Student Scrutineers Guidance Document

Reports

1) Reports shall be submitted to the Campaigns & Democracy Office two weeks before each meeting.

2) Reports shall be no longer than 1000 words.

Agenda for a Scrutiny Panel Meeting

3) Scrutiny Panels shall consist of the following:
   a. Pre-prepared Questions from the Student Scrutineers
   b. Questions from the non-student members of the Officer Scrutiny Panel regarding the Report submitted by the Officer and the Officers remit
   c. Open Questions from the Floor and Student Scrutineers

Performance Rating

4) Student Scrutineers shall rate an Officer’s Performance according to a system agreed at the start of each year.

5) Student Scrutineers shall provide a written statement justifying the rating given.

6) The Performance score for an Officer for each Scrutiny Panel shall be the aggregate measure of the scores given by the Student Scrutineers.

Challenges

7) Officers may challenge a score given by the Student Scrutineers, either as individuals or collectively as a group.

8) Challenges shall be heard by a Committee consisting of the following:
   a. The Chair
   b. Staff Member from NUS
   c. Officer from another Students’ Union

9) The Committee may decide to either uphold or reject this complaint.