



HARTPURY
STUDENTS' UNION

Constitution of Hartpury Students Union

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We, Hartpury Students' Union ('the union') are a students' union within the meaning of the Education Act 1994. We are an unincorporated association, meaning we are not independent of Hartpury University and College. We act as a voice for our members and are devoted to their educational interests and welfare. Hartpury University and College ('Hartpury') provides us with funds to help us meet our objectives as set out below.

1. Objectives

We aim to advance the education of students at Hartpury for the public benefit by:

- 1.1. Promoting the interests and welfare of students at Hartpury during their course of study and representing, supporting and advising students
- 1.2. Being the recognised representative channel between students and Hartpury
- 1.3. Promoting, developing, and delivering student voice within the union, campus and wider community for the benefit of current and future members
- 1.4. Promoting social, cultural, sports and recreational activities, and forums for discussions and debate that will enhance the personal development of our students

Charity law gives a wide meaning to education. This is what we mean by 'advancing the education of students' through objectives 1.1), 1.2), 1.3) and 1.4).

2. Powers

So that we can carry out our objectives we have the power to:

- 2.1. Provide and promote activities, services and facilities for our members
- 2.2. Raise funds and receive grants and donations
- 2.3. Trade while we are carrying out any of our objectives and carry on any other trade which is not expected to lead to taxable profits
- 2.4. Do anything which is lawful to achieve our objectives
- 2.5. Carry out campaigning activities either alone or with other organisations
- 2.6. Incorporate and transfer all our assets to a charitable limited liability legal entity and dissolve at any time following such incorporation (i.e. become an independent charitable organisation) and transfer if the Hartpury Corporation ('the governing body') consider it appropriate to do so

3. Members/Associate members

3.1. Our members are:

3.1.1. All students who are registered at Hartpury and have not opted out of membership of the union

3.2. A member cannot transfer their membership to someone else. Membership will automatically end if:

3.2.1. The member stops being a student or their student status with Hartpury is withdrawn, in line with Hartpury's processes

- 3.2.2. The member gives written notice that they do not want to be a member, in line with Hartpury Students' Union Schedules
- 3.2.3. A decision is made by the SU Executive Committee to remove their membership under the students' union Code of Conduct
- 3.2.4. The member dies
- 3.3. Members can use our facilities and take part in our educational, social, sporting and cultural activities. Members can speak and vote at our meetings, nominate other members, stand and vote in our elections and run Clubs and Societies.
- 3.4. Associate members are current employees of Hartpury and Hartpury alumni. The parameters, rights and obligations of associate members are set out in the Schedules.

4. Referendums

- 4.1. A referendum, in which all members will be allowed to vote, may be called on any issue by:
 - 4.1.1. A majority vote of at least two thirds of the Student Council or at the Annual General Meeting (AGM)
 - 4.1.2. The Executive Committee, if they receive a petition setting out the issue, name, course, student number and signature of at least 100 members
- 4.2. Policy set by a referendum can overturn policy set by the members at the Annual General Meeting or by the Student Council.
- 4.3. Referendums will be held in line with the Schedules.

5. Annual General Meeting (AGM)

- 5.1. An AGM will be held once in each academic year.
- 5.2. All full members of the Students' Union can attend the AGM.
- 5.3. The members will be given at least 14 days' notice of the place, date and time of the meeting.
- 5.4. Every notice calling an AGM shall specify the place, date and time of the meeting and the general nature of the business to be transacted. The agenda shall include:
 - 5.4.1. Approving the minutes of the previous meeting
 - 5.4.2. Receiving the accounts for the union for the previous financial year
 - 5.4.3. Approving the list of affiliations of the union
 - 5.4.4. Receiving an update on the union's activity in relation to freedom of speech
 - 5.4.5. Motions
- 5.5. The Chair of the Student Council (section 7) will chair the meeting. If that is not possible the members at the meeting will elect a member to act as chair.
- 5.6. Every member who is present at the meeting will have one vote and decisions will be made on a simple majority unless this constitution says otherwise.

6. The Executive Committee

- 6.1. In accordance with the Education Act 1994, the executive committee will include the union officers who are elected in line with the Schedules.
- 6.2. The union officers will be the 'major union office-holders' for the purposes of Section 22 of the Education Act 1994 and will enter into contracts for employment with Hartpury.
- 6.3. The executive committee will run the union on a day-to-day basis in line with this Constitution and its Schedules, any relevant legislation and any decisions the members make at an AGM or referendum, or decisions made by the Student Council.
- 6.4. The executive committee will meet in line with the schedules.
- 6.5. The union officers will no longer be officers if:
 - 6.5.1. They resign by giving notice
 - 6.5.2. They fail to attend two executive committee meetings in a row without sending apologies
 - 6.5.3. A motion of no confidence in a union officer is passed by a two thirds majority vote by the Student Council.

7. The Student Council

- 7.1. The Student Council is responsible for:
 - 7.1.1. Helping the executive committee carry out their work and holding them accountable
 - 7.1.2. Setting the union policies (such policies can be overturned at an AGM or referendum)
 - 7.1.3. Drafting and amending the Schedules
 - 7.1.4. Ratifying new clubs, societies and networks
 - 7.1.5. Acting as a consultation forum for raising matters with Hartpury
- 7.2. The membership and procedures of the Student Council will be set out in the Schedules.

8. Affiliations to other organisations

- 8.1. Any proposal to affiliate to another organisation must be approved by the members at an AGM or by a referendum.
- 8.2. The union will inform Hartpury about any new links to other organisation, including the name of the organisation and if any fee is to be paid.
- 8.3. The union will include the details of all links to other organisations, including the names of the organisations and each fee paid in their annual report. The annual report is available to all members of the union and to Hartpury.

- 8.4. If members want to object to a current link to any organisation, they must present a petition, signed by at least 100 members to the executive committee. A referendum will be called on the issue and it will be held in line with the Schedules. Another referendum about the same matter cannot be held in the same academic year.

9. Clubs and Societies

- 9.1. Clubs and Societies may be recognised by the Student Council as long as they meet the requirements set out in the Schedules and are in line with the union's objectives.

10. Freedom of Speech

- 10.1. The Union and its members shall protect and promote freedom of speech for students, staff and visiting speakers, as required by section 43 of the Education Act 1986.

11. Complaints procedure

- 11.1. If the union receive any complaints about an individual officer, the executive committee or any member of the Student Council, it will be dealt with under the complaints procedure set out in the Schedules.

12. Finance

- 12.1. The union will receive appropriate funds from Hartpury in order to carry out our objectives.
- 12.2. The union's income and expenditure will be audited in line with the financial regulations of Hartpury.

13. Schedules

- 13.1. The Student Council will make or amend the Schedules relating to how the union is run as long as the Schedules are consistent with the Constitution.

14. Winding up

- 14.1. If Hartpury Students' Union is wound up (i.e. ceases to exist), any money or property remaining after all our debts have been paid will belong to and be held by Hartpury University in trust for the purposes of a students' union that represents the students of Hartpury University and Hartpury College.

15. Amendments to the Constitution

- 15.1. The governing body will review this Constitution every five years from the date of this constitution.
- 15.2. No amendment will be made to this Constitution which would mean that Hartpury Students' Union no longer operates under charitable law. The Constitution can only be amended by a resolution passed at Student Council by at least two thirds of those present and entitled to vote, and as long as the Hartpury University Corporation approve the amendments.

16. Interpretation

- 16.1. If anyone challenges any part of this Constitution, the executive committee will make a decision.
- 16.2. If the executive committee's decision is challenged, following legal advice the Student Council will be asked to make a decision.
- 16.3. If a member is not satisfied with the Student Council's decision, they may appeal to the governing body whose decision will be final.

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