

University of Bristol Students' Union Education Network

1. NAME

1. The name of the Network shall be the Bristol SU (University of Bristol Students' Union) Education Network.
2. The Network shall be a network of the University of Bristol Students' Union, as described in the Union Byelaws.

2. POWERS

1. The Network shall exist to provide a platform for officers, student groups and individual students to work together to build student communities and create change through collective action, in line with the Network's Standing Mandate.
2. In pursuance of this purpose, the Network shall have the power to act as a representative body, lead campaigns, hold forums and draft policy in line with the Network's Standing Mandate.
3. To achieve its purpose, the Network may undertake the following activities:
 - i. Take action on the Network's Standing Mandate
 - ii. Carry out policy referred to the Network by Student Council
 - iii. Act as a consultative body for relevant full-time officers and support them in progressing work relevant to the Network
 - iv. Scrutinise the work of associated Full Time Officers and propose a motion of censure to Student Council where they are disappointed in the actions of an Officer
 - v. Consider informal proposals from individual students, which may be progressed by the Network if they are within the scope of the Network's Standing Mandate or Terms of Reference
 - vi. Refer or propose policy to Student Council where it falls outside of the Network's Standing Mandate.
 - vii. Act as consultants on the wider work of the Union and the University as it pertains to the Network's remit.
 - viii. Arrange promotional, community-building or social activities which will build participation-levels or capacity of the Network.
4. The Network is expected to comply at all times with Union Policy as defined in the Union Byelaws and does not have the power to overturn or circumvent such policy.

3. STANDING MANDATE

1. Unless otherwise instructed by Union Policy, the Network shall have a Standing Mandate to:

- i. Raise institutional awareness of the experiences of students in relation to academic matters
 - ii. Raise student awareness of developments in local and national policies which might impact their academic experience
 - iii. Advocate for greater student involvement in the design, development and quality assurance of the educational experience at the University
 - iv. Advocate for increased investment in learning facilities and resources where the Network considers that these do not adequately meet student demand
 - v. Advocate for the adoption of inclusive approaches to teaching, learning and assessment which will meet the needs of minority and marginalised students
 - vi. Identify common educational concerns which affect students across multiple Faculties, and work with stakeholders to address these
 - vii. Campaign to reduce course-related costs where students are asked to pay these on top of course fees
 - viii. Campaign to reduce the financial burden of Higher Education on the individual student
 - ix. Act as a consultative body for key developments in education policy
 - x. Arrange events and activities which support students' academic engagement beyond their course of study
 - xi. Advise on the development of Just Ask and any other service provided by Bristol SU to support students' academic experience
2. This Standing Mandate should not be understood to permit the following, unless carried out under the instruction of Union Policy:
 - i. Activities about which there is likely to be significant controversy amongst the Members of the Union
 - ii. Activities which would have significant implications for the work of another Union Network, unless there is prior agreement with that Network that the activity should take place, or where the activity is conducted in collaboration with that Network
 - iii. Activities which are likely to incur significant risk to the Union's finances, reputation, legal standing or relationships with stakeholders
3. In the case that a Network wishes to engage in an activity which would fall into one of these categories, it should either:
 - i. Refer the matter to the Standing Committee, which shall decide whether such activities would require the approval of Student Council
 - ii. Submit policy on the matter directly to Student Council for decision
4. It shall be the responsibility of both the Chair of the Network and the associated Full-Time Officer(s) to ensure that the Network does not act on matters outside of its Standing Mandate and relevant Union Policy, and that any concerns regarding this are promptly referred to Standing Committee or Student Council.

4. MEMBERSHIP

1. Membership is open to all Full Members of the Union, who shall be considered Eligible Members of the Network.
2. Certain Eligible Members shall be designated as Invited Members of the Network, by virtue of a role or position that they hold within Bristol SU or the University of Bristol. These shall be:
 - i. All Course/Programme Representatives
 - ii. Faculty Representatives
 - iii. Student Quality Reviewers
 - iv. Committee members of any Academic Society
 - v. Student members of the Richmond Lectures Committee
3. The Chair of the Network shall maintain a contact list comprised of:
 - i. All Invited Members of the Network
 - ii. Any other Eligible Members of the Network who have signed up to receive communications from the Network

5. COMMITTEE AND OFFICERS

1. The Network shall be convened by the Chair of the Education Network, who shall be elected by and from the Faculty Representatives of the Union In November of each year.
2. The Network shall be attended by the Undergraduate and Postgraduate Education Officers, as described in Byelaw 8 (the associated Full-Time Officers)
3. There shall also be a Network Committee which shall be the executive decision making body of the Network.
4. In addition to the roles described in 5.1 and 5.2, the Network Committee shall include:
 - i. All Faculty Representatives of the Union
5. The Network Committee may meet at a schedule of its own determination, but should meet at least once per term.
6. Quoracy for committee meetings shall be set at 50% of the filled positions plus one.
7. All committee meetings must be minuted and the minutes published online and circulated to the committee before the next committee meeting.

7. DEMOCRATIC MEETINGS

1. The Network must hold open democratic meetings at least once per term, which any Eligible Member of the Network shall have the right to attend and participate in, at such a time as determined by the Network Committee.

2. Notice of such meetings must be sent to the Network's contact list of Invited Members and Eligible Members who have asked to receive updates via email, with at least fourteen days' notice. An agenda must be sent out with at least seven days' notice.
3. Notice of such meetings must also be published on an appropriate public forum such as the Bristol SU Website with at least 14 days notice.
4. Quorum of such meetings shall be set at the size of the committee plus one
5. All Democratic Meetings must be minuted and the minutes published online within 2 weeks.
6. An Extraordinary Network Meeting may be called by one of the following:
 - i. The Network Committee
 - ii. The Union Standing Committee
 - iii. Instruction of a properly constituted Student Council or Members' Meeting, or by other Union Policy
 - iv. 5% of the Invited Members by application to the Chair
7. An Extraordinary Meeting shall be called as specified on the application, but at least 7 days' notice shall be given.
8. Democratic meetings of the Network shall be chaired by the Chair of the Network.
9. The Chair shall, as far as possible, support the Network to reach decisions by consensus. Where consensus is not possible, decisions shall be made by a simple majority vote of those in attendance.
10. The Network may also hold meetings for non-democratic purposes, which shall not be subject to these rules.

8. AMENDMENTS TO THE TERMS OF REFERENCE

1. The Network may amend these Terms of Reference where the amendment has been approved by a two-thirds majority of the Eligible Members present at a properly constituted Network Meeting.
2. No amendment may become valid if it contravenes Union Policy or minimum standards provided by Bristol SU concerning the governance of Networks.
3. Amendments approved by the Network shall become valid only after ratification by the Union's Standing Committee
4. In addition, amendments to the Network's Standing Mandate shall require ratification by Student Council
5. These Terms of Reference may also be amended through the process for amendments to the Union Byelaws