



University of St Andrews Students' Association Students' Representative Council

AGENDA

Tuesday 6 October 2015 - Committee Room - 6.00pm

- 1. Adoption of the Agenda**
- 2. Apologies for Absence**
- 3. Adoption of the Minutes of the Previous Meeting**
- 4. Matters Arising from the Minutes of the Previous Meeting**
- 5. Open Forum**
- 6. Reports of Sabbatical Officers**
 - 6.1. Report of the Athletic Union President
 - 6.2. Report of the Association President
 - 6.3. Report of the Association Director of Events & Services
 - 6.4. Report of the Association Director of Student Development & Activities
 - 6.5. Report of the Association Director of Representation
- 7. Questions for Committees**
 - 7.1. Questions for Association Alumni Committee
 - 7.2. Questions for Association Community Relations Committee
 - 7.3. Questions for Association Environment and Ethics Committee
 - 7.4. Questions for Association LGBT Committee
 - 7.5. Questions for Rector's Committee
 - 7.6. Questions for SRC Accommodation Committee
 - 7.7. Questions for SRC Education Committee
 - 7.8. Questions for SRC Employability Committee
 - 7.9. Questions for SRC Equal Opportunities Committee
 - 7.10. Questions for SRC External Campaigns Committee
 - 7.11. Questions for SRC Wellbeing Committee
 - 7.12. Any Other Competent Questions
- 8. Unfinished General Business**
 - 8.1. J. 15-17- A Motion To Introduce A Funding Cap for Societies
- 9. New General Business**
 - 9.1. Co-option of Member for Widening Access and Participation
 - 9.2. J.15-20 - A Motion to Amend Chapter 17: SSC Performing Arts Fund (Mermaids)
 - 9.3. J.15-19 - A Motion to Include SSC Arts Festival Committee in the Laws (On the Rocks)

9.4. J.15-21 - A Motion to Give the Athletic Union (AU) President a Vote on SSC

10. Open Discussion

11. Any Other Competent Business

SRC REPORTS

ASSOCIATION ALUMNI OFFICER

-NO REPORT SUBMITTED-

ASSOCIATION COMMUNITY RELATIONS OFFICER

This week the community relations committee has started to look at ways we can make Raisin weekend most enjoyable for students and residents alike, by creating a campaign that focuses on student safety and respect for fellow members of the community. We are also in the process of creating a cycle safety campaign that will highlight the availability of subsidised bike lights in the Union shop in preparation for darker nights, and have been liaising with the Bike Users Group in order to make this campaign most effective. We are also hoping to create a survey that will look at student recycling patterns; specifically, what recycling bins students (particularly those in private accommodation) are provided with, and how much they tend to throw away or recycle at the end of the semester (with a particular focus on larger household items). We hope that this will illuminate better ways for us to reduce the amount of waste at the end of each semester, as this has been brought up as a particular point of concern by the St Andrews Community Council.

ASSOCIATION ENVIRONMENT & ETHICS OFFICER

It's been a busy week with Green Week starting on Saturday and all the final events coming in for our programme. I went into talk to and advise an eco group at St Leonards school about projects they could do and those already in place at their school. On Wednesday I met with Alan from catering to talk about increasing vegetarian options in catered halls in a move towards encouraging lower carbon lifestyles. On the Monday of Green Week there will be a minimum of two of three meal options for dinner as vegetarian in all catered halls for 'Meat Free Monday'.

ASSOCIATION LGBT OFFICER

Week 4:

-EGM Wednesday October 7th 7-9pm in Beacon Bar! Everyone is welcome to join us!

-Rainbow Karaoke was a big success and an incredible end to SHAG Week

-Auditions for Five Lesbians Eating a Quiche are complete and mark the beginning of Saints LGBT+ expanding our events and visibly expanding our inclusivity.

-Open Door training was completed Monday the 28th of September and I have received wonderful feedback from it. Mira, the IR school president, has helped me spread the message among the student body. I am currently trying to get all of the school presidents to meet with me and discuss the possibility of working together to convince other schools to get involved in the program.

PRINCIPAL AMBASSADOR

-NO REPORT SUBMITTED-

RECTOR'S ASSESSOR

Over the summer I worked on the Save the Rector petition alongside Pat, which went really well (as you've all heard by now). Last Thursday Catherine came in and brought the Ambassador of Luxembourg in to speak on foreign relations in the EU. The Rector's Committee has been working on a few different initiatives regarding widening access schemes and increasing the visibility of the Rector, which I should have more to speak about soon. Congratulations to all of the new SRC members on surviving their first joint councils last week!

We've begun somewhat of an outreach campaign, distributing information to all the halls about what the Rector does, when you should call her, etc etc. We're also preparing for Court next Friday, which should be good!

SCIENCE/MEDICINE FACULTY PRESIDENT & ARTS/DIVINITY FACULTY PRESIDENT

Class rep election craziness is over and we are getting on with organising the first ID4001/2 Class Rep Forum and SSCC. We've also taken the decision to move to an alternative representation system for the ID1000/2000 modules (Great Ideas & Science Methods in Semester 1) as finding class rep volunteers is nigh on impossible. We're in the process of drafting our plan but it is likely to include making the students taking the module aware that they can pass on any major concerns to us, and we will be liaising with the module coordinators to see if a mid-semester survey may be a more suitable way of collecting feedback.

We attended our first Academic Council meeting on Weds 30th Sept, which was a teeny bit scary but we said some things so feel it went well.

The first School Presidents' Forum of the semester is coming up in Week 5 and we had our first School Presidents' social of Friday night karaoke/bop, which we hope to do regularly. We also may try to start a regular EduCom pub quiz team, and thoughts of planning a Christmas meal have crossed our minds.

With regard to my Madras outreach Science project, progress is a little slow, awaiting meeting with relevant staff at the School/Physics dept., but watch this space!

SRC ACCOMMODATION OFFICER

Apologies for the lack of submission of report at the last SRC Meeting. This report will cover everything that was done over the summer as well as in the first few weeks of term.

Sub-Standard Accommodation Report: Following a Sub-Standard Accommodation Tour last March for members of University Court, the SRC Accommodation Sub-Committee submitted a report to University Court providing them with photographs a written record of the accounts from the students whose flats they visited. Additional photographs and accounts from flats the Court members did not visit on the tour were added to this report.

Private Accommodation Viewing Scheme: Eight people reached out to the SRC Accommodation Sub-Committee asking to use PAVS over the summer. One person confirmed they had gotten a flat thanks to the program.

How to Rent Guide: Sub-Committee is in the middle of preparing the How to Rent Guide for print in the next few weeks and we are focused on making the check-list the highlight of the Guide. These guides will be printed out around the beginning of November. An online copy will also be made available on the Union website.

How to Rent Talk: We will be holding a 'How to Rent' Talk to coincide with the How to Rent Guide on 10 November at the Large Rehearsal Room. Publicity for the event will be released (most likely under the form of a Facebook event) once we get closer to the date of the event. There will be a drinks session (wine provided by the Sub-Committee) once the talk has been completed.

How to Rent Drop-in Sessions (Halls): After the talk mentioned above, the Sub-Committee and the Accommodation Advocate (Naomi Allen, nla5@st-andrews.ac.uk) will be going to Halls where we will be available to answer any queries brought to us by residents about renting a flat. How to Rent Guides will be distributed. These will take place around after the release of the How to Rent Guides but before the Revision period in Semester 1.

How to Rent Drop in Session (Library): At the start of Semester 2, the Sub-Committee will hold a Drop-in Session similar to the one in halls mentioned above but will be held in the library for one afternoon (could be increased to more depending on student interest) and will be open to all students.

Commuter Students FAQ: We are currently in contact with the Townsend Society (the society for commuter students) looking to hold a meet-up where the Sub-Committee can have an informal discussion with commuter students with the goal of highlighting ways the SRC can help improve the experience of commuter students. The main goal of this meet up will be to create a FAQ to be added in the How to Rent Guide mentioned above.

Note: The Accommodation Sub-Committee will look into a report put together by a Student Services intern over the summer and will take this into account when writing certain sections of the How to Rent Guide.

Flatmate Speed-Dating: The Sub-Committee will be holding a Flatmate Speed-Dating Event where flat-hunters will be able to get to know potential flatmates (Date: TBD).

Senior Student Forums: Two Forums have been held. There has been good attendance (>80%) from the Senior Students. Discussions have been had about behaviour at Hall Sport, concerns over the price of laundry services, insurance of committee beland requests for the timeline regarding the temporary closings of Andrew Melville and Albany Park for renovations. Requests for information from various individuals from around the University (e.g. Director of Residential and Business Services, Ben Stuart or member from catering services).

Angus & Stanley Smith Houses Committee Elections: On Monday 5 October, The Accommodation Sub-Committee will be running the elections for Angus& Stanley Smith Houses. This is the first time in five years that RBS has accorded them subs (the same funds that all the other halls receive to fund their respective committees) and the Sub-Committee had been approached to run them. By the time this report has been submitted, the elections would not have been completed. A mention of this will be made in the SRC meeting on Tuesday 6 October.

SRC EQUAL OPPORTUNITIES OFFICER

-NO REPORT SUBMITTED-

SRC EMPLOYABILITY OFFICER

- individual meetings with Director of Careers Centre, Paul Brown, and Employer Liaison Coordinator, Pamela Small, to discuss matching fund model for Employability Rep Events (to be funded by Schools, Careers Centre and Student Association). Follow-up meeting to finalize idea and discuss contributions with Joe and Paul before contacting the university's Proctor, Lorna Milne (done through Paul).
- ongoing contact and meetings with School Presidents to discuss implementation of School-specific lecture shouts for Presidents to introduce at first SSCC meetings
- meetings with Morag Fraser (Career Centre Student Connections Facilitator) to discuss disability-related events and planning Disability Fayre for second semester.
- planning Employability Rep training session (12th of October)
- meeting various Brand Ambassadors (SIE ,TeachFirst, Frontline) to discuss collaboration and raising awareness for Employability Rep lecture shouts

SRC EXTERNAL CAMPAIGNS OFFICER

External Campaigns have been continuing with the projects listed previously. Important developments have generally regarded the Refugee Action Group. Their collection went well, with more donated by both town and gown than was expected, so thanks should go to the whole St Andrews community for that. We found Union space for storage for them, in addition to transport for donations to be taken to Edinburgh. Further, we will subsidise some of the travel costs for this travel.

Other campaigns are developing. Nothing really to report right now on much of this to be honest.

We are working on a social media push in order to promote the group and what we can do for students. This is part of a wider attempt to promote the group, which will also include a *Pints and Protest* event sometime in the near future.

SRC MEMBER FOR RACIAL EQUALITY

-NO REPORT SUBMITTED-

SRC MEMBER FOR FIRST YEAR

I've been working with halls of residence to establish the new role of welfare rep, and the vast majority of halls have taken this up which is great! Now working on Raising Wellbeing.

SRC MEMBER FOR GENDER EQUALITY

Everything has been going well with the StAnd Together workshops and Got Consent campaign. We had a workshop with Union bar managers and door staff which I think is an incredible step, a SHAG week special workshop and a couple of others. At the moment I'm just organising workshops in halls where attendance was low during freshers. There will also be a workshop every two weeks in the Union now, the next one is Monday, October 12th at 4:30pm. Social Media has finally been launched for *Got Consent?* (I was waiting for approval / permission etc from the Uni), if everyone could like and share the page that would be great. We are also organising a second volunteer training session with Graham Goulden from the Violence Reduction Unit, at the moment it looks like this will be happening on October 28th. If anyone would like to become a volunteer / workshop facilitator, please get in touch (all5@).

SRC MEMBER FOR INTERNATIONAL STUDENTS

-NO REPORT SUBMITTED-

SRC MEMBER FOR MATURE STUDENTS

-NO REPORT SUBMITTED-

SRC MEMBER FOR STUDENTS WITH DISABILITIES

-NO REPORT SUBMITTED-

SRC MEMBER FOR WIDENING ACCESS AND PARTICIPATION

-MEMBER BEING CO-OPTED-

SRC POSTGRADUATE CONVENER

Class rep elections are now finished and apart from a few PGR rep positions, all postgrad reps have been elected and are currently being trained by myself and Joe. They will be working on issues in their Schools, study space and tutor pay&training. I attended Academic Council along with Pat and the two Faculty Presidents. We raised the need for a University procedure on how to decide whether honorary degrees should be rescinded or not. Discussion items of the meetings included the outcome report of the ELIR team, a paper on introducing a GPA in UK universities and an update on the consultation regarding the HE Governance Bill. This upcoming week is Learning&Teaching Committee which includes a new Fitness to Study Policy which allows for a compulsory Leave of Absence in extreme (and rare) cases if deemed necessary by a selected panel after appropriate consultation with Student Services, professional medical staff and the Proctor's Office.

Last week also saw the final induction for new PGR students and a successful Welcome Reception in cooperation with St Leonard's College.

The PG Society Committee is still looking for a Secretary and Events Convenor both of which will be co-opted on Wednesday, 7 October, 5pm. The new meeting time for the PG Society is now on Wednesdays, 5-6pm, Society Room A. Upcoming events include a [screening of the first PhD movie](#), the Gala Dinner, a Ceilidh and the Guy Fawkes Bonfire in cooperation with Equal Opps and the Member for Mature students. As part of Enterprise Week PG Soc is hosting a [Q&A session](#) on start-ups with a member of the Smart History Team on Saturday, 10 October, 2-4pm.

SRC WELLBEING OFFICER

Not much to report apart from that SHAG Week was week 3, we had lots going on, now onto the plans for Raisin. Alongside LGBT we ran a speed adoption event which was very popular and Wellbeing are aiming to run another in week 4.

J.15-17

A Motion to Introduce a Funding Cap for Societies

OWNER: Societies Committee

IN EFFECT FROM: Immediately

REVIEW DATE: December 2015

THIS SSC AND SRC NOTE:

- In the preceding four years, a small number of societies have received a majority of the Association's funding allocated for Societies.
- Some societies receive more Association funding than some SSC subcommittees
- The SSC Societies Committee are in the processes of amending its funding process

THIS SSC AND SRC BELIEVE:

- The current funding mechanism encourages larger, wealthier societies to pursue more ambitious events with Association funding, at the expense of resources available to smaller societies.
- The money allocated for affiliated societies would better serve the Association as a whole if it were distributed across a more diverse range of student activities.
- As well as the value of the aforementioned diversity, there is value to some large and ambitious events to the extent that they are worthy of the Association's financial support.

THIS SSC AND SRC RESOLVE:

- To submit the following amendments to the Laws of the Association to the Students' Association Board, with the recommendation that the same do pass:
 - To insert into Chapter Nine a new §5.4 with the following text, and renumber accordingly
4. *The Committee shall not be competent to authorise funding in excess of £2000 to any society in any academic year without the approval of the SSC. Notwithstanding the provision of 5.3, this provision may not be waived at the Committee's discretion.*

Proposed on the Recommendation of the SSC Societies Committee

J.15-20
A MOTION TO AMEND CHAPTER 17: SSC PERFORMING ARTS FUND
(MERMAIDS)

Owner: SSC Performing Arts Fund (Mermaids)

In effect from: Immediately after approval

Review date: N/A

THIS SRC AND SSC NOTE:

1. The Students' Association Constitution and Laws regulate the activities of the Students' Association.
2. The most up-to-date version of this chapter of the laws online (from April 2015) contains a number of factual mistakes and inaccuracies.

THIS SRC AND SSC BELIEVE:

1. The proposed amendments will bring the Laws in line with current practise.

THIS SRC AND SSC RESOLVE:

1. To strike the current Chapter 17 and replace with appendix A.

Proposed:

Mermaids Committee

SSC Performing Arts Fund (Mermaids)

The SSC Performing Arts Fund shall be called 'Mermaids: The University of St Andrews Performing Arts Fund', hereafter 'Mermaids'.

1. Aims

1.1. To promote performing arts, both within and outwith St Andrews.

1.2. Mermaids shall have a membership that includes all matriculated students of the University of St Andrews, excluding those who have exercised their right under the 1994 Education Act to opt out of Association membership.

2. Committee Membership

2.1. SSC Performing Arts Officer (Mermaids President)
(Convenor and Chair)

2.2. Vice-President

2.3. Secretary

2.4. Productions Treasurer

2.5. Productions Coordinator

2.6. Ball and Fundraising Convenor

2.7. Fringe Representative

2.8. Barron Manager

2.9. Box Office Manager

2.10. Costumes Officer

2.11. Set and Props Officer

2.12. Technical Operations Officer

2.13. Marketing Officer

2.14. Engagement Officer

2.15. Director of Student Development and Activities

2.16. Director of Events and Services

2.17. Management Accountant (Non-voting)

2.18. Building Supervisor (Non-voting)

2.2. The roles of all Mermaids Committee Members shall be laid out in the Roles document, to be reviewed annually.

2.3. Changes to the Committee's membership shall be considered changes to this chapter of the Laws and as such must be approved by the Association Councils.

3. Meetings

3.1. Public Meeting

3.1.1. Mermaids shall convene a public meeting at least once per fortnight, during term time.

3.1.2. Attendance is compulsory for at least one member of every production team currently benefitting from Mermaids funding.

3.1.3. Attendance is open to all other matriculated students of the University of St Andrews, excluding those who have exercised their right under the 1994 Education Act to opt out of Association membership.

3.2. Committee Meeting

3.2.1. The committee shall meet formally at least once per fortnight during term time.

3.2.2. This meeting shall be *in camera*.

3.2.3. The quorum shall be 3/5 of all eligible voting members.

3.2.4. Any committee member that declares a conflict of interest through being involved in a production shall not count as an eligible voting member for the purposes of establishing quorum.

3.3. Presidents' Forum

3.3.1 The Presidents' Forum shall convene at least two times per semester.

3.3.2. Membership shall consist of the presidents, or producers, of those societies affiliated to Mermaids.

3.3.3. Any society that identifies as a performing arts society- or a society with a performing arts element- is eligible to join, at the discretion of the convenor.

3.3.4. The forum shall act primarily as a point of contact between the Performing Arts Officer- representing Mermaids- and Mermaids' affiliated societies.

3.3.5. The forum aims to promote communication and cooperation between performing arts groups and societies in St Andrews.

4. Remit of Mermaids

4.1. Mermaids shall be responsible for the promotion of performing arts in St Andrews and the organisation of events in conjunction with this promotion.

4.1.1: Mermaids shall allow student groups with a performing arts remit to affiliate with it, and will provide support for their activities.

4.1.1.1: Blind Mirth

4.1.1.2: Just So (Musical Theatre)

4.1.1.3: Gilbert and Sullivan

4.1.1.4: Comedy Soc

4.1.1.5: Inklight

4.1.1.6: A Cappella Society

4.2. Mermaids shall provide funding for events involving, or related to, performing arts in St Andrews. This shall be determined by financial, logistical and skills-based merit.

4.2.1. Financial Merit shall be defined as a proposal for which all spending is adequately accounted for, breaking even at an attendance of 66%, unless the committee should vote otherwise.

4.2.2. Logistical Merit shall be defined as Mermaids having the appropriate space, dates, potential actors and resources for the show.

4.2.3. Skills-based merit shall be defined as the potential for the event to provide opportunities for students to enhance their knowledge and skills base, regarding performing arts.

4.3. Mermaids shall coordinate the timings of student productions in St Andrews with the aim of avoiding unnecessary clashes.

4.4. Mermaids shall provide advice to societies or individuals wishing to produce performing arts events.

4.5. Mermaids shall control the fixed assets of drama, including the Barron Theatre, in St Andrews in conjunction with the Association.

4.6. Mermaids shall, wherever possible, encourage the transfer of St Andrews productions to other venues outwith St Andrews.

4.7. Mermaids shall coordinate workshops for the enhancement of skills in acting, directing, movement, voice, makeup, technical capability, future careers in the performing arts and other relevant areas.

4.8. The Performing Art Officer shall receive one free ticket to all events funded or assisted by Mermaids. They should make all due effort to attend every show.

4.9. The committee shall receive two tickets, to be distributed to any other committee members at the discretion of the Box Office Manager. They shall not be allowed to write a review if they use these tickets.

5. Loans And Investments

5.1. All loans and investments will be entirely at the discretion of the Committee, within guidelines laid out by the Association and will be covered by the terms in the investment contract.

6. Annual General Meeting

6.1. The Annual General Meeting shall take place during Semester Two, after the Association elections.

6.2 There shall be 14 days notice of the AGM, and this shall be posted in a public forum.

6.3. The quorum for an AGM shall be twenty-five ordinary members.

6.4. The positions of Engagement Officer, Secretary, Set and Props Officer, Costumes Officer and Marketing Officer shall be elected at the Annual General Meeting.

6.5. A Sabbatical of the Association, who shall be Returning Officer, will supervise the election. They shall accept proxy votes at their discretion.

6.6. Voting shall be by secret ballot, and the STV method.

6.7. All candidates must run against RON (Re-Open Nominations).

- 6.8. All matriculated students of the University, except those that have exercised their right under the 1994 Education Act not to be members of the Students' Association, shall have the right to vote.
- 6.9. Nominations for posts elected at the EGM may be made at the meeting, provided the candidate and his/her proposer and seconder are present.
- 6.10. Any nominations in absentia may be made prior to the meeting, up to 24 hours in advance. They may send in a statement to be read by a nominated person, or the Performing Arts Officer.

7. Interviewed Positions

7.1. The positions of Vice-President, Treasurer, Productions Coordinator, Marketing Officer, Fringe Representative, Technical Operations Manager, Box Office Manager and Ball Convener shall be filled by appointment after interview, which will take place before the Annual General Meeting.

7.2. The interview panel will comprise at least four of the incoming and outgoing Performing Arts Officers, the incoming and outgoing Directors of Student Development & Activities, the incoming and outgoing Director of Events and Services and the incumbent of the position being interviewed.

7.3. If a member of the panel is reapplying for the same position under interview then he/she must resign from the panel.

If this situation arises, the remaining members may decide to invite one other person to join the panel.

8. Committee Vacancies

8.1. Committee posts that shall, from time to time, fall vacant for whatever reason shall be filled by co-option.

8.2. The chair shall act as returning officer.

8.3. Voting shall be by secret ballot, and the STV method.

8.4. In the event of a tie, the Chair of the meeting will hold the casting vote.

8.5. The Mermaids Committee may also call an Extraordinary General Meeting to fill vacancies at their discretion.

9. Co-option

9.1. Should a position remain unfilled following the AGM, and no person is forthcoming from those eligible to run from the student body from a subsequent reopening and every effort has been made to fill the position from a member outwith the committee, a current member of committee may run for the position, to be held in conjunction with their current position.

9.2. A member on the committee who holds more than one position is still only allowed one vote on committee.

10. Committee Decisions

10.1. Should a consensus be unobtainable at a Committee meeting, a roll-call vote should be taken. In the event of a tie, the Chair of the meeting will hold the casting vote.

11. Mermaids Bank Accounts

11.1. The Performing Arts Officer, Vice-President, Productions Treasurer, Management Accountant and General Manager of the Union should all be signatories on each account held by Mermaids.

11.2. The Barron Manager shall be a signatory on the Barron account.

11.3. The Ball Convenor shall be a signatory on the Events account.

11.4. The Fringe Representative should be a signatory on all accounts to be used by productions at the Edinburgh Festival Fringe.

J.15-19
A Motion to Include SSC Arts Festival Committee in the Laws (On The Rocks)

Owner: Director of Student Development and Activities

In effect from: Immediately after approval

Review date: N/A

THIS SRC AND SSC NOTE:

1. On The Rocks has been an Association Project within the Students' Association since 2009.
2. On The Rocks has been receiving a grant from the Students' Association for seven years – increasing year on year.
3. The time and effort attributed within the Association to On The Rocks is equal if not more to our larger subcommittees.

THIS SRC AND SSC BELIEVE:

1. On The Rocks is a staple within the Student Calendar and Student Experience.
2. The town and gown collaboration forged by On The Rocks has also strengthened year on year.
3. On The Rocks collaborate with a vast range of Association and external bodies across the University and on a national level.
4. It is the largest student-run arts festival in the UK.

THIS SRC AND SSC RESOLVE:

To make the following changes to the Association Laws:

Chapter one

Add 3.3.5.9 SSC Arts Festival Convener

Chapter Three

Add 1.1.22 (*move others down*) SSC Arts Festival Convener (non-voting)

Add 4.1.11 SSC Arts Festival Convener

Add 4.2.11 SSC Arts Festival Committee (On the Rocks)

Add 5.11

The SSC Arts Festival Convener shall:

5.11.1. Be selected by the SSC Conveners Selection Committee

5.11.2 Convene and Chair the SSC Arts Festival Committee (On the Rocks Committee)

5.11.2. Work in consultation with the Director of Student Development and Activities including during the formulation of On the Rocks' annual budget

Insert Chapter: Appendix A as Chapter 23

Proposed:

Kyle Blain- DoSDA

Chris McCrae-DoES

Joe Tantillo-DoRep

Pat Mathewson-Association President

Chapter Fourteen: SSC Arts Festival Committee (On The Rocks)

1. Aims

The SSC Arts Festival Committee (On The Rocks) aims to to make the arts accessible to the student and local community – through facilitating and coordinating one student-run arts festival in semester two, herein further referred to as ‘the festival’, and, to a lesser extent, coordinating and facilitating other student run arts events throughout the academic year.

2. Membership

2.1. Executive Committee

On The Rocks Executive Committee shall have the following members:

- 2.1.1. SSC Arts Festival Convener (Director & Chair)
- 2.1.2. Director of Operations
- 2.1.3. Head of Events
- 2.1.4. Head of Programming
- 2.1.5. Head of Publicity
- 2.1.6. Head of Press
- 2.1.7. Head of Venues and Tech
- 2.1.8. Head of Community Events
- 2.1.9. Head of Administration
- 2.1.10. Festival Designer
- 2.1.11. Website Designer
- 2.1.12. Social Media Officer

2.2 Subcommittees

On The Rocks Executive Committee shall oversee the work of the following subcommittees:

2.2.1. Publicity and Design

The Publicity and Design subcommittee are responsible, at minimum, for ensuring constant and aesthetic branding adhere to the vision of the festival. They choose, design and order all merchandise and promotional material. Manage all of the marketing operations during the weeks leading up to the festival and the week of the Festival itself.

2.2.2. Operations

The Operations subcommittee are responsible, at minimum, for managing grant funding and sponsorship on a local and national level. They also devise the Box Office system subsequent to event confirmation.

2.2.3. Programming

The Programming subcommittee are responsible, at minimum, to coordinate applications from external groups to be part of the Festival and along with the SSC Arts Festival Convener, Director of Operations, Head of Venues and Technical programme and timetable the festival.

2.2.4. Community Events

The Community Events subcommittee are responsible, at minimum, to coordinate events aimed primarily at increasing Town and Gown relations.

2.2.5. Venues and Technical

The Venues and Technical subcommittee are responsible, at minimum, to coordinate venues and technical aspects of the festival – liaising with the SSC Entertainments Committee and Director of Events and Services where appropriate.

2.2.6. Press

The Press subcommittee are responsible, at minimum, to liaise with local press and media outlets, and coordinate social media outlets.

2.2.7. Events

The Events subcommittee are responsible, at minimum, to coordinate and facilitate Festival events throughout the year.

2.3. Meetings

2.3.1. The executive committee shall meet weekly throughout the year prior to the Festival as a minimum. Other meetings can and shall be called by the SSC Arts Festival Convener when necessary.

2.3.2. On The Rocks subcommittees will meet weekly, or bi-weekly, throughout the year prior to the festival as a minimum, from the point at which the full committees are in post.

2.4. Quorum

The quorum shall be three-fifths of the voting membership of the committee.

2.5. Notice

All members of the Committee must be given at least 24 hours notice of any committee meeting.

3. Annual General Meeting

3.1. Procedure

The AGM shall be held during Semester Two after The Festival and shall:

3.1.1. Require 10 days notice.

3.1.2. Be publicised widely in such places and by such methods as the committee shall determine.

3.1.3. Include reports from the SSC Arts Festival Convener, Director of Operations and all other Executive Officers and allow for questions.

3.1.4. Decide on the formation of subcommittee positions available the following year.

4. Interviewed positions

4.1. The SSC Arts Festival Convener will be appointed by the SSC Convener Selection Committee as described in Chapter Three of the Laws.

4.2. All other members of the Executive Committee shall be selected by the SSC Arts Festival Selection Committee, which will be composed of the SSC Arts Festival Convener, the outgoing SSC Arts Festival Convener, a Sabbatical Officer and the outgoing office holder.

5. Subcommittee Application Process

5.1. Any members of the Association may apply to take office in a subcommittee.

5.2. The subcommittee application process is decided upon and distributed by the Executive Committee under the guidance of the SSC Arts Festival Convener and, where appropriate, the Director of Student Development and Activities.

5.3 Interviews will be coordinated where appropriate.

5.4 Applications for Subcommittee positions are taken primarily in semester one but right is given to the SSC Arts Festival Convener to advertise subcommittee openings as appropriate.

6. Committee Decisions

Should a consensus be unobtainable at a Committee meeting, a vote should be taken. Those members of the SSC Arts Festival Committee shall be eligible to vote and in the event of a tie, the casting vote will be held by the Chair of the meeting.

J. 15-21

A Motion To Give The Athletic Union (AU) President A Vote On SSC

This SSC & SRC Notes:

1. The AU President is a sabbatical officer
2. The AU President can vote on the SRC
3. The AU President cannot vote on the SSC
4. The other four sabbatical officers can vote on the SRC & SSC

This SSC & SRC Believes:

1. That the AU President is an integral part of the sabbatical team and deserves the same voting rights as the other four sabbatical officers.
2. That the AU and the Students' Association have made an effort to work more closely together as organizations, and the input of the Athletic Union President is incredibly valuable to the Students' Association.

This SSC & SRC Resolves:

To strike the text “(non-voting)” from 3Laws §1.1.10. giving the Athletic Union President a vote on the SSC

Proposed:

Joe Tantillo
Kyle Blain
Sarah Thompson
Chris MacRae
Pat Mathewson