

UCC STUDENTS' UNION CONSTITUTION



Students' Union
university college cork

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PREAMBLE

We, the students of University College Cork, do hereby enact this Constitution and establish University College Cork Students' Union as the chief representative body for the students in University College Cork.

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The authority of this representative body derives from the UCC Student Body who alone may: authorize the enactment of this constitution, elect eligible students to represent them and mandate the Union to fulfil their wishes. Additionally, the University Act 1997 empowers the Union to promote the general interests of the students, both individually and collectively, in respect of academic, disciplinary and other matters arising within the University and guarantees Students' Union representation on the statutory Governing Authority of the University.

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It is the firm will of this Union to provide, promote and actively pursue the betterment of the educational, welfare and entertainment services provided within University College Cork for all students enrolled in the University. The Union shall uphold principles of honesty, accountability and open-mindedness, and fulfil its representative purpose without discrimination and independent of any political or religious organisation.

TITLE & STRUCTURE

ARTICLE 1

1.1 The name of the representative body shall be “University College Cork Students' Union” (abbreviated “UCCSU”) and hereinafter referred to as “the Union”.

1.2 This Constitution shall come into effect on the 1st of July 2020, revoking all previous Constitutions and enshrining this Constitution as the supreme guiding document for the Union henceforth.

ARTICLE 2

2.1 The Union is established in accordance with the charters, statutes and regulations of the Governing Body of University College Cork.

2.2 Subject to the provisions of this Constitution, the Union shall be entitled to act independently of University College Cork; the University, its officers and employees, shall have no authority to intervene in the conduct of the affairs of the Union or management of its services and activities.

2.3 The Union and the University have a shared commitment to developing and improving students’ experience of academia and extra-curricular aspects of their lives.

2.4 The University and the Union acknowledge the need for, and agree to pursue full, open, regular communication based on the distinct roles and responsibilities of the University and the Union. It is acknowledged that each of the parties bring value to the relationship which can only be increased through dialogue.

2.5 In order to ensure that the Union can comply with all legal and University standards of reporting, keeping and recording of accounts, the Union will work closely with the University to establish a framework and guidelines on such reporting.

2.6 The University and the Union are committed to ensuring, so far as practicable, that their individual public profiles are consonant with each other and serve to enhance their respective reputations.

2.7 The Union shall have a Students' Union Administrative Officer appointed by the University, in consultation with the Executive, who shall provide administrative support to the Students' Union Officers and keep accurate records of the finances of the Union.

ARTICLE 3

3.1 The Union shall maintain its status as a "member organisation" of the Union of Students in Ireland (abbreviated as "USI"), in exchange for an affiliation fee.

3.2 Members of the Executive will be obligated to proactively engage with the USI Executive Team, other USI member organisations, Students' Union Training sessions organised by the USI and the USI's national campaigns.

3.3 Members of the Executive will use official USI gatherings, National Councils and Congresses, as a forum for discussing ideas, developing new policies and representing the UCC Student Body on a national level.

3.4 The Executive is obligated to run a USI affiliation referendum every 24 months.

STUDENT RIGHTS & UNION RESPONSIBILITIES

ARTICLE 4

4.1 The UCC Student Body includes all persons registered as students with University College Cork.

4.2 The UCC Student Body, as representees of the Union, are responsible for the selection of student representatives on the Students' Union Executive and the Student Representative Council and shaping the purpose and will of the Union through the student referendum mechanism outlined in this Constitution.

4.3 All members of the UCC Student Body are entitled to;

4.3.1° Equal representation from the Union regardless of race; colour; age; religion; ability; language; sexual orientation; gender identity; political or other opinion; nationality; membership to the Travelling Community; ethnicity; socio-economic or other status; provided that the rights of other students are not infringed.

4.3.2° Hold any of the elected positions of the Union, except where prohibited by the terms of this Constitution.

4.3.3° Vote in Union elections, if deemed eligible under the terms of this Constitution.

4.3.4° An equal right of access, as far as it is practicable, to the facilities and services of this Union.

4.3.5° Attend the assemblies of the Student Representative Council as non-voting attendees.

ARTICLE 5

5.1 The Union shall comprise a Students' Union Executive, a Student Representative Council and Students' Union Committees, all established in accordance with the terms of this Constitution and endowed with specific responsibilities.

5.1.1° The Students' Union Executive is a cabinet responsible for the day-to-day management of the Union, as well as representing the general interests of the students in all matters internally within the University and, where necessary, externally amongst the wider community.

5.1.2° The Student Representative Council is primarily responsible for voicing the concerns of the UCC Student Body to the Executive, formulating mandates for members of the Executive and ensuring that the Union as a whole operates in accordance with this Constitution.

5.1.3° A number of Students' Union Committees, established and operating in accordance with this Constitution, may be delegated responsibility to aid the Union in the performance of its functions.

THE STUDENTS' UNION EXECUTIVE

ARTICLE 6

6.1 The Students' Union Executive, referred to herein as the "Executive", is a cabinet consisting of six Students' Union Officers and thirteen Executive Representatives, all elected in accordance with this Constitution.

6.2 The Executive shall:

6.2.1° Be a forum for discussion of all issues of concern to students and collectively decide the Union's policies, stances and actions, subject to oversight from the Council.

6.2.2° Work as a democratic and transparent organ of the Union.

6.2.3° Actively pursue the engagement and participation of the UCC Student Body.

6.2.4° Co-ordinate and review the work of Executive members.

6.2.5° Prepare and make publicly available Minutes of the Executive Meetings.

6.2.6° Establish such Committees as it sees fit from time to time.

6.2.7° Actively pursue good relations with Clubs & Societies.

6.2.8° Actively pursue good relations with the University and the local community.

6.2.9° Be a recognised impartial and non-partisan representative channel between students and the University authorities, its subsidiaries, and representatives or organs of any other external body.

6.3 The Executive, collectively and individually, may be mandated by either a majority of the Executive or a majority of the Student Representative Council to pursue a particular course of action, so long as this action does not contradict the terms of this Constitution.

ARTICLE 7

7.1 The Students' Union President, elected in accordance with this Constitution, shall be the Chair of the Executive and shall endeavour to convene a meeting of the Executive, hereby referred to as "Executive Meetings", once a fortnight within each academic term.

7.2 In the case of the resignation or removal of the President, the Union's Vice-Presidents collectively will ensure the appointment of a Chair of the Executive by calling an Executive Meeting to appoint a temporary Chair who shall be empowered to call a Presidential by-election, in accordance with this Constitution.

7.3 The Chair must ordinarily provide the Executive with adequate notice of the occurrence of an Executive Meeting and, if possible, all meetings should be scheduled prior to the start of the semester.

ARTICLE 8

8.1 The quorum for an Executive Meeting shall be a qualified majority (over 50%) of all Executive voting members during the ordinary academic terms and at least seven such members at other times.

8.2 A member of the Executive who fails to attend two consecutive Executive Meetings without giving apologies to the President and providing satisfactory reasons acceptable to the Executive shall be considered to have resigned.

8.3 The Executive may permit members to attend Executive Meetings by means of video-conferencing or audio-conferencing and members shall count towards quorum if attending in such a manner.

8.4 All the decisions made by the Executive shall be made by a simple majority of all the Executive voting members present and voting. In the case of a tied vote, the Chair may refer the motion to the Council to be voted on.

ARTICLE 9

9.1 The Chair shall appoint a member of the Executive as the Executive's Secretary at the first Executive Meeting, whose responsibility will be to aid the Chair in organising the Executive Meetings, writing the Minutes of the meeting and, once approved at a subsequent Executive Meeting, making the Minutes publicly available.

9.2 The Executive may stipulate that *bona fide* sensitive, commercial, financial or personal information be redacted from such Minutes.

9.3 An Executive’s decision to redact the Minutes may be challenged by the Student Representative Council and a majority vote of a quorate Council may empower the Chair of the Student Representative Council to review the redacted information and issue an independent and impartial determination on whether to uphold the Executive’s redaction.

ARTICLE 10

10.1 There shall be six elected Students’ Union Officer on the Executive.

10.1.1° President (Chief Executive & Finance Officer)

10.1.2° Communications & Engagement Officer

10.1.3° Education Officer

10.1.4° Welfare Officer

10.1.5° Entertainments Officer

10.1.6° Commercial & Fundraising Officer

10.2 There shall be four elected College Representatives on the Executive.

10.2.1° College of Science, Engineering & Food Science Representative

10.2.2° College of Business & Law Representative

10.2.3° College of Medicine & Health Representative

10.2.4° College of Arts, Celtic Studies & Social Sciences Representative

10.3 There shall be three elected Campaign Representatives on the Executive.

10.3.1° Equality & Diversity Representative

10.3.2° Environmental & Sustainability Representative

10.3.3° Irish Language & Culture Representative

10.4 The six elected Special Representatives on the Executive shall be;

10.4.1° Postgraduate Representative

10.4.2° Mature Student Representative

10.4.3° International Student Representative

10.4.4° Council Chair

10.4.5° Societies Executive Representative

10.4.6° Clubs Executive Representative

ARTICLE 11

11.1 The Students' Union Administrator is entitled to attend meetings of the Executive in a non-voting advisory capacity.

11.2 The President may, with the consent of the Executive, invite no more than three individuals to attend the Executive meetings as non-voting special advisors to the President who are present, either on an ongoing or once-off basis, to aid the Union in the performance of its functions.

ARTICLE 12

12.1 Members of the Executive, have a general responsibility to;

12.1.1° Fulfil the requirements of their position outlined under this Constitution with courtesy, integrity and civility, and reject whichever professional practices might be regarded as improper or indecent.

12.1.2° Cooperate fully and completely with the Student Representative Council.

12.1.3° Value the dignity and uniqueness of individual students.

12.1.4° Encourage fellow members to work at the highest standards, applying acceptable professional practices.

12.1.5° Provide successors, directly or indirectly, with adequate information and guidance required to ensure a smooth transition of responsibility.

12.1.6° Not knowingly communicate any misleading or false information.

12.1.7° Not abuse their authority by using their position in the Union to intentionally acquire personal privileges, gains or benefits.

THE STUDENT REPRESENTATIVE COUNCIL

ARTICLE 13

13.1 There shall be a Student Representative Council hereby referred to as the “Council”.

13.2 The Council is empowered to adopt their own standing orders, however, must at all times operate in accordance with the terms of this Constitution.

13.3 The functions of the Council includes, but is not limited to;

13.3.1° Ensuring the Executive carries out its functions in a transparent manner and operates in accordance with the terms of this Constitution.

13.3.2° Providing an opportunity for members of the UCC Student Body and their Class Representatives to voice their concerns directly to the Executive.

13.3.3° Challenging any decision of the Executive that it deems fit and, with a simple majority of quorate Council, the Council may alter, amend or reverse the decisions of the Executive.

13.4 All students and elected student representatives have the right to attend and speak at Council, and all the Union’s Executive Representatives, Class Representatives and Officers are entitled to vote.

13.5 In circumstances where an Executive decision is being challenged by Council, all members of the Executive shall abstain from voting.

ARTICLE 14

14.1 There shall be a Chair of the Council, elected in accordance with the Council standing orders, and hereinafter referred to as the “Council Chair”.

14.2 The Council Chair, whose responsibility may be expanded upon by the Council’s Standing Orders, shall act as an impartial facilitator of meetings of the Council, ruling on all procedural matters and responsible for communicating all necessary information to Council members.

14.3 The Council Chair shall be entitled to attend meetings of the Executive and shall be responsible for advising the Executive on all matters in relation to the Council.

14.4 The Council Chair shall have the same voting rights as all the members of the Executive except on a vote in relation to redaction of the Minutes, in which case they are required to abstain from the Executive's vote.

14.5 In cases where the Council is formally challenging a decision of the Executive that the Council Chair has voted on the Executive decision, the Council Chair shall declare that they have voted in a certain manner and temporarily step down until the motion is either carried or rejected.

STUDENTS' UNION COMMITTEES

ARTICLE 15

15.1 Any member of the Executive may establish such Students' Union Committees, referred to hereinafter as Committees, as are necessary for the performance of its functions with the simple approval of the President.

15.2 All Committees will cease to exist by the end of term of the President who approved the Committee or, if the Executive abolishes such a Committee, with a simple majority vote.

15.3 Prior to the establishment of a Committee, the Executive should be given written confirmation from the President of the;

15.3.1° Chair of the Committee.

15.4.2° Purpose of the Committee.

15.4.3° Members of the Committee and/or the procedure in place for the appointment of committee members.

15.4.4° The Committee's date of establishment.

15.4 The Executive is entitled to receive a report from the President on any of the Committees at least once a semester at meetings of the Executive.

15.5 The Chair of any Committee shall endeavour to promote adequate gender representation on their respective committees.

STUDENT REFERENDUM

ARTICLE 16

16.1 A direct and universal vote of the entire UCC Student Body on a particular proposal, referred to hereinafter as a “Student Referendum”, may be held by the Union in accordance with the terms of this Constitution.

16.2 The Student Referendum may be used to

16.2.1 Make any amendments to this Constitution.

16.2.2 Mandate the Union to hold a particular stance or pursue a certain course of action so long as this stance/action does not conflict with the terms of this Constitution.

16.2.3 Maintain/reject an affiliation with the USI.

16.2.4 Empower the collection of any additional student levy.

16.3 Any Student Referendum will be organised by the Executive and held on the same date(s) as the Union’s General Elections. In exceptional circumstances, the Executive may decide to hold the referendum prior to, or after, the General Election.

16.4 The President shall be responsible for informing students of the date of a referendum and the motion that will be voted on a minimum of 14 days prior to the beginning of voting.

16.5 An open assembly of the students shall be called by the Executive prior to the date of any referendum to provide information to the UCC Student Body.

16.6 The quorum required for a referendum shall be 10% of the UCC Student Body as supplied by the University.

ARTICLE 17

17.1 A Student Referendum may be triggered by either a 75% supermajority of a quorate Council or the President's receipt of a petition bearing the names, signatures and student numbers of 750 members of the UCC Student Body clearly indicating their desire for a referendum on a specific motion to be held.

17.2 Rules and regulations around the specification for the terms of a proposed referenda will be decided by the Executive and all referenda should be run in conformity with such regulations.

STUDENTS' UNION OFFICERS

ARTICLE 18

18.1 There shall be a Chief Executive & Chief Finance Officer of the Union, hereby referred to as the President.

18.2 The President, elected in accordance with this Constitution, shall exercise and perform the powers and functions conferred on the President by this Constitution and any additional functions, duties or responsibilities conferred by the Council, or the Executive.

18.3 The President, as the principal representative for the UCC Student Body, is the chief spokesperson of the Union, a member of the University's Governing Body and Academic Council, an *ex officio* member at all Union committees, and the principal delegate and spokesperson to the National Council and Annual Congress of the USI.

18.4 The President shall be responsible for:

18.4.1° Coordinating all Union affairs.

18.4.2° Protecting and upholding the terms of this Constitution.

18.4.3° The implementation of Union policy, as well as supporting members of the Executive in their mandates, where necessary or appropriate.

18.4.4° Encouraging and actively promoting a culture of widespread student representation on all relevant University committees and bodies and monitoring the attendance of all Officers/Representatives at their relevant committee meetings.

18.4.5° The strategic development of the Union, along with the management and development of the Union's services.

18.4.6° Safeguarding of Union Finances.

18.4.7° The adequate training of members of the Executive.

18.4.8° Chairing meetings of the Executive and preparing written reports on the activity of the Union for these meetings.

18.4.9° Oversight of the Union's campaigns and events.

18.4.10° The interpretation of this Constitution, subject to the provisions of this Constitution.

18.5 The President, in consultation with the Vice-Presidents, is empowered to exercise plenary powers between meetings of the Executive; however, any members of the Executive may trigger a vote to overrule a decision made by the President at an Executive meeting.

ARTICLE 19

19.1 The Union shall have a Vice-President for Communications & Engagement, hereby referred to as the Communications & Engagement Officer, elected in accordance with the terms of this Constitution.

19.2 The Communications & Engagement Officer is responsible for the management of the Union's communications both internally and externally and facilitating student civic engagement in social, local, national and international issues by organising demonstrations, events and information campaigns in coordination with any relevant parties within the Union/University and, where permissible, with third party groups.

19.3 The Communications & Engagement Officer, shall be a primary spokesperson for the Union, always working in close collaboration with the Chief Spokesperson.

19.4 As a primary spokesperson of the Union, the Communications & Engagement Officer shall:

19.4.1° Write, edit, produce and/or manage the distribution of content, including any Union publications, press releases, website content, short/long form video content, speeches, and other marketing material that communicates the Union's activities, events, products and/or services.

19.4.2° Establish and maintain effective relationships with journalists, and maintain a media database, with particular care to maintain a positive working relationship with UCC Student Media producers.

19.4.3° Seek opportunities to enhance the reputation of the brand, and coordinate publicity events as required.

19.4.4° Respond to inquiries from the students, the public and the media.

19.4.5° Manage the Union's branding and representations of the Union's identity by producing posters and other printed/digital paraphernalia used to promote the Union's activity.

19.4.6° Ensure the maintenance and improvement of the quality of Union's communication and actively work to develop new internal and external communication strategies.

19.4.7° Archive relevant documentation of Union meetings, activities and campaigns as well as maintaining records of media coverage and collating useful analytics.

19.5 The Communications & Engagement Officer is responsible for the coordination and ongoing development of the Student Community Support Service and actively working to develop a close and positive relationship between the Union and the local community.

ARTICLE 20

20.1 The Union shall have a Vice-President for Education, hereby referred to as the Education Officer, elected in accordance with the terms of this Constitution.

20.2 The Education Officer is the primary representative for the academic interests and concerns of the UCC Student Body, is responsible for developing the academic related policies/stances of the Union and lobbying to implement these policies/stances in the University.

20.3 The Education Officer, will run a listening, advice and referral service in relation to the academic concerns of the students and will work with the Communications & Engagement Officer to run campaigns and with the Entertainments Officer to run events relevant to providing academic support/information to students.

20.4 The Education Officer will be responsible for mobilizing and coordinating with the College Representatives to ensure the election of Class Representatives to the Student Representative Council and will act as the Union's Chief Liaison with the Council Chair.

20.5 In coordination with the Communications & Engagement Officer, the Education Officer is responsible for updating students on changes in the education system or changes within the educational structure of the

University, which are relevant to students and ensuring that adequate information is available to students regarding the academic support structures in place for them to make avail of.

20.6 The Education Officer shall sit on all relevant University committees and bodies in the pursuit of implementing Union education policy.

ARTICLE 21

21.1 The Union shall have a Vice-President for Welfare, hereby referred to as the Welfare Officer, elected in accordance with the terms of this Constitution

21.2 The Welfare Officer is the primary representative for the welfare needs of the UCC Student Body, is responsible for developing the welfare related policies/stances of the Union and lobbying to implement these policies/stances within the University.

21.3 The Welfare Officer, will run a listening, advice and referral service in relation to the welfare concerns of the students and will work with the Communications & Engagement Officer to run campaigns and with the Entertainments Officer to run events relevant to providing welfare support/information to students.

21.4 The Welfare Officer represents the interests of students in relation to accommodation by sitting on all accommodation related committees in the University and working with the Communications & Engagement Officer to provide information to students on housing/tenants rights and working to help students, as far as practicable, access accommodation.

21.5 In coordination with the Communications & Engagement Officer, the Welfare Officer is responsible for updating students on changes in the welfare system or changes within the welfare structure of the University, which are relevant to students and ensuring that adequate information is available to students regarding the student wellbeing support structure in place for their use.

21.6 The Welfare Officer shall sit on all relevant University committees and bodies in the pursuit of implementing the Union welfare policies/stances.

ARTICLE 22

22.1 The Union shall have a Vice-President for Entertainments & Events, hereby referred to as the Entertainments Officer, elected in accordance with the terms of this Constitution.

22.2 The Entertainments Officer is the primary representative for the entertainment interests/needs of the UCC Student Body and is responsible for enhancing the student experience through the organisation of high-quality events that cater for the wide and varied spectrum of interests and cultures of UCC students.

22.3 The Entertainments Officer will run an advice and referral service for any University Club, Society and/or student group interested in holding an event on/off campus and will lend their expertise to help other Officers and/or Representatives in the organisation and coordination of their events.

22.4 The Entertainments Officer will be the primary organiser, coordinator and liaison for all the main student event weeks including, but not limited to, Raise & Give Week and Freshers Week.

22.5 In respect of the valuable contribution to the student experience offered by the University's Clubs and Societies, the Entertainments Officer will actively work to build a positive relationship with these groups and seek to maximise their involvement and participation in all main student event weeks.

ARTICLE 23

23.1 The Union shall have a Vice-President for Commercial Activity & Fundraising, hereby referred to as the Commercial & Fundraising Officer, elected in accordance with the terms of this Constitution.

23.2 The Commercial & Fundraising Officer is responsible for developing, managing and promoting a diverse range of commercial and fundraising activities/projects to support the Union's income generation and maximise the Union's annual charitable contributions.

23.3 The Commercial & Fundraising Officer is expected to;

23.3.1° Identify and develop new potential sponsorship agreements with external businesses, and service/retain these sponsorship contracts in order to secure long term and increased funding for the Union and offset any cost of Union events, activities and services.

23.3.2° Develop the Union's Commercial strategies, services and policies.

23.3.3° Maintain and consistently update a database of local, national and international commercial contacts.

23.3.4° Provide regular updates to the Chief Executive Officer regarding the Commercial Activity of the Union.

23.3.5° Work in partnership with the Entertainments Officer to develop and promote a diverse range of fundraising activities and projects to support the Union's charitable contributions.

23.3.6° Facilitate on-campus promotions for external business looking to promote on the University campus.

23.3.7° Utilise the Union social media, with oversight from the Communications & Engagement Officer, for paid advertisement.

ARTICLE 24

24.1 All Students' Union Officers are required to work full-time (37.5 hours per week) for a period of 12 months (June 1st-May 31st) and receive a salary agreed upon by the University. Information around the salary of the Students' Union Officers should be made readily available to students.

24.2 A maximum two-week paid crossover period between the outgoing and incoming Officers shall occur prior to June 1st. In consideration of the release dates for Exam Results and to ensure the Union's Education advisory service quality is maintained, the outgoing Education Officer may be required to stay on in an advisory capacity and provide a supplementary crossover during this period to the newly appointed Education Officer.

24.3 Students' Union Officers are not permitted to be enrolled in any third level education course, fulltime or part-time, while working in the Students' Union and are obligated to take a sabbatical year of leave from their degree.

EXECUTIVE REPRESENTATIVES

ARTICLE 25

25.1 There shall be four College Representatives elected to represent the College of Science Engineering & Food Science, the College of Medicine & Health, the College of Business & Law and the College of Arts, Celtic Studies & Social Sciences.

25.2 The four College Representatives will be elected by students of their respective colleges in the Union's General Election and shall represent the views, opinions and interests of their constituents at the Executive Meetings and assemblies of the Council.

25.3 Each of the College Representatives are required to:

25.3.1° Work with the Education Officer facilitating the election of Class Representatives.

25.3.2° Proactively endeavouring to establish a productive working relationship with the staff employed within their specific college.

25.3.3° Ensure that, as far as practicable, an open line of communication is established between themselves and the Class Representatives in their College.

ARTICLE 26

26.1 There shall be an Equality & Diversity Representative, elected in accordance with this Constitution, and hereby referred to as the Equality Representative.

26.2 The Equality Representative's primary role is to establish, develop and chair an Equality Working Group, which shall act as a forum for the discussion of issues faced by any student minority group. This may include, but is not limited to, students with a disability, LGBTQ+ students, students of Faith Groups, Student Carers, Student Parents, racial and ethnic minority students and HEAR Scheme recipients.

26.3 The Equality Representative shall represent the opinions and stances of members of the Equality Working Group at Executive Meetings and shall work with the Executive to campaign to secure equal treatment for all students within the University.

ARTICLE 27

27.1 There shall be an Environmental & Sustainability Representative, elected in accordance with this Constitution, and hereby referred to as the Environmental Representative.

27.2 The Environmental Representative shall:

27.2.1° Work closely with the Executive to ensure that the Union and the University meets it's joint vision for creating a more sustainable campus.

27.2.2° Encourage the environmentally friendly purchasing activities of the Union, the University and the UCC Student Body.

27.2.3° Work closely with the Executive on all campaigns related to environmental and sustainability issues.

27.3.4° Make contribution to the overall strategic direction of the Union in relation to sustainability.

ARTICLE 28

28.1 There shall be an Irish Language & Culture Representative, elected in accordance with this Constitution, hereby referred to as the Irish Representative.

28.2 The Irish Representative shall be responsible for the Union's promotion of Irish culture and developing the use of the Irish language amongst the UCC Student Body.

ARTICLE 29

29.1 There shall be six Special Representatives elected to represent International students, Mature students, Postgraduate students, the Council, the Clubs Executive and the Societies Executive, all elected in accordance with the terms of this Constitution.

29.2 All Special Representatives, except the Council Chair, Clubs Executive Representative and the Societies Executive Representative, will be elected in the Union’s Special Elections and shall represent the views, opinions and interests of their specific student groups at the Executive Meetings and assemblies of the Council.

29.3 The Council Chair, shall be elected in accordance with the standing orders of the Council and will represent the interests of the Council and advise the Executive on all matters related to the Council’s Standing Orders.

29.4 The Clubs Executive and Societies Executive may elect a member of their respective Executives to represent the interests of the Clubs & Societies of the University at meetings of the Executive.

ARTICLE 30

30.1 All Executive Representatives are unpaid representatives volunteering their time while also having to maintain their status as enrolled students for the entirety of their elected term.

30.1.1° The exception to this rule, is if the Clubs President and/or Societies President are elected by their respective Executives to the position of the Union’s Clubs and Societies Executive Representatives.

30.2 Any elected Executive Representative who ceases to be an enrolled student during their term shall be considered resigned.

30.3 All Executive Representatives are elected to serve for a period 12-months.

CLASS REPRESENTATIVES

ARTICLE 31

31.1 Any class in the University may elect a Class Representative to represent their interests collectively, however, this Representative must be a member of a class they represent.

31.2 A Class Representative must:

31.2.1° Endeavour to undergo training when organised by the Union

31.2.2° Strive to represent the interests of all members of the class they represent.

31.2.3° Serve as a liaison between the Student Representative Council and their class.

31.2.4° Serve as a liaison between Administrators of their course and their class.

31.2.5° Endeavour to have open communication with their class and wherein possible convene a class meeting at least once per semester during term time.

31.2.6° Present to the Student Representative Council any issues that have been brought to their attention by their class as soon as possible.

31.2.7° Keeping their class informed, insofar as may be practicable, about all their activities as a Class Representative and of any development that may affect their classmates.

ARTICLE 32

32.1 Class Representatives are obligated to attend meeting of the Student Representative Council.

32.2 If unable to attend a Council meeting, a Class Representative must inform their College Representative prior to the commencement of the meeting and provide their name and course code. Failure to attend two consecutive assemblies of the Council, without informing their College Representative, shall result in the automatic resignation of the Representative

ELECTIONS

ARTICLE 33

33.1 The Students' Union Officer, College Representatives and Campaign Representatives shall be elected in the Students' Union General Election.

33.2 General Election Standing Orders and procedure should ordinarily be prepared and approved by the Executive at their first meeting. Amendment may be made later by the Executive if deemed necessary by the President.

ARTICLE 34

34.1 The Special Representatives shall be elected in the Students' Union Special Elections.

34.2 Special Election Standing Orders and procedures should be prepared and approved by the President, the Education Officer and the Special Representatives a minimum of two weeks prior to the running of a special election.

ARTICLE 35

35.1 All Class Representatives must be elected by their class in elections coordinated by the Education Officer and/or the College Representatives.

35.2 Class Election Standing Orders and procedures should be prepared and approved by the President, the Education Officer, the College Representatives, with consultation from the Council Chair, a minimum of two weeks prior to the running of any Class Election.

ARTICLE 36

36.1 Standing Orders and procedures for the Union elections must not contradict the fundamental concepts of fairness, openness and democracy.

36.2 The Students' Union Administrator shall be the Chief Returning Officer of the Union and shall oversee all the Union elections, in accordance with the Standing Orders and procedures enacted.

RESIGNATIONS & REMOVALS

ARTICLE 37

37.1 A Students' Union Officer or Executive Representative may resign by giving two weeks' written notice to the SU Administrative Officer.

37.2 A Class Representative may resign from their position by giving written notice to their College Representative.

ARTICLE 38

38.1 Subject to Article 40, if a Students' Union Officer resigns in the first term, nominations shall be opened no later than 5 days thereafter for a minimum period of one week.

38.1.1° If at least one student is nominated to fill the position, a by-election of the UCC Student Body for the position shall be held within 15 days after the close of nominations.

38.1.2° If no student is nominated to fill the position, then a two-thirds majority of Council is empowered and required to elect someone to fill the role.

38.2 If a Students' Union Officer resigns in the second term, the Executive may seek to fill the position with a by-election of the UCC Student Body or empower a two-third majority of Council to elect someone to fill the role.

38.3 If a Students' Union Officer resigns prior to taking up the position during an academic term a by-election shall be held to fill the role.

38.4 If a Students' Union Officer resigns outside of term, the Vice-Presidents shall divide up the work between them until the beginning of the next term when a by-election shall be held.

ARTICLE 39

39.1 If nominations are opened to fill an empty position after the resignation of a member of the Executive, members of the Executive are eligible to be nominated; however, such a member shall take a leave of absence during campaigning.

39.1.1° The Clubs and Societies Executive Representatives shall not be eligible to be nominated if the positions are being filled by Presidents of their respective Executives.

39.2 If the position is filled by a sitting member of the Executive, they shall be considered to have resigned their first position and the procedure in either Article 38 or Article 40 (as appropriate) shall be followed.

ARTICLE 40

If a College Representative, Campaign Representative or Special Representative resigns from their position, the Executive is empowered to directly appoint an individual to the empty position, except in the case of the Council Chair who shall be elected by Council, and the Clubs and Societies Executive Representatives who shall be elected by their respective Executives.

ARTICLE 41

41.1 The Council may, with three quarters majority of a quorate Council, trigger a vote of no confidence in a member of the Executive.

41.2 If a vote of no confidence is triggered by the Council against a specific member of the Executive, the Executive shall convene within 3 working days and may, with a two thirds majority of the Executive, remove the particular member from their position.

41.3 If the Executive determines not to remove the member of the Executive, a motion shall be put to the body responsible for electing that individual to the Executive on whether or not to remove said member from their position.

41.4 In the case where a member of the Executive is removed from office, they will be deemed to have resigned and the procedures outlined under Article 38-40 shall be followed.

ARTICLE 42

42.1 In the case of an infringement of their individual responsibilities, a Students' Union Officer and Executive Representatives may receive a verbal warning from the President, a written warning from the President or, in serious breaches of the fundamental principles of this Constitution, the President may unilaterally trigger a vote of no confidence against the individual and a two thirds majority of the Executive may remove the individual from their position.

42.1.1° Should the Executive decide against removing the individual in these circumstances, the matter shall not progress further, save if under the procedures outlined under Article 38.

MISCELLANEOUS

ARTICLE 43

43.1 The Executive may bestow three honorary life memberships to the Union in any academic year to those it deems to have meaningfully contribute to the student experience or those individuals who have exemplified the core principles of the Union.

43.2 A simple majority vote of the Executive can result in the removal of an individual's honorary life membership.

43.3 An honorary life member is a ceremonial title carrying with it no voting or speaking rights on the Executive or the Council.

ARTICLE 44

44.1 The first interpretation of the Constitution shall be by the President; however, the President's interpretation may be overturned by a majority of the Executive or a majority of the Council.

44.2 The President is responsible for developing a schedule of definitions in collaboration with the Union's legal advisors, the Executive and the Council, in relation to the terms and phrases referred to in this Constitution.

ARTICLE 45

The President shall be responsible for ensuring an adequate complaints procedure is in place, whereby a member of the UCC Student Body may issue a formal complaint against any member of the Executive or Class Representative.

ARTICLE 46

An Irish version of this Constitution shall be produced and available to students. In the case of conflicting interpretations, the English version shall take precedence.

ARTICLE 47

44.1 The Union shall have a policy book, outlining all the Union's stances and policies, and the President shall be responsible for maintaining and updating the book.

44.2 The Executive and/or the Council may remove or amend any Union policy with a simple majority vote.

ARTICLE 48

The President shall nominate one of the five Vice-Presidents as a Deputy Chair of the Executive; this nominee will then be appointed to this position by the Executive and may be delegated Presidential task by the President.