



Governance Committee

Terms of Reference

Purpose

The Governance Committee has delegated responsibility, on behalf of the Board of Trustees, for ensuring the effective governance of Imperial College Union.

Specifically, it has responsibility for ensuring that the Union's governing documents are appropriate, that its democratic processes are free and fair, and that its disciplinary processes are adequate.

Remit

1. To review the Constitution & Bye-laws regularly to ensure they are compliant with regulatory requirements and are examples of best practice
2. To oversee the delivery of the annual election cycle, including the appointment of a Returning Officer and by receiving election reports
3. In collaboration with the Appointments & Remunerations Committee, to agree the nomination and selection process for external trustees and the Chair of the Board
4. To ensure our disciplinary processes are examples of best practice and are compatible with the College's disciplinary policies and procedures
5. To support and advise on the good governance and delivery of democratic decision-making processes such as Union Council
6. Other matters as delegated by the Board of Trustees

Membership

The Committee shall be appointed in accordance with the Constitution, by the Board of Trustees Chair and shall contain the following members:

1. Lay Trustee (Committee Chair)
2. Deputy President (Clubs and Societies)
3. Deputy President (Finance and Services)
4. Student Trustees
5. Union President
6. Council Chair

The Quorum levels for meetings to held are as follows:

- A Minimum of 3 Committee members
- 2 different types of Trustee must be present
- A minimum of 50% of voting membership must to be present
- If unable to attend the meeting, the Committee Chair must delegate a Chair as appropriate