,
 - 3. The Presidents of the Constituent and Campus Unions.
 - 4. The Graduate Students' Association Chair,
 - 5. Two Clubs and Societies Committee Chairs, elected by the Council as ordinary members on the recommendation of the Clubs and Societies Board, and
 - 6. Two members of the Representation and Welfare Board, elected by the Council as ordinary members on the recommendation of the Representation and Welfare Board,

C. The Clubs and Societies Board

Membership

- 15. The Clubs and Societies Board shall consist of:
 - 1. The Sabbatical Officers,
 - 2. A representative appointed by each Faculty Union,
 - 3. A representative appointed by each Constituent or Campus Union.
 - 4. A representative appointed by the Overseas Societies Committee,
 - 5. The Chairs of the other Clubs and Societies Committees,
 - 6. The Community Action Group Chair, and
 - 7. The RAG Chair.

Deleted: <#>A representative appointed by the Silwood Park Union, ¶
<#>A representative appointed by the Wye College Union Society, ¶

D. The Representation and Welfare Board

Membership

- 25. The Representation and Welfare Board shall consist of:
 - 1. The Sabbatical Officers,
 - 2. A representative appointed by the Faculty Unions,
 - 3. A representative appointed by the Constituent and Campus Unions.
 - 4. A representative appointed by the Graduate Students' Association,
 - 5. Equal Opportunities Officer,
 - 6. Welfare Campaigns Officer,
 - 7. A representative appointed by the Overseas Societies Committee,
 - 8. The Faculty Welfare Officers,
 - 9. The Faculty Academic Affairs Officers (Taught Students),
 - 10. The Faculty Academic Affairs Officers (Research Students),
 - 11. A representative appointed by the Halls Committee, and
 - 12. Such additional voting or non-members as it may co-opt.

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Deleted: Chair

E. The Faculty Unions

34. The Faculty Unions shall consider welfare and academic affairs issues relating to students at those respective faculties and shall provide for the co-ordination of student activities within their Faculty. Deleted: ,
35. The Faculty Unions are the governing committees of their clubs and societies, and their decisions are binding upon clubs and societies administered by them.
36. The Faculty Unions are:
1. The City and Guilds College Union, for the Faculty of Engineering,
 2. The Imperial College School of Medicine Students' Union, for the Faculty of Medicine.
 3. The Royal College of Science Union, for the Faculty of Natural Sciences.
37. Faculty Unions have constitutions that shall govern their activities, subject to any Union rule.
38. Faculty Union constitutions shall be amended as set out in paragraph 13.2 of the Constitution.
39. The President of the Faculty Union shall make preliminary interpretations of their constitution, which shall be reported to and reviewed by the Faculty Union Executive Committee. Where an interpretation involves a Union rule, the matter shall be referred to the Union President or Court.

F. The Constituent and Campus Unions

38. Notwithstanding paragraph 34, the Constituent and Campus Unions shall consider the welfare and academic affairs issues relating to students on courses in or predominantly at those respective departments or campuses, act as an advocate on their behalf throughout Imperial College Union and shall provide for the co-ordination of student activities within their respective departments or campuses.
39. The Constituent or Campus Unions are the governing committees of their clubs and societies, and their decisions are binding upon clubs and societies administered by them.
40. The Constituent and Campus Unions are:
1. The Royal School of Mines Union, for the departments that made the former Royal School of Mines,
 2. The Silwood Park Union for students on courses of study predominantly at Silwood Park, and
 3. The Wye Campus Union Society for students on courses of study predominantly at the Wye Campus.
41. Constituent and Campus Unions have constitutions that shall govern their activities, subject to any Union rule.
42. Constituent or Campus Union constitutions shall be amended as set out in paragraph 14.2 of the Constitution.
43. The President of the Constituent or Campus Union shall make preliminary interpretations of their constitution, which shall be reported to and reviewed by the Constituent or Campus Union Executive Committee. Where an interpretation involves a Union rule, the matter shall be referred to the Union President or Court.

G. The Clubs and Societies Committees

Names

44. The Clubs and Societies Committees shall be the:
1. Arts and Entertainments Board,
 2. Athletics Clubs Committee
 3. Media Group,
 4. Overseas Societies Committee,
 5. Recreational Clubs Committee, and the
 6. Social Clubs Committee.

General

45. The Clubs and Societies Committees shall provide for the co-ordination and development of student activity within their clubs and societies or central activities.
46. The Clubs and Societies Committees may elect, mandate, censure and dismiss their officers. They are the governing committees of their clubs and societies, and their decisions are binding upon clubs and societies administered by them.

Standing Orders

47. Clubs and Societies Committees shall adopt standing orders which shall govern their activities, subject to any Union rule.
48. Amendments to their standing orders require the approval of the Executive Committee, which shall either accept the amendments or refer them to the Council for consideration.

Deleted: <#>Royal School of Mines Committee, ¶
<#>Silwood Park Union, ¶

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Deleted: <#>Wye College Union Society. ¶

Deleted: Silwood Park and Wye College Union Society shall consider academic affairs and welfare issues relating to their members.

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Deleted: <#>The Silwood Park Union and the Wye College Union Society shall operate under their own constitutions which shall govern their activities, subject to any Union rule. ¶

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Deleted: Constitutions or standing orders shall be approved by the Council

49. The Chair of the Clubs and Societies Committee shall make preliminary interpretations of their standing orders, which shall be reported to and reviewed by the committee. Where an interpretation involves a Union rule, the matter shall be referred to the Union President or Court.

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H. The President's Committees

Colours Committee

52. The Colours Committee shall consider recommendations for the Colours and Awards of the Union, in accordance with Union policy.
53. It shall consist of the:
1. Sabbatical Officers,
 2. Presidents of the Faculty Unions,
 3. Presidents of the Constituent and Campus Unions,
 4. Chair of the Graduate Students' Association, and the
 5. Chairs of the Clubs and Societies Committees.
54. It shall be chaired by the President, with a quorum of six members, and meet as required under Union policy.

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Health and Safety Committee

61. The Health and Safety Committee shall consider and monitor Health and Safety issues in the Union and shall advise on the adequacy and suitability of current Health and Safety policies and practices.
62. It shall consist of:
1. The Sabbatical Officers,
 2. A representative appointed by each Faculty Union,
 3. A representative appointed by each Constituent or Campus Union,
 4. A representative appointed by each Clubs and Societies Committee.
63. The Union General Manager, any staff member appointed as Departmental Safety Officer and other posts determined by the President, particularly including those responsible for commercial services, shall be permanent observers.
64. It shall be chaired by the Deputy President (Clubs and Societies) and shall have a quorum of six voting members.
65. It shall meet at least once per term. An emergency meeting may be called by a Sabbatical Officer, or three members or permanent observers.

I. The Graduate Students Association

General

74. The Graduate Students' Association ("GSA") shall co-ordinate and oversee all welfare and academic affairs issues relating to students registered on postgraduate courses, act as an advocate on their behalf throughout Imperial College Union and shall provide for the co-ordination of student activities targeted towards graduate students.
75. There shall be the following officers of the GSA who shall be elected by cross campus secret ballot:
1. Chair,
 2. Treasurer,
 3. Secretary, and
 4. Activities Co-ordinator.

Standing Orders

76. The GSA shall have standing orders which shall detail the following:
1. The aims and objects of the Association,
 2. The officers of the Association and their job-descriptions,
 3. The composition of the Association and its sub-committees,
 4. Procedure for ordinary and emergency meetings,
 5. Procedure for the election, mandating, censure and dismissal of its officers, and
 6. Any other matters within the competence of the Association.
77. Amendments to its standing orders require the approval of the Executive Committee, which shall either accept the amendments or refer them to the Council for consideration.
78. The Graduate Students' Association Chair shall make preliminary interpretations of the standing orders of GSA sub-committees, which shall be reported to and reviewed by the GSA Executive Committee. Where an interpretation involves a Union rule, the matter shall be referred to the Union President or Court.

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Regulation Seven – Disciplinary and Complaints Procedure

E. Censure and No Confidence Motions

Jurisdiction

39. The Court and the policy-making bodies of the Faculty Unions, Constituent and Campus Unions, Clubs and Societies Committees, RAG, Community Action Group, clubs and societies may censure or dismiss their officers and representatives (including those that are Officers of the Union). These committees', clubs' or societies' constitutions or standing orders shall comply with Part I and may further restrict or prohibit censure or dismissal.

Regulation Eight – Union Financial Regulations

Limits of Authority

19. A Faculty Union President, Constituent or Campus Union President, the Chair of a Clubs and Societies Committee or the Chair of a President's Committee may authorize expenditure up to £1,000 from their budget. In the absence of the Chair/President, the relevant Honorary Junior Treasurer may authorize expenditure on his or her behalf.

~~Committee, Faculty Union and Constituent or Campus Union Honorary Senior Treasurers~~

41. The appointment of an Honorary Senior Treasurer shall be determined by the Council on the advice of the relevant Faculty Union, Constituent or Campus Union or Committee President or Chair and he or she shall:
1. Act as payment authority to the relevant bank account,
 2. Oversee all expenditure and bring any possible anomalies or discrepancies in the financial management of that Faculty Union, Constituent or Campus Union or Committee to the attention of the relevant President or Chair and the Union Honorary Senior Treasurer, and
 3. Ensure that all books and financial records pertaining to the relevant account are submitted to the Union General Manager within 15 days of the end of the financial year.

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Appendix III: Royal School of Mines Union Constitution

Royal School of Mines Union Constitution

1. Name and Status

1. The name of the constituent union of the Imperial College Union, hereinafter referred to as "the ICU" referred to in this Constitution shall be the Royal School of Mines Union, hereinafter referred to as "the RSMU".
2. The RSMU shall be a Constituent Union of the ICU.
3. The RSMU and its recognised clubs and societies may use the name and arms of Imperial College and the Royal School of Mines in their titles and in pursuit of their activities but they may not assign the privilege to any other individual, group or company without the approval of the College Secretary or his or her nominee. In using the names and arms, the RSMU and its clubs and societies shall have due regard for Imperial College's status and reputation.

2. Aims and Objects

1. The aims and objects of the RSMU shall be:
 1. The furthering of the interests of the members and the status of the RSM,
 2. The promotion of sport and social activity within the RSM,
 3. The promotion of interest in all aspects of the geosciences and materials science,
 4. The promotion of social intercourse among its members.
2. In pursuing its aims and objects, the Union shall govern itself democratically and with regards to the principles of equality and diversity.

3. Membership

1. The following persons shall be members of the RSMU, as provided in the following categories. Membership of the ICU or RSMU entitles the holder to make use of all facilities, amenities and services of the RSMU.
2. **Full Members**
 1. All registered students of Imperial College London studying in the departments of Earth Science and Engineering and Materials are Full Members of the RSMU.
 2. Only Full Members of the ICU are entitled to receive any form of subsidy from the RSMU.
 3. Only Full Members of the RSMU are entitled to participate in the government of the RSMU.
3. **Honorary Members**
 1. The RSMU may confer honorary membership upon those persons deemed to have served the RSMU in a positive manner. The terms under which persons are elected to honorary membership shall be set out in policy.
4. **Life Members**
 1. A person shall be entitled to become a Life Member of the RSMU if they become a Life Member of the ICU and are currently or have previously been:
 - a. A member of the RSMU or its former inceptions.
 - b. A Research or Teaching Assistant within the departments of Earth Science Engineering or Materials for at least two academic years.
 - c. A member of Imperial College Staff or Research Associate in the departments of Earth Science Engineering or Materials for at least two academic years.
 2. Life Members may not participate in the government of the Union except where permitted under the ICU Constitution.
 3. No fee shall be payable for Life Membership of the RSMU.
5. **Government of the RSMU**
 1. Only Full Members of the RSMU are permitted to participate in the government of the RSMU, that is standing for or holding office, or voting in any election or meeting.
 2. A person who is not a Full Member may only participate in the government of the RSMU as set out above under the terms of the ICU Constitution for persons who are not a Full Member of the ICU.
 3. Notwithstanding paragraph 5.1:
 - a. The government of the clubs and societies of the RSMU shall be open to all Full Members of the ICU.

- b. A person holding sabbatical office and returning to a course qualifying that person for membership of the RSMU may stand for office in the RSMU if the term of office will commence after the end of their Sabbatical year.
 - c. Any Full Member of the ICU may be permitted to chair a meeting of the RSMU and will hold a casting vote in the event of a vote being equally split but shall not have a vote in any other circumstances.
6. **Opting Out**
 1. Any student shall have the right not to be a member of the RSMU and signify that he or she does not wish to be represented by it.
 2. The RSMU shall liaise with the ICU to ensure that any student exercising their right shall not be unfairly disadvantaged with regard to the provision of services by reason of having done so.
 3. A student opting out of membership of the ICU is deemed to have opted out of membership of the RSMU.
 4. A person who has opted out of the RSMU may rejoin with the permission of the General Committee subject to their qualification to hold membership as set out in paragraphs 3.2 – 3.4.
4. **Affiliation**
 1. The RSMU and its clubs and societies may affiliate to any organization which furthers its aims, subject to a resolution of the General Committee.
 2. Such organization shall not be of a religious or political nature, however clubs and societies may affiliate to a religious or political organization provided that organization furthers the aims of the club or society.
 3. If the RSMU or its clubs and societies decide to affiliate or donate monies raised to an external organization, they shall publish notice of the decision at a meeting of the General Committee stating the name of the organization and details of any monies paid or donated to that organization.
 4. The RSMU shall review the external organizations to which an affiliation fee has been paid or a donation given and report these annually by means of a published report.
5. **Officers of the RSMU**
 1. The Officers of the RSMU shall be the President and other Officers who shall be Full Members of the RSMU.
 2. The titles and duties of the officers of the RSMU and the means by which they are elected, censured and dismissed shall be established in the Regulations.
 3. In the event of a vacancy or an Officer of the RSMU being unable to fulfil his or her duties, the President may delegate those powers and responsibilities held by that Officer pending elections.
 1. In the event of a vacancy for President or the President being unable to fulfil his or her duties, the Vice President shall become President *pro tempore* and hold all powers and responsibilities of the President pending elections.
 4. In the event of a vacancy, nomination papers will go up within ten College days of the vacancy occurring.
 5. Officers of the RSMU and any other position within the RSMU for which a date is not otherwise prescribed shall hand over to their successor on the 1st August.
 6. No person may hold more than one Officer of the RSMU post.
6. **General Committee**
 1. The RSMU General Committee, hereinafter referred to as “the Committee”, shall be the sovereign and governing body of the RSMU. All Officers, committees, clubs and societies shall be accountable to the Committee.
 2. The Committee shall receive such reports from Officers and committees that it may require with the President and the RSMU Executive Committee reporting to each Ordinary Meeting. The Committee may require any Officer and any other post-holder within the RSMU to attend and answer questions.
 3. All Full Members of the RSMU may attend the Committee as an observer with full speaking rights and the right to propose and second motions and other business.
 4. The membership of the Committee and its standing orders shall be established in the Regulations.

Meetings

 5. The Committee meetings shall be classified as Ordinary or Emergency.
 6. Ordinary Meetings of the Committee shall be called once per term by the President who may also call Extraordinary Meetings as necessary during term time with at least five College days notice.
 7. Emergency Meetings shall be called by the President upon a request from:

1. The President,
 2. The RSMU Executive Committee,
 3. Resolution of an Ordinary Meeting of the Committee,
 4. Twenty Full Members of the RSMU.
8. Emergency Meetings shall:
1. Be held between two and five College days of being called.
 2. Discuss only those matters it was called to debate.
 3. Be entitled to refer back or overrule and decision or policy of the Executive or other committee of the RSMU so long as it pertains to the matter under debate.
7. **Executive Committee**
1. The Executive Committee, hereinafter referred to as “the Executive” shall be responsible for the general management of the Union and may prescribe policy subject to the direction of the Committee.
 2. The President shall convene the Executive at least every three weeks during term time.
 3. An Emergency Meeting of the Executive may be called by:
 1. A resolution of the Committee,
 2. The President, or
 3. Four other members of the Executive.
 4. Emergency action:
 1. The President may act on behalf of the Executive, provided that these actions are reported to and approved by the Executive at its next meeting.
 2. The Executive may act on behalf of the Committee in matters of urgency, provided that these actions are reported to and approved by the Committee at its next meeting.
8. **General Meetings**
1. General Meetings are held to ensure the accountability of the RSMU to its members.
 2. All Full Members of the RSMU may participate in and vote upon all aspects of business at a General Meeting. The quorum shall be 50 Full Members.
 3. The standing orders and procedures for the calling and conduct of General Meetings shall be established in the Regulations.
 4. A General Meeting may be called by the President upon receipt of a request by:
 1. The President,
 2. The Committee or Executive, or,
 3. A petition signed by at least 50 Full Members of the RSMU requesting a General Meeting, the meeting to be held within five College days of receiving such a petition.
 5. A General Meeting shall discuss a specific item of business only, and may:
 1. Review and refer back policy or operational policy approved by the Committee or Executive, and
 2. Hold the Executive Officers of the RSMU to account, and
 3. Exercise any other power granted to it by Regulations or RSMU policy.
 6. A General Meeting shall be chaired by a Full Member of the ICU appointed by the Committee.
9. **Referenda**
1. Referenda, in which all and only Full Members of the RSMU may vote, shall be the last resort in deciding policy of the RSMU,
 2. A referendum may be called by:
 1. Five percent of the Full Membership of the RSMU, or
 2. The Committee by two thirds majority, unless it is called within twenty College days of the end of the Summer Term, whereupon it shall be disregarded.
 3. A referendum must relate to policy previously decided by a referendum or referred back to it by a General Meeting.
 4. A motion for referendum shall relate to a single issue and have a ‘yes’ or ‘no’ resolution.
 5. A petition for a referendum under 10.4 shall include names, years, departments and signatures or College identification numbers (“CIDs”) of the petitioners and shall be received by the President. The constitutionality of the petition must be resolved by the ICU Court prior to the referendum proceeding.
 6. No issue shall be put to referendum if it has already been put to referendum:
 1. In the current academic year if it concerns affiliation by the RSMU to an external organization, or
 2. In the current or previous two academic years for any other issue.
 7. The referendum shall be determined by simple majority. If less than fifteen percent of the Full Membership vote then the referendum shall be null and void.

8. Policy decided by referendum shall be immediately binding upon the RSMU, subject to any reserved matter, and supersedes any previous policy. Any policy resulting from a referendum may only be reversed by a referendum.
9. If a referendum results in a draw, the motion subject to the referendum falls.
10. **Committees of the Union**
 1. The Committee and the Executive and other committees may establish and thereafter dissolve sub-committees and may delegate powers to them or individuals save:
 2. That such establishment or delegation shall not affect the rights, powers or representation of any other standing or sub-committee or individual, and
 3. That a record of the delegated power shall be reported by the Chair of the delegating committee to the Committee and retained by the President.
 4. The President shall be *ex officio*:
 1. A non-voting member of all RSMU clubs and societies and their committees, and
 2. A voting member of all other RSMU committees and sub-committees except disciplinary, disciplinary appellate, elections and referendum committees.
 5. All RSMU committees shall follow the standing orders and rules of procedure established in the Regulations.
11. **Clubs and Societies of the RSMU**
 1. The RSMU shall administer Clubs and Societies in advancing its Aims and Objects.
 2. Clubs and Societies shall be administered by their committees under their constitutions, which shall not contradict this Constitution or its Regulations, and governed under Policy.
 3. Any Full Member of the ICU is entitled to join any RSMU club or society as a Full Member with equal rights.
 4. Any Life or Associate Member of the ICU is entitled to join any RSMU club or society as an Associate Member.
 5. Any Full Member shall be entitled to stand for election to the committee of the club or society.
 6. New clubs and societies may be established under the policy and procedure laid down by the ICU.
12. **Finance**
 1. The President is responsible through the Deputy President (Finance and Services) to the President of the ICU for the finances of the RSMU.
 2. The day to day administration of the RSMU's finances shall be delegated by the President to the Honorary Junior Treasurer.
 3. All constituent parts of the RSMU shall comply with the ICU Finance Regulations and Procedures.
 4. There shall be an Honorary Senior Treasurer of the RSMU appointed by the ICU Council under the advice of the President, who shall oversee the financial management of the RSMU on behalf of the College. The Honorary Senior Treasurer shall bring any possible anomalies or discrepancies in the financial management of the RSMU to the attention of the President.
 5. The RSMU shall produce an annual budget submission to the ICU in line with the timetable and procedure set out by the Clubs and Societies Board of the ICU.
13. **Elections**
 1. Elections shall be fairly and properly conducted under the terms of the Education Act 1994 and in accordance with the procedures established in the Regulations.
 2. Only Full Members of the RSMU may vote in RSMU elections. Further restrictions may apply for certain RSMU positions as detailed elsewhere in the Constitution and Regulations.
 3. All candidates for election, their proposers and seconders must be Full Members of the RSMU. Further restrictions may apply for certain RSMU positions as detailed elsewhere in the Constitution and Regulations.
14. **Policy**
 1. Policy of the RSMU is subordinate to policy of the ICU.
 2. Policy of the RSMU shall be determined by the Committee and referenda.
 3. The Executive may determine operational policy when authorized by the Committee in support of a particular RSMU or ICU policy.
 4. Policy shall be valid for the remainder of the academic year in which it was adopted and the next three academic years. The President or relevant committee chair should re-present the policy with amendments as appropriate before it lapses and the Committee or relevant body may vote on whether to continue the policy for the next three academic years.
15. **Interpretation**

1. Words used in this Constitution and any Regulation made or policy passed hereunder have the same meaning as in the ICU Constitution and Regulations.
 2. This Constitution is bound by the Constitution and Regulations of the ICU.
 3. Regulations and Policy made under this Constitution shall not contradict the provision of this Constitution.
 4. The ICU Court is the ultimate body responsible for the interpretation of this Constitution, its Regulations and any policy, rule, act or omission made under it.
 5. If an issue requiring an interpretation arises when the ICU Court is not meeting, the chair of a meeting, or, if present, the President may give a preliminary ruling. Preliminary rulings do not bind the ICU Court.
 6. Precedent shall provide a basis for preliminary interpretations.
 7. Where an interpretation involves the Constitution or Regulations of the ICU, and the matter is not resolved, it shall be referred to the ICU President in the first instance.
16. **Amendments**
1. Amendments to this Constitution may be proposed by resolution of the Committee passed by two-thirds majority at two successive meetings not less than five and not more than forty College days apart. Amendments shall then be reviewed by the ICU Executive Committee who shall either pass the amendments or refer them to the ICU Council for consideration.
 2. Amendments to the Regulations may be proposed by resolution of the Committee passed by two successive meetings not less than five and not more than forty College days apart with the second reading passed by a two-thirds majority. Amendments shall then be reviewed by the ICU Executive Committee who shall either pass the amendments or refer them to the ICU Council for consideration.
17. **Regulations**
1. The Regulations of the RSMU are:
 1. Officers of the RSMU.
 2. Elections and Referenda.
 3. Composition of RSMU Committees.
 4. Standing Orders for RSMU Meetings.
 5. Disciplinary and Complaints Procedure.
 6. Colours, Regalia and Insignia.
18. **Revocation**
1. This Constitution shall be binding on the RSMU from the 28th April, 2008.
 2. From the 28th April, 2008, all previous Constitutions and Regulations are revoked.

Regulation One – Officers of the RSMU

A. Officers of the RSMU

1. The Officers of the RSMU shall be the:
 1. President,
 2. Vice-President,
 3. Honorary Secretary,
 4. Honorary Junior Treasurer,

 5. Academic Affairs Representative (Taught Students),
 6. Academic Affairs Representative (Research Students),
 7. Welfare Officer,
 8. Clubs and Activities Officer,
 9. Events Officer,
 10. Publicity Officer,
 11. Website Officer,
 12. Sponsorship Officer,
 13. Ball Officers,
 14. Foreign Students Officer,
 15. Regalia Officers,

 16. Pit Editor,
 17. Davy Bearer.

B. General Provisions

2. No person may hold more than one Officer of the RSMU post.
3. There shall be two Ball Officers and two Regalia Officers.
4. All posts may be held jointly except the:
 1. President,
 2. Vice-President,
 3. Honorary Secretary,
 4. Honorary Junior Treasurer.
5. An Officer of the RSMU may resign in writing to the President. The President may resign in writing to the President of the ICU.
6. The President is responsible for co-ordinating the work of the Officers of the RSMU and in the event of a vacancy or an Officer of the RSMU being unable to fulfil his or her duties, the President may delegate the powers and responsibilities of that Officer.
7. No Officer of the RSMU may co-opt their position.

C. Job Descriptions for Officers of the RSMU

8. President

The President shall:

- i. Uphold the policy and further the aims and objectives of the RSMU,
- ii. Represent the interests of their members at the appropriate Union, Faculty and College Committees,
- iii. Be responsible for the development and preliminary interpretation of the Constitutions,
- iv. Be responsible to the Deputy President (Finance and Services) for all aspects of the RSMU's finances,
- v. Be responsible to the Deputy President (Clubs and Societies) for the duty of care and Health and Safety of their members,
- vi. Be responsible to the Deputy President (Education and Welfare) for the education and welfare issues of their members,
- vii. Be accountable to the ICU Council for the activities of the RSMU,
- viii. Carry out such duties as may, from time to time, be laid down by the ICU Council or the ICU Executive Committee,
- ix. Maintain relations between the RSMU and the ICU, CGCU, College, and other committees, institutions and Unions as appropriate,
- x. Be responsible for the external communications of the RSMU,
- xi. Be responsible to the ICU for the RSMU's elections,
- xii. Be responsible for discipline and grievance issues within the RSMU,
- xiii. Chair the Committee and Executive,

- xiv. Supervise and co-ordinate the work of the other Officers of the RSMU,
 - xv. In the event of a vacancy or any Officer of the RSMU being unable to fulfil his or her duties and responsibilities, delegate those powers and responsibilities held by that Officer.
 - xvi. Negotiate extra duties for RSMU Officers where appropriate.
9. **The Vice-President**
The Vice-President shall:
- i. Uphold the policy and further the aims and objectives of the RSMU,
 - ii. Take on Presidential duties as appropriate,
 - iii. Support the Events Officer in the organizing of RSMU-wide events,
 - iv. Co-ordinate and organize the running of the RSMU Freshers' Ball,
 - v. Oversee the organization of the RSMU Christmas Dinner by the RSMU Ball Officers.
 - vi. Oversee the organization of the RSMU Final Finale.
10. **The Honorary Secretary**
The Honorary Secretary shall:
- i. Uphold the policy and further the aims and objectives of the RSMU,
 - ii. Be responsible for the provision of Office facilities and services,
 - iii. Oversee the accurate recording and compilation of all minutes of meetings of the Committee and Executive and archive full copies when appropriate.
 - iv. Maintain a list of names and contact details of Officers of the RSMU, representatives and officers of RSMU clubs and societies.
 - v. Maintain a current version of the Constitution and Regulations and ensure that it is available to all members of the ICU along with a full list of all RSMU policy.
 - vi. Be responsible for maintaining a full record of RSMU activity during the academic year.
11. **The Honorary Junior Treasurer**
The Honorary Junior Treasurer shall:
- i. Uphold the policy and further the aims and objectives of the RSMU,
 - ii. Be responsible to the President for the day to day management of the finances of the RSMU,
 - iii. Report the financial position of the RSMU to the Executive and Committee as required,
 - iv. Maintain an inventory of RSMU assets and financial records as required and in accordance with the ICU Finance Regulations and Procedures,
 - v. Monitor and authorize all expenditure within the RSMU in accordance with the ICU Finance Regulations,
 - vi. Prepare the RSMU's budget submission to the ICU and allocate any budget awarded,
 - vii. Represent the interests of RSMU members at ICU and other meetings as appropriate,
 - viii. Be responsible for informing all club and society officers with financial responsibility of their duties and responsibilities.
 - ix. Report any irregularities in the finances of the RSMU to the President.
12. **The Academic Affairs Representative (Taught Students)**
The Education Representative (Taught Students) shall:
- i. Work with the CGCU Academic Affairs Officer (Taught Students) to co-ordinate and supervise the activities of the Academic Representatives of the Taught Students in the RSMU,
 - ii. Represent the views of taught students in the RSMU to:
 - a. The Committee,
 - b. The Executive,
 - c. The CGCU Academic Affairs Officer (Taught Students),
 - d. All relevant ICU and College committees.
13. **The Academic Affairs Representative (Research Students)**
The Education Representative (Research Students) shall:
- i. Work with the CGCU Academic Affairs Officer (Research Students) to co-ordinate and supervise the activities of the Academic Representatives of the Taught Students in the RSMU,
 - ii. Represent the views of taught students in the RSMU to:
 - a. The Committee,
 - b. The Executive,
 - c. The CGCU Academic Affairs Officer (Research Students),

- d. All relevant ICU and College committees.

14. Welfare Officer

The Welfare Officer shall:

- i. Co-ordinate and supervise the promotion of welfare issues within the RSMU,
- ii. Co-ordinate and supervise the promotion of health and safety issues within the RSMU,
- iii. Represent the views of the members of the RSMU in matters concerning welfare and/or health and safety issues to:
 - a. The Committee,
 - b. The Executive,
 - c. The CGCU Welfare Officer,
 - d. All relevant ICU and College Committees.

15. The Clubs and Activities Officer

The Clubs and Activities Officer shall:

- i. Convene and chair the Clubs and Activities Committee,
- ii. Oversee the running of all RSMU Clubs and Societies,
- iii. Facilitate the organization of competitive and recreational sports teams within the RSMU,
- iv. Organize the RSMU's participation in the annual Bottle Match against the Camborne School of Mines.
- v. Liaise with Clubs and Activities Officers from the Faculty Unions for the organization of intramural sports and activity,
- vi. Encourage and support the active participation of the membership in sporting activity,
- vii. Co-ordinate and organize the running of a sports sub-committee to be comprised of all RSMU Sports Team Captains.

16. The Events Officer

The Events Officer shall:

- i. Co-ordinate and supervise a minimum of two events in each of the autumn and spring terms to be held on an RSMU-wide basis,
- ii. Recruit, manage and be responsible for the activities of an Events Sub-Committee to be comprised of volunteers from the student body,
- iii. Work with the Vice President in organizing RSMU-wide events,
- iv. Work with the Honorary Junior Treasurer to ensure that proper and realistic budgets are prepared and authorized for events,
- v. Co-ordinate the involvement of the RSMU in ICU RAG, including the organization of RAG events and representation of the RSMU to the ICU RAG committee where appropriate.

17. Publicity Officer

The Publicity Officer shall:

- i. Be responsible for publicizing the Union and its activities in a manner compliant with all relevant ICU policies and Regulations,
- ii. Maintain all notice-boards under the control or in the use of the RSMU,
- iii. Create and ensure the timely delivery of targeted publicity campaigns to promote and publicize specific Union events and activities,
- iv. Create and co-ordinate the delivery of an RSMU e-bulletin to promote and publicize the RSMU and its activities where appropriate.

18. Website Officer

The Website Officer shall:

- i. Maintain and develop the RSMU website,
- ii. Work with the Publicity Officer and Vice President to ensure adequate and correct content to further the RSMU's aims and objects,
- iii. Ensure that the contact details of the Officers of the RSMU and other relevant officers are correct and accessible via the RSMU website,
- iv. Ensure that the RSMU website complies with all relevant ICU and RSMU policy,
- v. Work to ensure that the RSMU website is accessible to those with disabilities.

19. Sponsorship Officer

The Sponsorship Officer shall:

- i. Be responsible for the co-ordination and running of sponsorship campaigns within the RSMU,
 - ii. Assist and advise officers of RSMU clubs in the procurement of sponsorship,
 - iii. Ensure that the RSMU's obligations to sponsors are met.
20. **Ball Officers**
The Ball Officers shall:
 - i. Co-ordinate the organization of the RSMU Christmas Dinner,
 - ii. Recruit, manage and be responsible for the activities of an RSMU Christmas Dinner Sub-Committee to be comprised of volunteers from the student body.
21. **Foreign Students Officer**
The Foreign Students Officer shall:
 - i. Organize the Foreign Students Week,
 - ii. Work with the Welfare Officer to promote the welfare and interests of non-home students within the RSMU.
22. **Regalia Officers**
The Regalia Officers shall:
 - i. Order and maintain the stocks of RSMU regalia,
 - ii. Work with the Honorary Junior Treasurer to ensure that proper and realistic budgets are authorized for all regalia orders,
 - iii. Work with the Publicity Officer to market and encourage sales of RSMU Regalia.
23. **Pit Editor**
The Pit Editor shall:
 - i. Organize the publication and distribution of the newsletter of the RSMU, which shall be called "The Pit",
 - ii. Organize the publication and distribution of a Freshers' Handbook, to be distributed to all Freshers before the commencement of the Academic year,
 - iii. Recruit assistance as necessary from the student body,
 - iv. Archive a copy of all publications.
24. **Davy Bearer**
The Davy Bearer shall:
 - i. Be responsible for the safe-keeping of the RSMU mascot,
 - ii. Be responsible for the presence of the RSMU mascot at all RSMU bar nights and other necessary events,
 - iii. Recruit assistance as necessary from the student body for the purposes of raising money for RAG via inter-Union mascotry.

Regulation Two – Elections and Referenda

A. General Provisions

1. All elections in the RSMU shall be held according to these regulations and the ICU Elections Regulations.
2. Only Full Members of the RSMU may participate or vote in any part of an election, though Life Members may act as returning officer.
3. Notwithstanding Paragraph 2, any Full Member of an RSMU club or society may participate in elections within that club or society.
4. All elections or referenda shall be conducted by secret ballot, except that an election held at a meeting with a single candidate (apart from New Election) may, if no elector dissents, proceed to elect summarily the person to office.
5. All elections shall be determined by Single Transferable Vote with Quota System, as defined by the Electoral Reform Society.
6. The candidate 'New Election' stands fully nominated for every post.
7. The President is responsible to the ICU President to ensure elections are fairly and properly conducted under the terms of the Education Act 1994.

B. Eligibility to Participate

8. All Full Members of the RSMU may stand and vote in an RSMU election unless otherwise prescribed. All Full Members of the RSMU may vote in an RSMU referendum.
9. A person holding sabbatical office may stand as a candidate in an RSMU election if they are returning to a course that qualifies that person for membership of the RSMU provided that the term of office will commence after the end of their sabbatical year.
10. Notwithstanding paragraph 9, no person holding sabbatical office may propose or second a candidate in any RSMU election.
11. RSMU clubs and societies may restrict eligibility to stand, nominate and vote in their elections to their Full Members only which will include all members who are Full Members of the ICU but not of the RSMU.

C. Nominations and Timetable

12. All elections require nominations to be publicized one week in advance and be placed on a public notice-board for at least one week, with the name, department, year and signature or College identification number ("CID") of the candidate, proposer and seconders.
13. Nomination papers shall include the name and contact details of the Returning Officer.
14. Elections for positions granting membership of the Executive *ex officio* or any position that is also and Officer of the ICU shall have additional requirements:
 1. Notice and publicity for the election should be produced five College days in advance of nomination papers being placed up,
 2. Nomination papers should be up for at least five College days, and
 3. At least four seconders are normally required.
15. At least two seconders are normally required for all other Officers of the RSMU and at least one seconder is normally required for all officers of RSMU clubs and societies.
16. The election shall be held within ten College days of nomination papers coming down.
17. In the event of a vacancy, nomination papers shall go up within ten College days of the vacancy occurring.
18. The time-limits in this regulation may be suspended by resolution of the ICU Council by two-thirds majority with a separate resolution required for each election.

D. Referenda

19. The Constitution provides the elementary rules of referenda. Other parts of these regulations only apply to referenda where specifically provided for.
20. Upon receipt of a petition through the President, the ICU Court shall consider its constitutionality and that of the subject matter of the referendum. The ICU Court may make orders to require further steps to be taken to complete a petition, or quash an unconstitutional petition or proposed policy.
21. The ICU Court shall determine the wording of the referendum question. In so doing it may, with the approval of those the Court deems responsible for organizing the petition and as an alternative to quashing a proposed policy, amend it to the extent that it becomes constitutional.
22. Once constitutionality is resolved, the Executive shall authorize notice to be given of the referendum within five College days.
23. The referendum shall be held between twenty and twenty-five College days of notice having been given. If notice has been published within twenty College days of the end of a term other than the

Summer Term, the Executive may direct the holding of the referendum in the first twenty College days of the next term.

24. A referendum committee shall act as the equivalent of the elections committee. The referendum committee shall initially be the Executive Committee, and the President the returning officer. Individual members may recuse themselves from membership or be removed by the ICU Court. The referendum committee or the Committee may appoint new members or a returning officer with the approval of the ICU Court.
25. The referendum committee may appoint campaign managers from each side, who shall be responsible for their campaigns, and may make rules for the running of the referendum.
26. All RSMU media must be equally available to both sides of the referendum. If the use of College and Union media is permitted, this must also be equally available to both sides of the referendum.

E. Campaigning and Publicity

General Publicity

27. The returning officer is responsible for ensuring the election is publicised in advance of nominations.
28. In any election or referendum publicity including, but not limited to, The Pit and club and society newsletters shall be equally available to all candidates. All media conducting interviews or discussions must notify all candidates in writing three days before the interview or discussion is due to take place.
29. All media or newsletter reports or comments must mention the names of all candidates standing for a post within the body of the report, in the case of elections, or attempt to produce a balanced debate on both sides of the argument in the case of referenda. In any case reports and comments should be fair and accurate.

Candidates' Publicity

30. No candidates' campaign publicity may appear prior to the close of nominations, in the case of elections, or before notice of a referendum is published, in the case of a referendum.
31. All publicity material is to be covered by a suitable receipt. The maximum amount that may be spent on an election or referendum campaign will be decided by the returning officer or elections committee and notified to the candidates at close of nominations.
32. No form of RSMU, ICU or College insignia shall appear on any candidate's publicity material.
33. Campaign publicity, including flyers, shall be removed from the line of sight and six metres of all ballot boxes.

Campaigning on the Record

34. Candidates are permitted to refer to other candidates in their publicity only to the extent permitted below:
 1. Statements made by candidates,
 2. Conduct by candidates previously or currently in office, related to their office,
 3. A disciplinary hearing in relation to a candidate.
35. Any reference must fulfil the following conditions:
 1. A reference must be relevant to a candidate's integrity or ability,
 2. No reference may be made which is merely scandalous or intended only to vilify, insult or annoy,
 3. No reference may be made to any personal trait of character, except in so far as it is clearly demonstrated by other statements or conduct,
 4. No reference may be made to another candidate's political views, except in so far as they relate to students in their interests as students,
 5. No reference may be made to another candidate's religious views.
36. Any reference to a statement or fact must be supported by substantial and independent evidence for example, meeting minutes, publications, reports, written publicity or hustings comments. The burden of proof is upon the person seeking to assert the facts or statements, to the extent that the returning officer or elections committee must be sure that they are true.
37. Reference may only be made to a disciplinary hearing and charges made in it if the candidate was found guilty of misconduct, censured or dismissed and no appeal is outstanding. The returning officer must deem it in the student interest for it to be revealed, and may make any restriction on revelation of detail about it.
38. If a candidate referred to in any publicity disputes the truth of such a statement and provides evidence or an explanation which results in the burden of proof no longer being met, or demonstrates that other regulatory restrictions applied, the publicity may then be disallowed. A returning officer may choose to hear both candidates' arguments in any fair way he or she wishes.
39. Publicity which is disallowed must be removed within 24 hours. If it involved any comment in a publication, it must be retracted or correcting comment put in within 24 hours, or in the next publication.
40. No new publicity referring to other candidates may be authorized within 48 hours of ballot boxes opening. This advance time may be extended by the returning officer or policy.

F. Hustings and Debates

41. There shall be hustings in all RSMU elections, to which all candidates are invited to speak and answer questions.
42. The returning officer (or elections committee if there is one) shall determine the date and format of hustings, which shall be chaired by the returning officer or a nominee.
43. The chair of hustings shall ensure that each candidate is treated equally in the proceedings, and that questions are directly or indirectly relevant to the potential performance of the candidate in the post being elected.
44. In referenda, the referendum committee shall organize at least one public, fair and balanced debate which shall take place not less than two and not more than five College days prior to the vote.

G. New Election

45. The returning officer shall appoint a New Election campaign manager and allocate a budget (as permitted within budgetary policy) up to the same level as the other candidates.
46. In the event of:
 1. New Election winning, or
 2. A decision to re-run the entire election including nominations, nominations shall be re-opened within ten College days and the election repeated.
47. In the event that New Election commits and unfair practice as described in paragraph 85, it may be additionally ordered that the election is re-run without recourse to new nominations within five College days of reaching such a conclusion.

H. Supervision of Elections

48. There shall be a Returning Officer for each election who shall be responsible for the fair and efficient conduct of that election. The Returning Officer shall maintain neutrality at all times, and may not participate in the election in any manner except as Returning Officer.
49. The Returning Officer shall be:
 1. In elections at a committee, the chair of the committee or a nominee, unless otherwise prescribed, and
 2. For all other RSMU elections, the President or a nominee, unless otherwise prescribed.

Supervisory Authorities

50. Supervisory authorities oversee elections and step in, in exceptional circumstances, to ensure an election is run fairly.
51. A supervisory authority may impose an elections committee or scrutineer or fill a vacancy in the post of returning officer for any election in the RSMU.
52. The supervisory authority may also replace a returning officer (even if *ex officio*), member of an elections committee or scrutineer, and is the only body entitled to do so over the objections of the person being removed.
53. In this regulation, the term "supervisory authority" shall refer to, in increasing order of seniority:
 1. The Committee, or an officer with their delegated powers,
 2. The ICU President, and
 3. The Court (whose decision is final).
54. An authority is exercisable as a standing order or policy (though not in the case of the ICU Court), or just invoked for a particular election. A more senior supervisory authority may amend the decision of a junior one, and may act whether or not it has previously acted.
55. If the ICU President is the returning officer, a candidate or otherwise not impartial, his position as an authority in 67.2 shall be struck out for that election.

Elections Committee

56. In elections as may be prescribed or ordered, an elections committee shall supervise the elections and reserve certain duties of the returning officer to itself, including:
 1. Counting the votes,
 2. Ratifying an election,
 3. Ordering a re-run, and
 4. Disqualifying a candidate.

An elections committee may also over-rule any decision of the returning officer.

57. The returning officer shall convene and chair the elections committee, which shall meet regularly during the course of the elections. The elections committee shall review all progress and decisions of the returning officer each meeting.
58. The supervisory authority may require an election committee to be convened. It shall have two, four or six members (excluding the chair) appointed in such manner as the supervisory authority determines.

Observers and Scrutineer

59. A candidate has the right to send an observer, or at the discretion of the returning officer, be present himself at the count.
60. The supervisory authority may request a completely independent observer (who does not need to be a member of the Union) as scrutineer to oversee any part of the election proceedings.

Delegation

61. The returning officer (or elections committee if there is one) may appoint deputies or assistants and allocate duties to them.

Restriction of Rights

62. The Returning Officer, any deputies or assistants and members of an elections or referendum committee may not vote or participate in any part of the election except in furtherance of their duties, notwithstanding paragraph 8.
63. People employed under the direction of the Returning Officer may not participate or influence the result of the election, apart from actually voting.

I. Objections and Unfair Practices

64. Objections should be dealt with at the earliest possible opportunity and every effort made by the returning officer or election committee to resolve the dispute.
65. Objections may be based on unfair practices by candidates or the unconstitutional running of the election by the returning officer.
66. Depending on the type of objection, they are dealt with in the following manner:
 1. Objections to the administration of the election are dealt with under part H (Supervision of Elections),
 2. Objections to all other matters are dealt with in the remainder of this part.

Statements of Intent

67. After voting has ceased and before the count has started, the returning officer shall require candidates to declare that they have no recourse to complaint against the actions of the returning officer or elections committee for the fair and constitutional running of the election.

Unfair Practices

68. It is unfair practice to:
 1. Infringe the RSMU or the ICU Constitution, Regulations, elections or referenda policy,
 2. Disobey instructions of the returning officer, elections or referendum committee or Court in carrying out their duties under I.68.1,
 3. Take unfair advantage of any publication or other publicity that is not contained within the allotted budget,
 4. Do permanent damage to any RSMU, ICU or College area as a consequence of a campaign,
 5. Make any attempt to influence the impartiality of the returning officer, elections committee, referendum committee, ICU Court or ICU staff,
 6. Deliberately sabotage any campaign other than one's own,
 7. Infringe College rules,
 8. Intimidate any participant in the election,
 9. Overspend the allotted campaign budget, or not produce suitable receipts,
 10. Loiter within ten metres of any ballot box during voting, or
 11. Tamper with any ballot box used in the election or with the submission of electronic votes.
69. An unfair practice may result in action being taken under the RSMU or ICU Disciplinary Regulation or Policy as well as action within the term of this regulation. Unfair practices in referenda may also be referred by the ICU President directly to the College Discipline Committee.
70. A candidate is wholly responsible for any act or omission made by another on his or her behalf.

Deposits

71. The elections committee those elections authorized by the Court may require a cash deposit (up to a maximum set by the Committee and approved by the ICU Council) from each candidate in security for fair behaviour during the elections.
72. The cash deposit as authorized shall be required from each candidate at the close of nominations.
73. The deposit may be partially or totally withheld by the elections committee for unfair practices detailed in paragraph 68.

Enforcement and Remedies

74. In the event of an objection to any part of the election except the count, the count shall not begin until the objection has been resolved.
75. The returning officer (or elections committee if there is one) shall be able to:
 1. Ratify the election or referendum,

2. Order the election or referendum to be re-run,
 3. Partially or totally withhold a candidate's deposit (see paragraph 73),
 4. Disqualify a candidate (subject to appeal as in paragraphs 79-83 below), or
 5. Disregard all the papers in a ballot box, or submission or electronic votes from a particular source (this decision must be taken before the count commences).
76. The election or referendum may be re-run (under paragraph 75.2) if the election has been run unconstitutionally, if it is in the interests of justice so to do. If a breach during an election occurred during nominations papers being up, the papers may be placed up again for between two and five College days after they would have normally been taken down. No new nominations shall be sought if the breach occurred after nomination papers were taken down.
77. If ballot boxes of the submission of electronic votes were tampered with, the returning officer may disregard the entire ballot box, or submission of electronic votes, as long as the number of affected votes does not exceed one-fifth of all ballots cast.
78. The returning officer may (and must if the votes affected exceed one-fifth of all ballots cast) order the election or referendum to be re-run under paragraph 75.2.

Appeals Panel

79. In the event of an objection not being resolved by action of the returning officer, elections or referendum committee, the matter shall be referred to an appeals panel or the ICU Court.
80. The ICU Court may delay involvement until any internal appeals process is exhausted.
81. Any Appeals Panel must meet within five College days of the appeal being lodged.
82. In elections, the Appeals Panel shall be the Executive with further appeal to the ICU Court, in referenda, the ICU Court shall be the appeals panel.
83. The ICU Court may replace the decision of the returning officer, elections or referendum committee, or internal appeal process with any other decision.

Setting Aside Election or Referendum Results

84. The ICU Court may, if satisfied that there were serious irregularities or that confidence in the propriety of an election or referendum was gravely diminished, set aside the result of a completed election or referendum and order that any or all parts of it be repeated, including nominations or the count.
85. An application to the ICU Court to set aside such an election or referendum must be made within three weeks of the election results being declared, or the end of the Summer Term following it, whichever is sooner. No application may relate to an issue that was materially resolved by the ICU Court in an earlier hearing.

Disqualification

86. A candidate who is disqualified from an election is automatically further disqualified indefinitely from being elected to or holding any elected or unpaid appointed office in the RSMU or ICU. Such a candidate is also disqualified from acting as a returning officer, scrutineer, observer, member of an elections or referendum committee, or supervisory authority.
87. A person who acts as an agent for a candidate who is disqualified from the election as a result, or partly as a result of the person's misconduct may be similarly disqualified.
88. A person (including those administering the election) whose misconduct in an election results in or contributes to a re-run, or which would have resulted in or contributed to the disqualification of a candidate, had the misconduct been upon a candidate's behalf may be similarly disqualified.
89. A person guilty of misconduct in a referendum may be similarly disqualified.
90. An order to disqualify any person except an election candidate may only be made by the ICU Court. The returning officer, a Sabbatical Officer, elections, referendum, internal appeals, Disciplinary or Appeals committees may refer any case to the ICU Court for this purpose.
91. No disqualification will act to remove a person from a post he or she already holds, unless that of the returning officer or member of an elections or referendum committee. The ICU Council may remove an indefinite disqualification.
92. The ICU President shall maintain a register of people subject to a disqualification under the preceding paragraphs, and any returning officer or the ICU Court in imposing a disqualification must notify the ICU President of the same.

Regulation Three – Composition of RSMU Committees

A. General Committee

1. The powers and responsibilities of the General Committee are set out in the Constitution.
2. The Committee shall meet as set out in the Constitution.
3. The Committee shall consist of the:

The Chair of the Committee

- i. President,

The Voting Members

- ii. Vice-President,
- iii. Honorary Secretary,
- iv. Honorary Junior Treasurer,

- v. Academic Affairs Representative (Taught Students),
- vi. Academic Affairs Representative (Research Students),
- vii. Welfare Officer,

- viii. Clubs and Activities Officer,
- ix. Events Officer,
- x. Publicity Officer,
- xi. Website Officer,
- xii. Sponsorship Officer,
- xiii. Ball Officers,
- xiv. Foreign Students Officer,
- xv. Regalia Officers,

- xvi. Pit Editor,
- xvii. Davy Bearer.

- xviii. Chairs of the RSMU Clubs and Societies

Permanent Observer

- xix. Honorary Senior Treasurer

B. The Executive Committee

4. The powers and responsibilities of the Executive Committee are set out in the Constitution.
5. The Executive shall meet as set out in the Constitution.
6. The Executive shall consist of the:
 - i. President,
 - ii. Vice-President,
 - iii. Honorary Secretary,
 - iv. Honorary Junior Treasurer,
 - v. Academic Affairs Representative (Taught Students)
 - vi. Academic Affairs Representative (Research Students),
 - vii. Welfare Officer
7. Each member is of equal status to every other member. No member is the representative of any group within the RSMU.
8. The Executive shall be chaired by the President or his or her nominee.
9. The Honorary Senior Treasurer shall attend as a Permanent Observer.

C. The Clubs and Activities Committee

10. The Clubs and Activities Committee shall be responsible for overseeing the operation of the Clubs and Societies and central activities of the RSMU. It does not oversee welfare or academic matters.
11. The Clubs and Activities Committee may determine policy governing the management, governance and finance of the areas of the RSMU within its jurisdiction, subject to RSMU and ICU policy and operational policy.
12. The Clubs and Activities Committee shall consider best practice on the running of student activities. It shall also be a forum for the resolution of disputes among clubs and societies.
13. The Clubs and Activities Committee shall report its business to the Executive and the Committee.

14. The Clubs and Activities Committee shall consist of the:
 - i. President,
 - ii. Vice-President,
 - iii. Honorary Junior Treasurer,
 - iv. Clubs and Activities Officer,
 - v. Events Officer,
 - vi. Publicity Officer,
 - vii. The Chairs of all RSMU Clubs and Societies.
15. The Clubs and Activities Committee shall meet at least twice in each of the Autumn and Spring terms, at least once in the Summer term and additionally as required.
16. The Clubs and Activities Committee shall be convened and chaired by the Vice-President or in his or her absence the President.

D. Departmental Society Committees

17. There may be a Departmental Society for each department or course.
18. Each Departmental Society shall be responsible for organizing activities in furtherance of the academic, welfare and social interests of the students of the department or course.
19. Financial responsibility for the committee shall be delegated to the Departmental Society Chair and Departmental Society Honorary Junior Treasurer who shall abide to ICU financial regulations and procedures for clubs and societies.

Membership

20. Each committee shall consist of the following officers:
 - i. Chair
 - ii. Honorary Junior Treasurer
 - iii. Secretary
 - iv. The Departmental Representative *ex officio*,
 - v. The President *ex officio*,
 - vi. Any such other voting members that the committee may co-opt.
21. Committees may elect a member of staff, approved by the Head of Department and President, as an Honorary President of the Departmental Society. Any Honorary President so elected will be a non-voting member of the committee *ex officio*.
22. All Full Members studying a course covered by a particular Departmental Society may stand for election to and vote in the committee of that Departmental Society.
23. Elections for committee members shall be held by secret ballot and in accordance with RSMU and ICU elections regulations.
24. The Chair shall be responsible for promoting RSMU activities within their department or course.
25. The Chair shall be responsible to the President through the RSMU Honorary Junior Treasurer for the finances of the committee.

E. Colours Committee

26. The Colours Committee shall consider recommendations for the Colours and Awards of the RSMU in accordance with RSMU and ICU policy.
27. The full terms of reference of the Colours Committee are detailed in Colours Policy.
28. All individuals deemed to have served the RSMU in an exceptional manner shall be eligible to be considered for colours regardless of membership status.
29. The Colours Committee shall consist of the:
 - i. The President,
 - ii. The Vice-President,
 - iii. The Honorary Secretary,
 - iv. Two members nominated from and elected by the Executive,
 - v. Two members not on the Executive and nominated from and elected by the Committee.
30. The committee shall be convened and chaired by the President.

Regulation Four – Standing Orders for RSMU Meetings

A. General Provisions

Jurisdiction

1. These standing orders apply to all RSMU committees, clubs and societies with formal authority or those established under any Union rule. General Meetings shall also follow the additional provisions in Part C. RSMU committees' standing orders may provide for additional or stricter rules.
2. All RSMU meetings shall additionally adhere to the ICU standing orders for Union meetings to which these standing orders are subordinate.

Membership

3. Membership of the RSMU's statutory committees is defined in Regulation Three, or standing orders thereunder. Membership of other RSMU committees may also be defined in other regulations, constitutions, standing orders and policy.
4. No resolution of a committee shall be invalidated solely due to any vacancy or invalidity later found in the election or appointment of members.

B. Procedures

Notice and Procedures

5. Notice and papers for all scheduled meetings of the RMSU should be circulated a week in advance of the meeting.
6. All items of business for the meeting should be submitted at least a week in advance of the meeting, so they can be circulated in advance.
7. In the event of an emergency meeting being called, every effort shall be made to notify members, submit and circulate papers well in advance.
8. Minutes shall be circulated to all members within a week of the meeting having taken place.
9. Should any member of a committee be unable to attend a meeting of that committee, the member should send their apologies.

General Meetings and Meetings of the Committee and Executive

10. The President shall draw up and circulate the agenda, papers and minutes for General Meetings and meetings of the Committee and Executive.

Chairing Meetings

11. All meetings shall be chaired by a Full Member of the RSMU except those where provision is made under paragraphs 3.5.3 and 12.6 of the Constitution.
12. The Chair shall determine the order of the speeches, and all questions and contributions shall be made through the Chair.
13. The meetings may pass a motion to overturn the Chair's ruling by simple majority.
14. The Chair shall act to maintain the order of the meeting.

Chair's Action

15. The Chair of a committee does not hold a default right to act on behalf of the committee.
16. Chair's action may only be taken under a standing or particular authorization from the committee on a particular matter, and must always be reported back to the committee and approved by them at the next meeting.

Agenda Items

17. The meeting or, if approved, its chair may move, add to or delete items from the agenda during the course of the meeting.
18. No person may exercise a veto on admissibility of agenda items, unless in exercise of a clearly defined standing order.

Voting

19. Only Full Members of the RSMU may vote in any RSMU meeting except those where provision is made under paragraph 3.5.3 of the Constitution.
20. Resolutions of the meeting are decided by a majority of the members voting, abstentions being ignored. Policy or standing orders may require varying majorities to approve particular items.
21. The Chair may not vote in any meeting, except when the meeting is equally divided.
22. A meeting may decide to go straight to a vote or not to vote on an issue.

Special Types of Voting

23. Any person present may request a count is held, the result of which shall be minuted. The meeting may chose to vote by roll-call or secret ballot, though motions relating to elections appeals, censure and dismissal shall always be by secret ballot.

Proxy Votes

24. Any voting member of a committee (including General Meetings of the RSMU) may request another Full Member of the ICU to attend and vote in their place, whose presence shall count towards its quorum.
25. Notification of alternate membership must be presented in writing at the meeting.
26. No person shall hold more than one proxy vote.

Joint Posts

27. Persons holding a joint position hold only one vote between them. In the event of disagreement on the vote their vote shall be recorded as an abstention (though a roll-call vote shall record their respective intentions).
28. Where a chair or president jointly holds one vote on a committee with another officer or officers, the chair's or president's vote has precedence.

Elections

29. In an election where the meeting forms the electorate, proxies (subject to a maximum of one proxy per voter) are permitted and joint posts have one vote between them, though the meeting's standing orders may make alternate provision. Paragraphs 19 – 28 (voting procedure) do not apply to voting in an election held at a meeting. In any conflict of rules on election and meeting procedures, election procedures have priority.

Quorum

30. Half the meeting's voting members, *ex officio* and vacant posts being ignored, constitute a quorum unless otherwise provided. Any meeting except general meetings must be quorate for decisions made and elections held to be legitimate, though those undertaken prior to quorum failing shall not be invalid by virtue of later inquoracy. A meeting shall be deemed quorate unless the contrary is demonstrated.
31. A meeting must specifically ascertain its quoracy upon starting, re-starting or challenge by any Full Member of the Union, and close if quorum fails. However, general meetings need not ascertain quoracy upon starting or re-starting.

Automatic Resignation of Members

32. Should a non *ex officio* member of a committee fail to attend or send apologies to the satisfaction of the committee to two consecutive meetings, the member shall be deemed to have resigned their place on the committee (though the committee may later resolve to restore their place).

Guillotines

33. A meeting may by two-thirds majority implement a guillotine (a time of day or length of time after which the meeting closes) for the meeting or individual agenda items.
34. At the time the guillotine comes into force, the item under discussion goes to an immediate vote without further discussion of any kind. If an amendment is being discussed, the amendment is voted on followed immediately by a vote on the main motion, with no further amendments being accepted.
35. When a guillotine for the end of the meeting comes into force, all business after the item under discussion falls. The meeting may by two-thirds majority suspend or revoke a guillotine.

Adjournment and Recess

36. A meeting is entitled to adjourn or recess itself for any reasonable period. In doing so it may specify the time and place at which it shall meet again.

Observer Status

37. Any Full Member of the ICU shall have the right to observe and speak at any open meeting of the RSMU. Life and Associate Members may observe and speak with the Chair's or meeting's permission.

Staff

38. ICU staff may attend meetings when permanent observers or at the invitation of the Chair with speaking rights only.

Closed Session

39. A meeting of the RSMU may be held in closed session when only members and permanent observers of the committee may attend. The meeting may, at its discretion, allow other individuals to observe. Proceedings in closed session shall remain confidential unless otherwise prescribed.
40. A meeting may only be held in closed session with the prior approval of the ICU Trustee Board, ICU Council, ICU Executive Committee or ICU Court.

Disorder

41. The Chair may require an observer to leave upon repeated disorder or breach of standing orders.
42. The meeting may require a member or observer to leave upon repeated disorder or breach of standing orders, having provided the person with an opportunity to proxy their vote if they possess one.
43. If grave disorder should arise, the Chair, acting on his or her discretion can declare the meeting adjourned and quit the Chair; the meeting is immediately adjourned by that declaration, and no business may subsequently be transacted.

C. Provisions for General Meetings

General

44. All provisions in Part B also apply to General Meetings.
45. Policy-making bodies and general meetings of any part of the RSMU may choose to adopt these standing orders with appropriate modifications.

Involvement

46. All Full Members of the ICU have speaking rights and may propose and second motions and amendments and play a full part in proceedings, except that only members of the RSMU may vote.

The Chair

47. The Chair shall normally be the President but the Committee may appoint another person Chair.
48. The Chair operates with the same authority and under the same restrictions regardless of the person holding the Chair.
49. The Chair shall have general power to direct the proceedings of the meetings, and his or her ruling on any point shall be final, except under certain procedural motions.
50. The Chair may address the meeting to explain these standing orders or to answer a question addressed to the Chair as a point of uncontested fact.
51. The Chair shall not participate in debate. If the Chair desires to speak on a motion or amendment he or she shall vacate the Chair for the duration of that motion.
52. The Chair shall not propose any motion or amendment except a procedural motion, or to request another person to consolidate a debate into a vote on a motion or amendment.
53. Members shall always address themselves to the Chair. When the Chair replies, any member speaking or offering to speak must give way, and all must remain sitting in order that the Chair's word may be heard.
54. It shall be the duty of the Chair to see that the meeting is in order, that the remarks are relevant to the matter under debate, that no defamatory remarks are made about another member of the meeting and that no new material is introduced in a summing up speech.

Motions, Amendments, Reports and Points

55. Any Full Member if the ICU present may:
 1. Propose or second a motion,
 2. Propose or second an amendment to a current motion,
 3. Table a report, or
 4. Propose a procedural motion.
56. Only one motion or amendment may be debated at any one time.
57. Motions and amendments require one proposer and one seconder. Reports are tabled by the person submitting the report, and procedural motions may be brought during discussion of any motion, amendment or report.
58. No member may speak more than once on the same motion, amendment or report, unless they are the proposer, have been deferred to by the proposer, or at the Chair's discretion.
59. A tabled motion or amendment may only be withdrawn with the consent of the meeting.
60. Upon accepting any motion, the Chair shall invite discussion to the motion or amended motion. At the termination of such discussion the proposer of the motion or amendment has the right of reply immediately after which the question shall be put, save that no new subject matter shall be introduced in such replies.
61. In the event of there being no discussion once a motion, amendment or report has been proposed and seconded, the Chair shall:
 1. Formally ask if there is any opposition or questions, and

2. Warn the meeting that if there is no opposition or questions the motion, amendment or report shall be declared as carried. In the event of there being still no opposition or questions, the Chair shall declare the same.

Amendments

62. At any time after a motion has been proposed and seconded and before the proposer starts summing up, a member may propose an amendment to that motion. Amendments must be seconded and require acceptance as valid amendments by the Chair.
63. Every amendment shall be relevant to the motion.
64. Once an amendment is before the meeting, it must be dealt with before returning to discussion of the motion, as follows:
 1. If the amendment is carried, discussion now continues on the amended motion,
 2. If the amendment is defeated, discussion reverts to the original motion.
65. If an amendment is carried, the motion as amended displaces the original motion and itself becomes the substantive motion whereupon any further amendment relating to any portion of the substantive motion may be moved. After the votes on succeeding amendments have been taken, the surviving proposition shall be put to the vote as the main question and if carried shall then become a resolution of the meeting.
66. On an amendment being carried, the proposer of the original substantive motion still has the right of reply to debate except that he may waive this right in favour of the proposer of the amendment.

Reports

67. A member presenting a report shall move that 'The report be accepted', or that 'The report be received'. A discussion shall be held, and if the report is tabled to 'be accepted' a vote shall be taken on approval of the report. Reports tabled for the meeting's specific approval must be tabled to 'be accepted'.
68. The meeting may not amend a report, but may invite the person presenting it to do so. Approved reports do not form a resolution of the meeting in themselves. An item of the report shall be approved separately as a motion to the meeting to form such a resolution.
69. A report by an officer or representative which he or she is required to table the General Meeting by the Constitution, Regulations, prior RSMU policy or their resolution shall be either approved or rejected by that meeting. A meeting may only reject a report (or lack thereof) submitted under a policy or resolution if it was in force before and at the start of the meeting.
70. If a General Meeting is called to hold an Officer to account, that person must submit a report to it, which may be accepted or rejected by the meeting.
71. If such a report is not submitted to the General Meeting, or it is submitted late, a good reason may be demanded for the nil or late report not to be rejected.

Procedural motions

72. In addition to original motions, amendments and reports, the procedural motions below may be proposed.
73. Procedural motions have differing conditions as follows:
 1. Motions with asterisks (*) have no discussion before being accepted or refused.
 2. The chair rules on all motions, except motion d (challenge to the Chair) and those requiring the meeting's approval (+, ++).
 3. Motions with a percentage sign (%) are decided by the Chair alone and cannot be overturned by motion 'd'.
 4. Motions with two pluses (++) require a two-thirds majority.
 5. Motions with a hash (#) are irreversible once accepted.
 6. Motion i (&) required only one-third of those members present and voting (that is, it requires two-thirds of the meeting to vote a roll-call vote down).
 7. Motions with a tilde (~) may not be used at general meetings.
74. The motions are as follows, in decreasing order of precedence:
 - a. Point of order, * %
 - b. Point of information, *
 - c. Point of privilege, * %
 - d. To vote on a ruling of the Chair, +
 - e. An objection to consideration of a question or motion,
 - f. To suspend or revoke a guillotine, # ++
 - g. To recess the meeting, #
 - h. To vote on a question in specific parts, * #
 - i. To vote on a question as a public roll-call vote, & ~
 - j. To vote on a question as a secret ballot vote, ++ ~
 - k. To reconsider something already voted on, *
 - l. To consider something out of its scheduled order, *
 - m. To move to a vote, #
 - n. To adjourn the meeting. + #

75. On motion d, the proposer shall then state his reasons for the challenge, the Chair shall state the reasons behind his decision, and the meeting shall then vote by show of hands without further discussion.
76. Only points of order, information and privilege may interrupt another speaker. No procedural motions or amendments may be proposed on these points.
77. A vote on a procedural motion must not itself be held by roll-call or secret ballot.
78. Points of order (motion a) shall draw the Chair's attention to an error in procedure or lack of decorum in debate. They may not be raised during a vote except when directly connected with the vote.
79. Points of information (motion b) may be raised to the speaker holding the floor in order to offer or request simple information. They are accepted at the absolute discretion of the speaker alone. No points of information may be raised on a summing up speech.
80. Points of privilege (motion c) concern the rights and privileges of the meeting or a member, which may concern reputation, the staff-student protocol, or other matter requiring the urgent attention of the meeting.
81. An adjournment of the meeting (motion n) closes the meeting, to meet again at an arranged time. A recess (motion g) permits a break in the meeting (of such length as the meeting decides), even during discussion of a motion, amendment or report.

Voting

82. Members must think before voting.

Regulation Five – Disciplinary and Complaints Procedure

A. Jurisdiction

1. This Regulation establishes or provides for the disciplinary and complaints procedures across the RSMU.
2. Officers and representatives may only be suspended, censured or dismissed within the provisions of these regulations.
3. The President is responsible to the ICU President for discipline in the Union.

Complaints

4. A student or group of students who wish to make a complaint shall follow the procedures established in Part B.

Definitions

5. An RSMU Officer or other person holding elected or appointed office in respect of whom an investigation or disciplinary action is being taken shall be referred to as the "defendant officer".
6. The authority and responsibility for dealing with misconduct by any officer shall be the President, though the ICU President shall deal with cases involving the President. The person concerned or his or her nominee shall be referred to as the "relevant authority".

RSMU Officers and Other Holders of Office

7. This Regulation deals in Parts C, D, E, F and G with misconduct, negligence or failure to maintain the confidence of the Committee or other policy-making body by Officers of the RSMU, others holding elected or appointed office in any part of the RSMU.
8. This Regulation deals in Part H with the powers of the ICU Court to act as a disciplinary tribunal and to suspend, censure or dismiss a defendant officer for misconduct. RSMU or ICU policy may provide for other sanctions to be imposed by a disciplinary tribunal.

RSMU Members and Registered Students

9. Misconduct by students of a non-academic nature within the RSMU shall be dealt with by the ICU under ICU policy approved by the Imperial College Council, which forms part of the College Code of Discipline for students. Such a policy may also deal with misconduct by clubs and societies, Associate or Life members. Other policies or rules may provide for disciplinary sanctions.

Miscellaneous

10. Any committee or person exercising disciplinary or quasi-disciplinary powers within the RSMU shall follow the natural justice provisions in Part H.
11. Action under multiple parts of this Regulation may be taken in respect of the same conduct.
12. No person or body may be required or mandated to take disciplinary action against a named person or body.

B. Complaints Procedure

13. The ICU Regulations set out the procedure for students or groups of students who have a complaint about any part of the ICU.
14. Any complaint about the RSMU shall be handled in the manner set out in the ICU Disciplinary and Complaints Procedure.
15. In accordance with the ICU Disciplinary and Complaints Procedure, a complaint in relation to the RSMU or any constituent part thereof may, at the discretion of the complainant, be referred to the President or the chair, president or captain (or other person set out in the body's rules) of the constituent part giving rise to the complaint for resolution.
16. If a complainant is dissatisfied with the resolution of the complaint by the President or other person, it may be referred to the ICU President or the ICU Court.
17. The President shall respond to any complaint within ten working days.
18. If a complaint is upheld an effective remedy should be provided, which may, but need not, involve disciplinary action under this or ICU Regulations.
19. If a complainant is still dissatisfied with the resolution of the complaint they may pursue the matter with the College under the Code of Practice.
20. This procedure does not prevent a complainant from taking proper action themselves under this Regulation or participating in any open RSMU meetings.

C. Warnings

21. The authority and responsibility for issuing disciplinary warnings shall be undertaken by the relevant authority.
22. A warning shall take the following forms:
 1. A verbal warning, which may take the form of an informal or formal discussion of the problem. This shall be reported to the Executive and any other relevant committees.
 2. A written warning, which will take the form of a letter written by the relevant authority and copied to the Executive and any other relevant committees.
23. The relevant authority issuing the warning must inform the defendant officer being warned of his or her rights of appeal.
24. The presidents and chairs of the RSMU's standing committees, clubs and societies may also deal with minor cases involving their officers and members.

D. Investigations

25. An investigation may be undertaken in respect of misconduct by a defendant officer. An investigation is not compulsory, but the Committee or other body may take into account the extent of any investigation prior to a motion being presented to it.
26. The purpose of the investigation is to establish any facts and explanations that may be relevant to an allegation in any motion of censure or no confidence.
27. The relevant authority shall commence the investigation and appoint its manager. The ICU Court may, upon request of any person, institute an investigation, replace an investigation manager with another person, take it over as an inquiry, or shut it down.
28. The investigation, if undertaken, must:
 1. Be managed by a person senior in office to the defendant officer, or an independent person (who may, but need not, be a Full Member of the ICU, though not a member of the permanent ICU staff),
 2. Put the allegations and evidence of misconduct to the subject of investigation in a manner he or she can understand,
 3. Be concluded prior to the motion being debated at the Committee or other body and,
29. An investigation manager or proposer may, with the permission of the President or the ICU Court, put a proposed motion back to a later meeting of the Committee or General Meeting within the same academic year for the purpose of ensuring an investigation is concluded satisfactorily.

E. Suspension

30. The ICU President, upon receipt of a request from the President, may suspend any defendant officer in relation to whom the President is the relevant authority and either a motion of no confidence has been validly proposed to the Committee or any other committee entitled to dismiss them, a disciplinary investigation has started under Part D, or a disciplinary tribunal has formed under Part H.
31. The ICU President shall have all rights of suspension in paragraph 30 even in the absence of a request from the President.
32. Suspension is not in itself a disciplinary sanction. The ICU President shall determine the extent of the suspension, which shall not restrict the defendant officer's ordinary rights as a Full Member of the RSMU. A suspension, including removing the right to attend and vote at any RSMU meeting, requires the approval of the ICU Court.
33. A suspension by the President for more than fourteen days requires the ICU Court to be satisfied and remain satisfied that the grounds for the suspension are reasonable and proper.
34. The President may allocate any duties of the suspended officer during the course of a suspension. Any suspension may only continue for as long as is reasonable.

F. Censure and No Confidence Motions

Jurisdiction

35. The Committee may censure or dismiss any defendant officer in the RSMU.
36. The ICU Court may censure or refer for dismissal any defendant officer under its own procedure.

Procedure for Bringing Motions to the Committee

37. Motions of censure or no confidence shall be proposed to the Committee by one of the following people and methods:
 1. By a Full Member of the RSMU, seconded by ten Full Members of the RSMU. The petition shall include the signatures or College Identification Numbers ("CIDs") and printed names, departments and years of the petitioners.
 2. By the President.
 3. By a nominee of the ICU Court under its regulations. The President may be the default proposer in this case.
38. All motions of censure or no confidence must:
 1. Name individual officers or representatives,
 2. State clearly in writing the grounds of the complaints,

3. State the nature and conclusions of any relevant investigations undertaken,
 4. Include details of previous warnings under Part C, or lack of them,
 5. Include details of any part of the Constitution, Regulations, or Policies alleged to have been breached,
 6. Be presented with its supporting petition to the relevant authority, at least seven College Days before the Committee meeting.
39. No motion of censure may lie against a person already censured in the same academic year for the same post, whether by the Committee or other body or committee entitled so to do.
40. Upon receipt of the motion of censure or no confidence, the relevant authority will take all reasonable steps to inform the defendant officer of the grounds of the complaint, the procedures laid out in this document and the date of the meeting.

Procedure for Debating the Motion at the Committee

41. If more than one motion of censure or no confidence is submitted to any meeting, they may be considered as a single motion, but if separately submitted may be considered separately, at the discretion of the proposers of the motions.
42. The following amendments to the standing orders for Committee Meetings shall have effect as well as the provisions of Part I:
1. The substantive intent of the motion of censure or no confidence may not be amended, although supporting arguments may be amended,
 2. A motion of no confidence may be amended to a censure (notwithstanding sub-paragraph 1 above), but a motion of censure may not be amended to no confidence,
 3. The defendant officer may bring their own representative (who may be any member of the College, but not a lawyer acting in a legal capacity), and either person may address the meeting and have full right of reply,
 4. The Committee shall have due regard for the gravity of the motion,
 5. The Committee may choose to vote on a single motion against several individuals separately for each individual,
 6. The proposer and subject of a motion may not vote upon it or any disputed amendment to it,
 7. No vote may be proxied,
 8. The vote upon the motion and any disputed amendment to it shall be held secret ballot, notwithstanding regulations 6.B.23 and 6.74,
 9. The motion must be approved by a two-thirds majority of those present and voting, and more than half of those present and eligible to vote,
 10. A motion voted on and rejected may not later be reconsidered by the Council (notwithstanding regulation 6.C.74.k),
 11. A motion that is not discussed for any reason at the meeting is deemed to have fallen, except when the Committee specifically adjourns to reconsider the motion.

Procedure for Censure and No Confidence Motions at Other Bodies

43. In proceedings resulting in a censure or no confidence there shall be:
1. A necessity for a petition with a proposer and at least ten seconders,
 2. At least one week's notice to be given of a motion,
 3. A necessity for approval of the motion by at least two-thirds majority of members present and voting, and
 4. A course of appeal to a higher body.
44. If a proposal for a censure or no confidence is made by the ICU Court it shall be treated for all purposes as having been validly proposed to any committee entitled to hear it.

Procedure in the Motion Being Passed at the Committee or Other Body

45. On the passing of the motion, the defendant officer shall be informed by the Chair of the result of the motion and of the right of appeal, and if he or she is absent, all reasonable steps shall be taken to inform him or her of the result of the motion.
46. On the passing of a motion of censure, the defendant officer shall be informed that further complaints may only be dealt with by a motion of no confidence.
47. On the passing of a motion of no confidence, the defendant officer shall be dismissed immediately.

Removal from Membership of a Committee

48. The Committee may, without notice and by simple majority, remove any or all ordinary or co-opted members from any committee (but not individuals from their posts). This includes ordinary members of the Executive but not the Committee.

Disqualification from Office

50. A person dismissed from office by the Committee or any other committee by virtue of a motion of no confidence under this Regulation may not be elected to or hold that office again. The Committee may remove this disqualification.

Appeal Procedure for Warnings, Censure and No Confidence Resolutions

Resolutions

51. Any person warned under Part C may appeal to the Committee whose decision is final.
52. Any person censured or dismissed by the Committee ("the appellant") may appeal to a General Meeting whose decision is final. The appellant should give notice of appeal within two College days to the relevant authority.
53. The appellant must then successfully petition a General Meeting according to the Constitution within five College days. It shall then meet at a time and place agreed between the person censured or dismissed and the President. If a time and place cannot be agreed it shall be determined by a nominee of the ICU President.
54. If the General Meeting cannot be petitioned in time, or closes as inquorate before the vote is held, the appeal is dismissed. A General Meeting may also amend a no confidence resolution to a censure.

G. Disciplinary Tribunals of the ICU Court

55. The ICU Court may each form a disciplinary tribunal to deal with misconduct by a defendant officer. Such misconduct shall not merely constitute (though it may include):
 1. A failure to maintain the confidence of the Committee or other policymaking body,
 2. A failure to adhere to any manifesto commitment, or
 3. Inadequate representation on behalf of the student body.
56. A disciplinary tribunal may only be requested by the President or ICU President, and the ICU Court may then choose whether to institute proceedings.
57. The ICU Court shall administer the hearing with such manner as may be set out in their standing orders or policy (complying with Part I).
58. The ICU Court may, as well as exercising any other appropriate authority, warn or censure the defendant officer. The ICU Court may also refer the matter to the Committee as a no confidence motion, which may include a suspension pending the Committee's decision.
59. A decision of the ICU Court to take disciplinary action may be appealed through the ICU Court's normal appeal process, which includes an appeal to the ICU Trustee Board.
60. The ICU Trustee Board shall provide for an appeal in such manner as it may determine by policy.

H. Other disciplinary proceedings

Minimum Requirements for Any Disciplinary or Quasi-Disciplinary Proceeding

61. Any proceeding in any part of the RSMU which may result in disciplinary action being taken against any person or part of the RSMU, must satisfy the natural justice requirements set out in this Part.
62. Disciplinary or quasi-disciplinary action includes by way of example dismissal, censure, suspension, compulsory dissolution, withdrawal of rights or privileges, fine, compensation, or penal reduction or freezing of budget.
63. This Part does not apply to a person or constituent part of the RSMU in imposing any of the above outcomes upon themselves.
64. In proceedings resulting in disciplinary action:
 1. Paragraphs F.38 – F.40 shall be complied with if the motion may result in censure or dismissal,
 2. The defendant officer (or representative of a defendant constituent part of the RSMU) may require the hearing to be in public, unless the quality of another person's evidence would be improved by it being in private,
 3. The defendant officer and any representative may not be excluded from the proceedings at any point except for disorder or with the approval of the ICU Court,
 4. The burden is upon the disciplinary authority or proposer to demonstrate on the balance of probabilities or suspect misconduct as appropriate,
 5. The defendant officer has the right of reply at any hearing,
 6. Any voting member of the committee who has knowledge or suspicion of any adverse fact relating to the defendant officer which would tend to persuade them to vote against him or her, or who has knowledge that others do, must tell the defendant officer so that he or she may respond to them,
 7. The proposer and subject of the motion may not vote upon it,
 8. No vote may be proxied.

Regulation Six – Colours, Regalia and Insignia

A. General Regalia

1. Regalia may feature the Emblem of the Royal School of Mines, hereinafter referred to as “the Emblem”.
2. Past and Present Members shall be entitled to wear RSMU General Regalia.

B. Sports Regalia

3. Sports Regalia may only be worn by past or present members of an RSMU sports team.

C. Colours Regalia

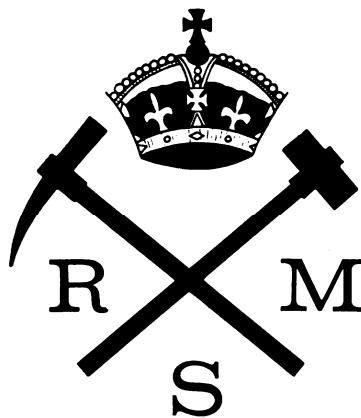
4. Colours Regalia may only be worn by those people who have previously been awarded Colours of the RSMU.
5. Recipients of Colours are entitled to wear Colours Regalia as follows:
 - a. Half Colours: Half Colours tie which shall be a black tie with $\frac{1}{4}$ width gold diagonal stripes with a single silver line through each stripe.
 - b. Full Colours: Full Colours tie which shall be a black tie with $\frac{1}{4}$ width silver, black and gold diagonal stripes.
 - c. RSM Special Awards: RSM Special Awards tie which shall be a navy blue tie with gold emblems.

D. Insignia

6. The insignia of the RSMU shall be the Emblem of the RSM with or without scroll.
7. The insignia of the RSMU may be printed in colour or monochrome.
 - a. Emblem with scroll: The design and colours for the emblem shall be as follows:



- b. Emblem without scroll: The design and colours for the emblem without scroll shall be as follows:



Appendix IV: Structure Diagrams

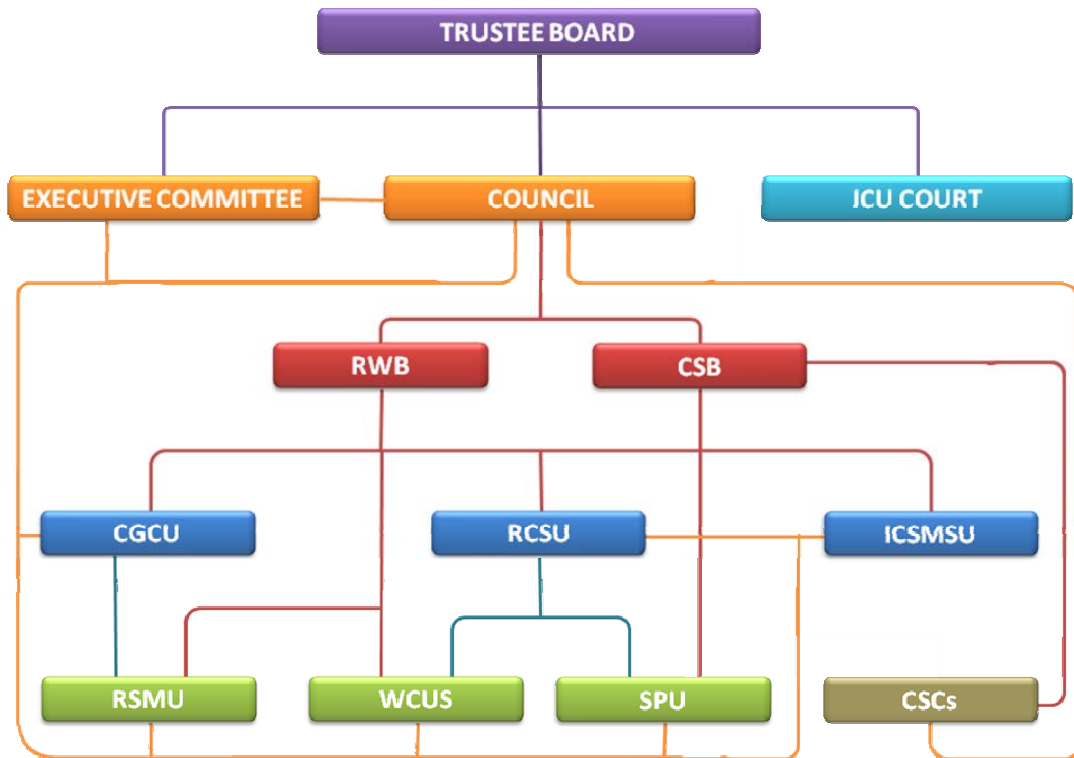


Figure 1: Reporting structures down to CCU and CSC level.

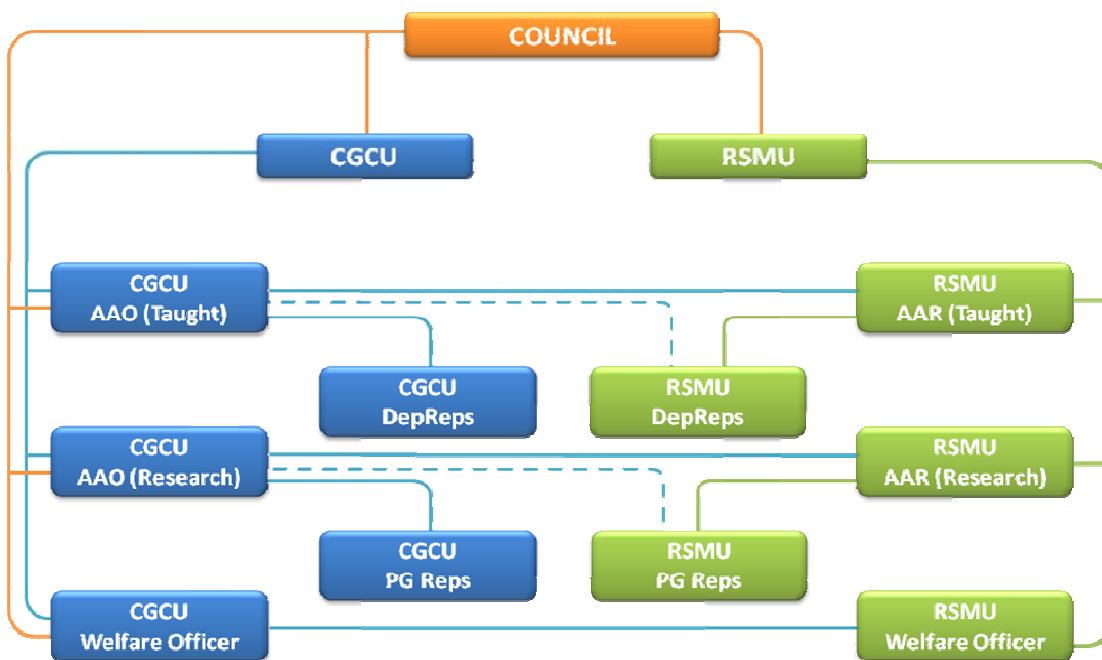


Figure 2: Reporting structures between RSMU and CGCU.