

UNIVERSITY OF ESSEX

STUDENTS\*  
UNION



UNIVERSITY OF ESSEX STUDENTS\* UNION  
**CONSTITUTION OF BAME  
STUDENTS' NETWORK**



**POLICY NAME**  
**CONSTITUTION OF BAME STUDENTS' NETWORK**  
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**Article 1      Name**

The name of the organisation referred to in this Constitution shall be the University of Essex BAME Network, which is a Recognised Liberation of the University of Essex Students' Union Communities.

**Article 2      Aims and Objectives**

The Aims and Objectives of the Network shall not be contrary to the Aims and Objectives of the University of Essex Students' Union; and shall be as stated below:

**2.1      Aim:**

- a) To provide support, campaigns, social events and representation to students that identify as belonging to BAME.
- b) To celebrate, value and promote diversity
- c) To provide a safe-space environment
- d) To be inclusive, pro-active and dynamic
- e) To create a sense of community, responsibility and achievement

## 2.2 Objectives:

- a) To ensure sufficient support is available when needed, to ensure social events are diverse and accommodating to all students and to ensure that representation is equal and fair for all students.
- b) To represent and promote the best interests of BAME Students within the University of Essex and the wider community through effective advocacy.
- c) To provide an effective channel of communication between BAME Students and relevant bodies within the University and community.
- d) To promote & encourage BAME Students' participation in activities and events whilst at the University.
- e) To facilitate BAME Students' involvement and participation by sourcing and publicising the necessary support and resources.

## Article 3 The Network

3.1 The student Network works by bringing together members of the BAME Community at the University of Essex. The Network has a number of functions that are fundamental to providing the resources to self-identifying students. These functions include but are not limited to;

- a) Being student led

- b) Giving the community a voice
- c) Democratically deciding the leaders and direction of the Network
- d) Organising events
- e) Campaigning on issues relevant to the community

#### **Article 4      Membership**

- 4.1 Full Membership of the Network shall be open to all members of the University of Essex Students' Union that self-identify as BAME.
- 4.2 Membership permits the opportunity to vote on topics in the Network meetings and for students to stand for committee positions.
- 4.3 Members and non-members will be able to attend other Network events and receive representation from the network.

#### **Article 5      Executive Committee**

- 5.1 The BAME Committee, led by the BAME Officer, shall be responsible for the day to day running of the Network and shall have a responsibility to act in the best interests of the BAME Community

5.2 The BAME Committee will be held accountable by those who hold full membership to the BAME Network and by the Exec Committee.

5.3 The Network Committee shall comprise of members of the BAME Community and full Members of the University of Essex Students' Union, and being elected to the following named positions or their equivalent:

a) The Officer who is elected shall

(i) Primary spokesperson and representative of the BAME Network

(ii) Responsible to uphold and implement the aims and objectives of the BAME Network

(iii) Primary liaison with the Students' Union, the Exec and other relevant parties.

(iv) Organise meetings and chair with the BAME Committee and execute BAME work and events.

(v) Represent and serve as a voice to students who self-identify as being BAME; and

(vi) Give feedback from BAME students to the Exec and to the Student Communities Coordinator

and

- b) The Deputy Chair shall be responsible for;
- (i) Assisting and supporting the BAME officer in building a strong and effective working relationship with other networks and societies.
  - (ii) To act on behalf of the BAME Officer to manage and assess the actions and conducts of the committee members.
  - (iii) To deputise the coordination of all planned activities on behalf of the BAME Officer.

and

- c) The Events and Marketing officer shall
- (i) To promote the BAME Network and its events through all official BAME Network social media accounts (Facebook, Twitter, Instagram).
  - (ii) Primary liason with the Students' Union media platform (Rebel) to highlight students who define as BAME in the University.
  - (iii) Organising all events with the BAME Officer, Deputy Chair and Student Communities Coordinator.
  - (iv) To be in charge of running and coordinating planned events or activities

and,

- d) The Secretary shall be responsible for:

- (i) Keeping track of the BAME Network budget with the Student Communities Coordinator
- (ii) Ensuring regular committee meetings are held
- (iii) Bringing an agenda and note taking all committee meetings
- (iv) Note taking for all Network meetings.

5.4 A vacancy in any of the positions listed in 5.3 shall not affect the validity of the Committee.

a) The Network Committee will meet a minimum of 3 times per academic term.

b) The meetings will be called by the Chair and at least 3 working days' notice shall be given to members.

c) The minutes will be sent to the Student Communities Coordinator.

5.5 A Member of the Network Committee may resign at any time by

a) Writing to the Officer of the Liberation Community

b) Writing the Student Communities Coordinator

after which such resignation shall take immediate effect.



- 5.6 Any member of the Network Committee may be removed from office with immediate effect following a vote of no confidence, provided that
- (a) Previous attempts to resolve the issue, including discussions and/or mediation involving promise 3 and in particular the student communities coordinator, have been attempted and proved unsuccessful; and
  - (b) A motion calling for a vote of no confidence is brought by a full member of the BAME Network to a general meeting.
  - (c) the vote of no confidence takes place at a General Meeting of the Network or Parliament.
  - (d) The motion will require a two-thirds majority of a quorate executive meeting of the association. The quorum for the BAME Network shall be twenty-five percent of the membership, or 30 members, whichever number is smaller.

## **Article 6      Executive Committee Elections**

- 6.1 Promise 4 shall be responsible for the fair conduct of all elections to the Committee of the BAME Network, hereafter called the Network Elections.

- 6.2 Elections for the Committee of the association shall take place online during the third term of each academic year using the means and procedures established by Promise 4.
- 6.3 In addition to the annual election, an Executive Committee election shall take place online within reasonable time following the resignation of the officer, in order to fill any vacancy not filled.
- 6.4 In respect of any Executive Committee election:
- a) notice of a first round of elections shall be given to Members of the BAME Network least one week prior to the election taking place; and
  - b) Members of the BAME Network wishing to stand for election must submit their nominations online within the period specified and nominations received outside of this period shall be invalid; and
  - c) Voting must take place online within the period specified and votes cast outside this period shall be invalid.
- 6.5 Any self-identified BAME member who is a full member of the University of Essex Students' Union may stand for election to the Committee of the Network.
- 6.6 Only self-identified BAME members who are full members of the University of Essex Students' Union may vote in the elections for the Committee Network, and there shall be no proxy voting.

- 6.7 Members elected to the Committee of the Network shall take office from 1st July in the year of their election until
- a) 30th June of the following year, or
  - b) such time as they are removed from office, or
  - c) such time as they are no longer registered students at the University of Essex, whichever shall be earliest.
- 6.8 The quorum for any election for the Committee of the Network shall be twenty-five percent of that Network's voting membership, or 30 voting members, whichever number is smaller.
- 6.9 In all elections there shall be the option to vote for 'RON' or Re-Open Nominations which shall serve as a 'none-of-the-above' option, and if the candidate for a given position with the highest number of votes receives less votes than RON, than that candidate shall not take up office and another election will be called at the earliest available opportunity.
- 6.10 Any complaint regarding the conduct of elections or the actions of candidates or others which might be considered to be detrimental to the fair conduct of the election may be made by within 7 days of the election, in writing, by any Member of the Network who is a full Member of the University of Essex Students' Union to the Officer or to the elections manager, who may order a re-election if they are satisfied that the conduct of the election or of any person was such that the result of the election may have been affected.

## **Article 7 NETWORK FINANCES**

7.1 The financial year of the Network shall start on 1st August each year and end on 31st July the following year.

7.2 The finances can be accessed through Promise 4.

## **Article 8 MEETINGS**

8.1 At least one Forum, accessible to all Members of the Network shall be held in each term.

8.2 The meetings shall be called by the BAME Officer or in the absence of the BAME Officer, the Deputy Chair in writing. No less than 3 working days' notice must be given to members.

8.3 Meetings should either invite a staff member of Promise 4, or include them in email correspondence regarding the meeting minutes.

8.4 Self-identifying non-members will be able to take part in meetings but will not have voting rights.

## **Article 9 COMPLAINTS PROCEDURE**

- 9.1 Any Member of the BAME Network shall have the right to question any processes or practises of the BAME Network and ask for necessary investigation. This can be brought to the attention of Promise 4 of the University of Essex Students' Union and ask them to investigate the matter, and the decision of Promise 4 shall be binding.

## **Article 10 AMENDMENTS TO THIS CONSTITUTION**

- 10.1 Amendments to the BAME Network Constitution may only be made by a two-thirds majority of a quorate BAME Network General Meeting.
- a) such amendments to this are proposed by a Full Member of the Network who is a full Member of the University of Essex Students' Union; and
  - b) such amendments are received by the deputy chair of the network at least 5 working days before the General Meeting at which they will be discussed
  - c) no amendment to this Constitution shall be valid until it is approved by Promise 4, which must receive written notification of such amendment within 7 days of the amendment being made.
- 10.2 This Constitution, however it may be amended, shall at all times comply with the Constitution and Code of Conduct of the Executive Committee and with the University of Essex Students' Union's Articles of



Governance, together with its Byelaws and Policies, and any section of this Constitution which does not so comply shall be invalid.

- 10.3 A copy of this Constitution, however it may be amended, shall be uploaded to the BAME Network page at [essex.su/bamenetwork](http://essex.su/bamenetwork) and shall be available for viewing by all Members of the Network at all times.
- 10.4 A copy of this Constitution, together with any and all approved amendments, submitted via electronic media but not scanned, shall be retained by Promise 3 and 4 of the University of Essex Students' Union, and in the event of any dispute the copy of the Constitution so retained shall be deemed to be the approved version.

**Signed for and on behalf of the community**

*BAME Officer Name:*

*BAME Officer Signature:*

*Date:*



*VP Welfare Name:*

*VP Welfare Signature:*

*Date:*

*Promise 4 representative Name:*

*Promise 3 or 4 representative Signature:*

*Date:*