

SO:1004

STANDING ORDERS GOVERNING ENVIRONMENTAL & ETHICAL COMMITTEE

1. **Interpretation**

These Standing Orders shall be read in conjunction with the Constitution, Byelaws and the relevant Standing Orders of Hull University Union (hereafter collectively referred to as the Regulations) and shall be interpreted accordingly. In these Standing Orders:

- a) "the Committee" means the Environment & Ethics Committee;
- b) "the Executive" means the elected Committee Executive;
- c) "HUU" means Hull University Union;
- d) "Council" means HUU Council;
- e) "clear days" excludes Bank Holidays, Saturdays and Sundays.

2. **Status of the Committee**

The Committee is a Standing Committee of HUU and is to be governed in accordance with S.O. 7008. The Chair of the Committee and the Committee are accountable to the President and Union Council.

3. **Function**

- a) To educate students at the University of Hull (UoH) on environmental issues, both locally, nationally and globally;
- b) To educate students at the UoH on ethical issues, both locally, nationally and globally;
- c) To promote and support active student participation in environmental and ethical campaigns such as Fair Trade Fortnight;
- d) To organise and run awareness and pressure campaigns to lobby increased environmental and ethical practices by both HUU and UoH;
- e) To liaise and work with local, national and international organisations over environmental and ethical issues;
- f) To work towards HUU leading the Student Union movement in both innovation and participation on environmental and ethical issues.

4. **Chair**

The Committee Chair shall be elected once per academic year, in accordance with S.O. 7001. The Chair shall have responsibility for both the Executive and the Committee. The Chair is required to attend the Governance Zone and Union Council. The Chair requires the permission of the President before any Committee campaign is run.

5. **Membership**

The Committee has two types of membership:

- a) Full Membership:
Full membership is open to all full members of HUU as defined in Byelaw 3.

b) Associate Membership:

Associate membership is open to all associate members of HUU as defined in Byelaw 3. d.

6. **Elections**

The Executive shall be elected from the Committee membership in Semester Two in accordance with S.O. 7001 and shall hold their positions for the next academic year. Vacancies are to be elected in accordance with S.O 7008. If a member is elected through an emergency election during the academic year to fill a vacant post then they shall hold the position until the end of that academic year.

7. **Committee Executive**

In addition to the Chair there shall be a Committee Executive. The Executive shall be responsible for the organisation, promotion and running of the Committee's campaigns. Executive positions (5) – (8) shall keep themselves and the Committee informed on developments within their area, in regard to issues at HUU and UoH, nationally, internationally, technological advances and research findings. The Executive shall be responsible for the organisation, direction and performance of the Committee in fulfilling its strategy. The Executive shall be responsible for monitoring and updating the Committee's long term strategy.

The voting membership of the Executive shall be:

(1) **Chair Environment & Ethics Committee:**

The Chair Environment & Ethics Committee is Chair of the Executive;

(2) **Secretary:**

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

(3) **Treasurer:**

The Treasurer shall be responsible for keeping the Committee's Primary and Secondary accounts solvent. Responsibilities shall include budgeting; monitoring expenditure and signing claim forms;

(4) **Fundraising officer:**

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

(5) **Biodiversity officer:**

The Biodiversity officer shall campaign and raise awareness of HUU's and UoH's impact on the surrounding ecosystems and methods through which this can be improved;

(6) **Ethics officer:**

The Ethics officer shall be responsible for researching and raising awareness of HUU's and UoH's ethical practices, their impact and ways both organisations can become more ethically sound.

(7) **Energy officer:**

The Energy officer shall be responsible for campaigning for more efficient and less energy use on both campus and in student accommodation. They shall research and promote creative energy saving and energy creation methods for both institutions and students.

(8) **Recycling officer:**

The Recycling officer shall investigate and promote both the recycling and reusing materials on campus and in student accommodation. They shall lobby HUU, UoH and local authorities to support student recycling initiatives.

8. **Meetings**

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

9. **Quorum**

The quoracy of such meetings shall be four of the voting membership plus the chair.

10. **Minutes**

The minutes shall be taken by the Secretary and a copy is to be handed to the general office within three days of the meeting.

11. **Voting**

All votes shall require a two thirds majority to pass. All votes shall be public except those on motions of Caution, Censure and No Confidence which shall be conducted by secret ballot, counted by the Secretary and checked by the Chair; unless either of these are the subject of the motion, in which instance the Treasurer will take their place.

12. **Powers**

The Executive shall be able to:

- (1) Pass a motion of Caution against the Chair as detailed in S.O. 7006;
- (2) Bring motions of Censure and No Confidence as detailed in S.O. 7006 against the Chair to Council;
- (3) Pass a motion of Caution, Censure or No Confidence against other Executive members as detailed in S.O. 7006. Motions of No Confidence are to be ratified by Council and if successful the member is removed from the Executive;
- (4) Submit questions in writing to the Trustees of HUU to be asked by the President;
- (5) Submit questions to a member of Council to be asked by the Chair.

13. **Budget**

The President is the budget head for the Committee in accordance with S.O 1001 and shall ultimately control expenditure. The President may request the Treasurer attend the Governance Zone and/or Council to report on the financial performance of the Committee.

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May 2009

Passed by UEC on: 05/05/09

Passed by Union Council on: 11/05/09