

**Formal Proposition for Adoption of New Constitution**

Proposed By: Milia Hasbani – CGCU Chairman and OM FoE

Seconded By: Claudia Caravello – CGCU President and  
Andrew Hill – CGCU Vice President (Finance & Societies)

**Union Notes**

- The amended Constitution and Regulations of the City and Guilds College Union as proposed by its Executive Committee.
- The Constitution and Regulations have been passed by the Executive Committee of the Union, but due to constitutional provisions, a vote of Council is required to ratify and formally accept the constitutional amendments.

**Union Believes**

- That the changes to the Constitution and Regulations of the City and Guilds College Union represent positive change and will bring benefit to CGCU members.

**Union Resolves**

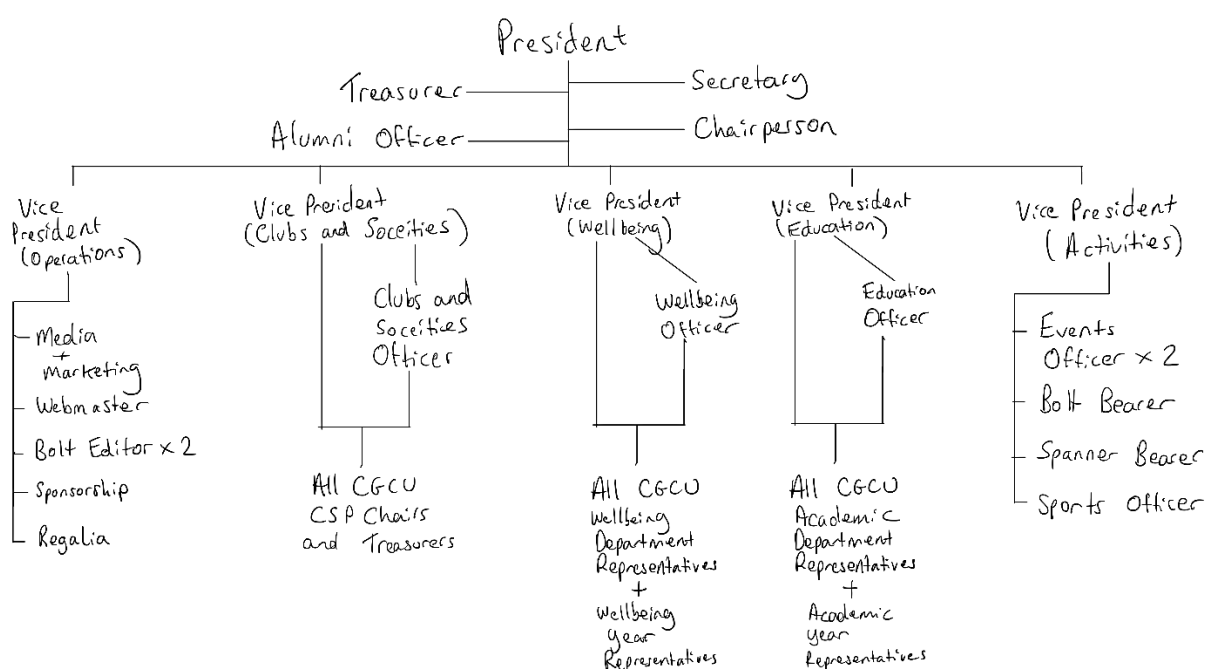
- To approve the proposed Governing Documents of the City and Guilds College Union, effective immediately to facilitate the upcoming Leadership Elections, and for full implementation starting in the 2018-19 Academic Session.

### CGCU Constitution & Regulation Changes

#### Overview

This year the CGCU has decided to undertake a restructure of its committees and their membership. This has required the addition of 4 new roles, and the removal of one.

The Executive Committee’s membership is now smaller, contains only the more senior officers, and meets more often than at present. A new General Committee has been formed, which is essentially the old Executive Committee, containing all central CGCU officers (so excluding departmental representatives and CSP officers). Other, essentially subcommittees, have been rearranged as shown below.



The CGCU constitution has undergone some other minor changes for consistency with the new structure. Notably, the list of officers of the union has now been moved into the constitution from the regulation, to create a clear divide into what does and doesn’t need approval from council.

#### Renamed Officers

- Honorary Secretary -> Secretary
- Chairman -> Chairperson
- Academic Affairs Officer -> Vice President (Education)
- Welfare Officer -> Vice President (Wellbeing)
- Honorary Treasurer -> Treasurer
- Vice President (Finance & Societies) -> Vice President (Clubs and Societies)
- Deputy Welfare Officer -> Wellbeing Officer

**Added Officers**

- Vice President (Operations)
  - To manage the operations and management aspects of the union.
  - To coordinate publications, publicity, sponsorship.
- Clubs and Societies Officer
  - To assist the VPCS in managing the Clubs and Societies.
- Education Officer
  - To assist the VPE in Academic Representation
  - To assist the VPE in managing the Academic Representation Network
- Second Bolt Editor
  - To assist the Bolt Editor in compiling and editing 'The Bolt'

**Removed Officers**

- RAG Coordinator
  - Responsibilities for this officer have been transferred to the Vice President (Activities).

**Executive Committee**

The Executive Committee shall be responsible for the day-to-day operational management of the Union and developing the Union's strategy, reporting to the General Committee and General Meeting.

The Executive Committee shall meet once every two weeks in term time and additionally as needed.

Membership:

- President
- The Vice Presidents
- Chairperson
- Secretary
- Treasurer
- Alumni Officer

**General Committee**

The Committee shall be responsible for the general management of the Union and prescribing Union policy, subject to any direction of General Meeting.

The President shall convene the General Committee at least every four weeks during term time.

Membership:

- President
- The Vice Presidents
- Chairperson

- Secretary
- Treasurer
- Alumni Officer
- Clubs and Societies Officer
- Wellbeing Officer
- Education Officer
- Sponsorship Officer
- Events Officer (2x)
- Sports Officer
- Media & Marketing Officer
- Regalia Officer
- Webmaster
- Spanner Bearer
- Bolt Bearer

### **Academic Representation Committee**

The Academic Representation Committee shall be responsible for overseeing the operation of the Student Academic Representation Network within the Union and direct education policy for students of the Union.

The Academic Representation Committee shall report to the Executive and General Committees.

The Academic Representation Committee shall meet once a term in term time and additionally as needed in person, as well as via regular online communications.

The members of the Academic Representation Committee shall be:

- President
- The Vice President (Education)
- Education Officer,
- Departmental Academic Representatives.
- Academic Year Representatives.

### **Wellbeing Representation Committee**

The Wellbeing Representation Committee shall be responsible for overseeing the operation of the Wellbeing Representation Network within the Union and direct wellbeing policy for students of the Union.

The Wellbeing Representation Committee shall report to the Executive and General Committees.

The Wellbeing Representation Committee shall meet once a term in term time and additionally as needed in person, as well as via regular online communications.

The members of the Wellbeing Representation Committee shall be:

- President,
- The Vice-President of Wellbeing
- The Wellbeing Officer,
- The Wellbeing Departmental Representatives,
- The Wellbeing Year Representatives.

### **Clubs & Societies Committee**

The Clubs and Societies Committee shall be responsible for overseeing the operation of the Clubs and Societies and central activities of the Union.

The Clubs and Societies Committee shall report to the General and Executive Committees.

The Clubs and Societies Committee shall meet twice in the autumn term and spring term, once in the summer term, and additionally as needed.

The members of the Clubs and Societies Committee shall be:

- President,
- The Vice-President of Clubs and Societies,
- Clubs and Societies Officer,
- The Chair and Treasurer of each Club or Society,
- The Vice-President of Activities
- The Vice-President of Operations
- Secretary
- Treasurer

Chairs and Treasurers of Clubs and Societies shall share a single vote for each Club or Society.

### **Activities Committee**

The Activities Committee shall be responsible for overseeing traditional events and central activities of the Union.

Activities Committee shall exercise powers to direct policy and allocate funds as budgeted by the Executive and General Committees.

The Activities Committee shall report to the Executive and General Committees.

The Activities Committee shall meet every two weeks during term time and additionally as needed.

The Members of the Activities Committee shall be:

President

The Vice President of Activities

Events Officers  
Sports Officer  
Mascot Bearers  
Alumni Officer  
Treasurer  
Vice President of Operations

### **Operations Committee**

The Operations Committee shall be responsible for overseeing the public image and brand of the Union and its publications on all forms of media.

The Operations Committee shall be responsible for creating and maintaining relationships with sponsors.

The Operations Committee shall exercise powers to direct policy and allocate funds as budgeted by the Executive and General Committees

The Operations Committee shall meet every two weeks during term time and additionally as needed.

The Members of the Operations Committee shall be:

- President
- The Vice President of Operations
- Media and Marketing Officer
- Webmaster
- Bolt Editors
- Alumni Officer
- Sponsorship Officer
- Secretary
- Treasurer
- Vice President of Activities

### **Departmental Society Committees/Clubs and Society Committees**

As before, with the following changes.

Originally all Vice Presidents were ex-officio non-voting members. Now, only the VPCS is, with the addition of voting rights if the CGCU President is not present.

*31.6.1.5 The Vice-President (Clubs and Societies) as an ex-officio non-voting member, to be given voting rights in the absence of the President.*

Clarity has been given on how extra committee members are added – by changing their constitution.

*31.6.2. and 32.5.2 Committees may have additional members in accordance with their constitution.*

31.6.4. and 32.5.3. *Committee may decide to make additional posts available for election for the following year, by changing their constitution.*

### **Grants Committee**

The Grants Committee shall be responsible for allocating the Departmental Society Grants from the Faculty of Engineering annual grant according to the Grants Policy.

The members of the Grants Committee shall be:

- President
- The Vice President of Clubs and Societies
- Clubs and Societies Officer
- Treasurer
- Vice President of Activities (or another member of the Activities Committee)
- Another member of the General Committee or the Clubs and Societies Committee.

Members of the Committee cannot vote on a matter if they have a conflict of interest on that matter.

The Grants Committee shall be convened and chaired by the Vice-President (Clubs and Societies) Officer.

Meetings of the Awards Committee shall be minuted by the Secretary.

### **Logos**

The logos have been updated with coloured versions.