

Imperial College Students' Union
Governance & Membership Committee

Minutes / 2 September 2021

1. Introduction & Attendance

Dr Phil Power (PP)	Hilliam Tung (HT)
Jill Finney (JF)	Dr Lloyd James (LJ)
Daniel Lo (DL)	Prof Dot Griffiths (DG) in the Chair
India Marsden (IM)	Charlotte Drastich (CD)
Michaela Flegrova (MF)	

In attendance

Victoria Agbontaen (VA)
Dr Tom Flynn (TF)
Tom Newman (TN)

2. Apologies

None

3. Conflicts of Interest

All those on the Board eligible to run for positions in elections declared interests in Election rules and regulations.

4. Identification of Confidential Business

Item 10.

5. Terms of Reference & Membership

TN presented an overview of the revised terms of reference for the committee which the committee was to approve. TN highlighted that the Board had agreed to delegate responsibility of effective governance, oversight of democratic structures, membership, and student disciplinary issues. The Committee voted unanimously to approve the terms of reference with PP voted to be the committee's new chair. In line with the term of reference, the committee agreed the following membership for 2021-22 academic year:

Dr Phil Power (Chair)
Dot Griffiths
Dr Lloyd James
Daniel Lo
India Marsden
Hilliam Tung
Charlotte Drastich
Michaela Flegrova

The committee thanked DG for her previous work as chair of the Governance Committee.

6. RO & DRO Appointments and Elections Rules & Regulations

TN presented the Election Rules and Regulation paper to the committee. TN provided an overview of the paper highlighting the requirement for the committee to approve the

appointment of the Returning Officer and Deputy Returning Officer for the Leadership Elections, Autumn and Summer Elections. The Committee agreed to the appointment of Ryan Bird to be the Union's Returning Officer and Tom Newman as Deputy Returning Officer for the Leadership Election. Tom Newman was also given authority to appoint Assistant Deputy Returning Officers.

Tom Newman was appointed as Returning Officer for Autumn and Summer Elections, and Cat Turhan was appointed as Deputy Returning Officer. Tom Newman was appointed as Returning Officer for Club and Society Elections as and when required, with the authority to appoint Deputy Returning Officers.

The Committee approved the Union's election rules and specific rules for Leadership Elections. These rules are contained within the Union's Bye Law J on Major and Minor Election rules.

7. Update on Governing Documents

LJ provided an overview on work related to the updating of the Union's governing documents. A full paper of updates will be brought to the next main board for review and approval.

8. Disciplinary Review Update

The committee noted that the Union will be undertaking a review of disciplinary procedures and the implementation of operational processes related to them. The Committee will be updated of this work in due course.

9. Democracy Review Update

LJ provided an overview of the planned review of the Union's democratic structures. This review will be undertaken over the course of the new academic year.

10. Live Disciplinary Cases

TN updated the committee on disciplinary cases. The committee will be updated on any developments and will be required to support if disciplinary action is required in line with the Union's Bye Law.

11. AOB

None.