1. Committees
	1. Parliament
		1. The Student Executive Committee will be known as ‘Parliament’.
		There shall be 22 Members of Parliament (MPs) made up of the following persons:
			1. The four Full-Time Officers of the Union;
			2. One Galashiels Group Member of Parliament, nominated by the Galashiels Student Group;
			3. One Societies Member of Parliament, nominated by Societies Council;
			4. One Student Life Member of Parliament, nominated by Student Life & Wellbeing Group;
			5. Five School Members of Parliament, one per School elected from and by the Student Members in each School;
			6. One Wellbeing Member of Parliament, nominated by the Student Life & Wellbeing Group;
			7. One Equality, Diversity & Inclusion Member of Parliament, nominated by the Equality, Diversity & Inclusion Group;
			8. One Postgraduate Research Student elected from and by Student Members who are undertaking a postgraduate course of study;
			9. One Postgraduate Taught Student elected from and by Student Members who are undertaking a postgraduate course of study;
			10. One Sports Union Member of Parliament, usually the Sports Union President, or a nominee from the Sports Union; and
			11. Five Open Members of Parliament, elected from and by Student Members.
		2. There shall be an independent Student Parliament facilitator. They will be appointed to their position and will not have any voting rights.
		3. Parliament shall meet a minimum of three times per year. The President, the Facilitator, or their nominees, shall be responsible for calling Parliament to a meeting. Any Member of Parliament (MP) shall have the right to request a meeting of the Parliament provided they are supported by 5 other MPs. The quorum for Parliament shall be 50% of MPs and must include at least one Full-Time Officer.
		4. MPs must give apologies in writing if they are not able to attend a Parliament meeting.
		5. If an MP does not attend two consecutive meetings of Parliament, without an apology, the MP will automatically resign their post.
		6. A Member of Parliament who is deemed to have resigned may appeal in writing to Parliament who will make a final decision by a simple majority vote.
	2. Academic Congress
		1. Academic Congress exists to discuss, support, and promote the academic representation activity of the Union. Academic Congress consists of the following membership:
			1. Vice President Education who shall act as Chair
			2. School Members of Parliament
			3. UK School Officers
			4. UK Class Representatives
		2. Academic Congress shall meet a minimum of three times per year to discuss academic matters within UK campuses. The Vice President Education and School Members of Parliament are responsible for recording and actioning issues raised, and for bringing ideas to Parliament as appropriate.
	3. Societies Council

		1. 2.3.1 The Societies Council shall meet to discuss, support, develop, and affiliate student societies. Societies Council consists of the following membership:
			1. Vice President Community (Chair)
			2. Societies MP
			3. Presidents or their nominee of all affiliated societies including the Society Group Member of Parliament
		2. The Societies Council shall meet monthly during the academic semester to discuss matters relating to societies. Quorum for Societies Council shall be representatives from 10 Societies plus the Vice President Community.
		3. The Vice President Community and Societies MP are responsible for recording issues raised at the Societies Council and bringing the issues to Parliament as appropriate.
	4. Student Life & WEllbeing Group

		1. 2.4.1 The Student Life & Wellbeing Group exists to discuss, plan, and promote student community and wellbeing activities. This should encompass running events, activities and campaigns to improve student life, on issues such as housing, student finance and physical and mental health.
		2. The Student Life & Wellbeing Group consists of the following membership:
2. Vice President Community (Co-chair)
3. Vice President Wellbeing (Co-chair)
4. Any students with an interest in community or wellbeing activities including the Student Life MP & Wellbeing MP.
	* 1. The Student Life & Wellbeing Group shall meet monthly during semester.
		2. The Vice President Community, Vice President Wellbeing, Student Life Group MP and Wellbeing MP will be responsible for recording issues raised at the Student Life & Wellbeing Group and bringing the issues to Parliament as appropriate. They are also responsible for feeding back actions taken to the Student Life & Wellbeing Group.
	1. Equality, Diversity & Inclusion (EDI) Group
		1. The EDI Group exists to improve university life for underrepresented students and minority groups by working with the VP Wellbeing to highlight current issues including identifying and improving policy and processes, and plan events and activities that celebrate diversity. The EDI Group consists of the following membership:
			1. Vice President Wellbeing (Chair)
			2. One Member of Parliament nominated from and by EDI Group
			3. Presidents from all liberation societies or their nominee
			4. Any students with an interest in EDI activities
		2. The EDI Group shall meet monthly during semester to discuss matters relating to community building activities.
		3. The Vice President Wellbeing and EDI MP are responsible for recording issues raised at the EDI Group and bringing the issues to Parliament as appropriate. They are also responsible for feeding back actions taken to the EDI Group.
	2. Galashiels Group
		1. The Galashiels Group exists to discuss, plan and promote activity relating to the Scottish Borders Campus such as day and evening events, halls activities and wellbeing matters. The Galashiels Group consists of the following membership:
			1. President (Chair)
			2. Any other Full-time Officer or Member of Parliament as required
			3. Any students with an interest in student activities at the School of Textiles and Design, including the Galashiels Group Member of Parliament.
		2. The Galashiels Group shall meet monthly during semester to discuss matters relating to community building activities.
		3. The President and Galashiels Group Member of Parliament responsible for recording issues raised at the Galashiels Group and bringing the issues to Parliament as appropriate. The President and Galashiels Group Member of Parliament are also responsible for feeding back actions taken from the Galashiels Group input.
	3. Global Student representative Bodies (GSRB) Group
		1. The GSRB Group exists to share knowledge and good practice and facilitate joint working on university issues. The GSRB Group shall provide direct input to University Committee’s as appropriate.
		2. The GSRB Group shall consist of the elected officers from the UK, Dubai, and Malaysia campuses.
		3. The GSRB Group shall meet a minimum of once per month.
		4. Supporting staff from Student Representative Bodies may attend meetings of the GSRB Group and offer administrative support to the group.
		5. The GSRB Group may invite any other Staff where appropriate.
	4. Board of Trustees
		1. A separate Bye-Law relates to the Board of Trustees. In accordance with the Articles of Association, the Board manages the strategic direction of the Union in consultation with Parliament and has responsibility for monitoring the financial position of the Union. The elected President and Vice-Presidents of the Union are Officer Trustees on the Board.
	5. UNIVERSITY COURT
		1. The following elected officers shall become appointed Members of the University Court (governing body) upon their taking Office:
			1. President
			2. One other Full-Time Officer
		2. Upon election and prior to taking Office, the Full-Time Officers (elect) shall determine allocation of Court membership by a majority vote. Should the Full-Time Officers (elect) not reach an agreement, the Student Parliament (elect) shall decide the nominee by a two thirds majority vote. If the Student Parliament is unable to agree a nominee, then the Vice President (elect) who received the most first preference votes in the election shall have first choice, then the Vice President (elect) who received the second highest first preferences votes shall have second choice.
	6. UNIVERSITY SENATE
		1. The following elected officers shall become elected Members of the University Senate upon taking Office:
			1. President
			2. Vice President Education
			3. Postgraduate Taught Member of Parliament
			4. One open place to be occupied by a Full-Time Officer of the Union
		2. The Full-Time Officers shall determine by a majority vote allocation of the final Senate place at the same time as agreeing membership of Court. Should the Full-Time Officers (elect) not reach an agreement, the Student Parliament (elect) shall decide the nominee by a two thirds majority vote. If the Student Parliament is unable to agree a nominee then the Vice President (elect) who received the most first preference votes in the election shall have first choice, then the Vice President (elect) who received the second highest first preferences votes shall have second choice.
	7. procedural rules for committees
		1. The following rules shall apply as far as possible to all Union Committees:
5. The quorum for Union Committees shall be 50% of the membership plus one unless otherwise stated in the Committee’s Membership;
6. The Chair shall have a deliberative vote and a casting vote in the case of a tie;
7. All Meetings shall be open to any member of the Union unlessdiscussing issues of a confidential nature, which may only be appropriate for Parliament members;
8. Minutes shall be kept of all formal meetings. Copies of minutes shall be available for inspection by any member of the Union except for confidentialdiscussions which shall be minuted separately with restricted access*.*