I. Name

i. This Constitution formally codifies the Equality and Diversity Liberation Network for University of Nottingham Student’s Union LGBT+ Students. The name of the Network shall be the ‘University of Nottingham Students’ Union LGBT+ Network’ or ‘UoNSU LGBT+ Network’.

II. Definitions

i. **Network** – Hereafter all mentions of ‘the Network’ refer to the UoNSU LGBT+ Network.

ii. **LGBT+** - those who self-define as being lesbian, gay, bisexual, trans, and any, and all, individuals who identify anywhere relative to the spectra of biological sex, sexuality, and gender who do not self-identify as all of the following: non-intersex, heteroromantic, heterosexual, non-asexual, cisgender, and not questioning their sexual orientation, romantic orientation, or gender identity.

iii. **Trans** – those whose sense of personal identity and/or gender does not correspond with their assigned birth sex. Henceforth, the term ‘trans’ will be used as an inclusive and broad form of this term including anyone who may self-identify as ‘transgender’, ‘transsexual’ or ‘trans-non-binary’, or any other gender-variant individual.

iv. **Constituent** - A constituent of the Network is defined as a full member of the Student Union who self-identifies as LGBT+.

v. **Member** – A member of the Network is a constituent who has ‘purchased’ the free membership of the Network through the Student’s Union website.

vi. **Membership** – The collective term for all members of the Network.

vii. **Discrimination** - treating an individual differently to how other individuals are treated, specifically based upon the individual being LGBT+ or being perceived as LGBT+ (this can include discrimination against non-LGBT+ individuals). For the purposes of this constitution, unless indicated otherwise, discrimination will be referring only to negative discrimination.

viii. **Ally (pl. Allies)** - Allies are individuals who outwardly support the LGBT+ community but do not self-define as within that denomination.

ix. **University** – Hereafter all mentions of ‘the University’ refer to the University of Nottingham (UoN), unless specified otherwise.

x. **Union/SU** – Hereafter all mentions of ‘the Union’ or ‘the SU’ refer to the University of Nottingham’ Students’ Union (UoNSU), unless specified otherwise.
III. Aims and Objectives

i. The aims of the Network shall be to create a safe and engaging space for its constituents through:

   i. Supporting the Network’s constituents through our welfare team through signposting the various welfare and outreach programs available in the Union, at the University and in the wider Nottingham area.

   ii. Organising campaigns on issues affecting our constituents in order to defend and extend their rights in the Union, at the University and in the wider Nottingham area.

   iii. Organising various social events through which our constituents can meet each other in a safe, welcoming environment.

   iv. Providing all services in a way that is fair and accessible to everyone.

IV. Membership

i. All members must be a constituent of the Network. Allies are welcome at some events but cannot be considered members. This is to ensure that the Network remains a safe space.

ii. Membership may be granted to full members of the University of Nottingham Students’ Union.

iii. Membership is free of charge.

iv. All members registered to the Network are subject to the independent rules and regulations of the University’s Safe Space policy.

v. Only members are entitled to vote at Annual General Meetings (AGM) or Extraordinary General Meetings (EGM) on all questions of policy or election.

V. Committee

i. The Network committee shall be responsible for the effective running of the Network.

ii. The committee shall consist of twelve core committee-members, and any additional committee-members required. Committee members must be members of the Network.
iii. The core committee shall be chaired by the UoNSU LGBT+ Officer. In addition, the committee shall be comprised of the following roles: General Secretary, Treasurer and Fundraising Secretary, a team of Social Secretaries (x3), a team of Campaigns Managers (x3), a team of Welfare and Outreach Coordinators (x3), and Publicity Secretary. Their roles shall be as follows:

i. The Officer shall be appointed the Chair of the Network. They shall have overall responsibility for the Network.

ii. General Secretary (GST) (x1)

   i. Shall be responsible for general administration and running of the Network.

   ii. Shall be responsible for the organisation and execution of meetings, including minute taking and making minutes available to the Network membership.

   iii. Shall be responsible for purchasing committee apparel. This includes at least one top for each committee-member paid for by the Network.

   iv. The General Secretary will deputise in the event of absence or illness of the LGBT+ Officer.

iii. Treasurer and Fundraising Secretary (x1)

   i. Shall be responsible for the financial sustainability of the Network.

   ii. Shall attend SU finance training.

   iii. Shall aim to ensure that the Network is not running a deficit at any time during the year.

   iv. Shall organise fundraising events when necessary.

   v. Shall endeavour to organise deals and/or sponsorships for the Network.

iv. Social Secretary (x3)

   i. Shall organise and attend regular inclusive socials. At least one social secretary should be present at every social event.
ii. Shall consider event ideas suggested by the Network members, and seek and implement feedback from constituents regarding events where possible.

iii. Shall foster a welcoming and friendly environment at all events.

iv. Shall attend SU events training.

v. Welfare and Outreach Coordinator(x3)

i. Shall help promote the safety and wellbeing of constituents attending events run by the Network.

ii. Shall organise events specifically with Welfare or Outreach in mind.

iii. Shall work with the Disabled Students’ Network to ensure events are accessible.

iv. Shall liaise with other SU Welfare initiatives and encourage collaboration where appropriate.

v. Shall ensure that there is at least one Welfare and Outreach Coordinator at each event.

vi. SHALL ensure that there is an accessible designated area for an isolated quiet space at all events where possible.

vii. Shall ensure that there are an adequate number of sober reps at all events where alcohol is present in accordance with SU guidance.

viii. Shall answer welfare related emails, following the SU safeguarding processes where necessary and signposting students to university/external services.

vi. Campaigns Manager(x3)

i. Shall ensure that the Network is running campaigns to extend and defend the rights of constituents.

ii. Shall ensure that all campaigns reflect the voice of the membership.

iii. Shall attempt to run the campaigns pledged in their individual manifestos where possible.

iv. All campaigns must be run with the interest of constituents welfare in mind.

vii. Publicity Secretary

i. Shall manage the Network’s SU webpage, and any other webpages the Network holds.
ii. Shall manage the Network’s Social media accounts, including the Facebook page, Facebook groups, and Instagram.

iii. Shall liaise with each team to ensure that events are publicised efficiently.

iv. Shall ensure that any publicity issues regarding the Network are brought to the attention of the committee.

v. Shall attempt to engage non-member constituents where possible

iv. Each team (i.e. Social Secretaries, Campaigns Managers, Welfare and Outreach Coordinators) shall independently elect a ‘Lead’ committee-member in each role. The lead of each team shall have the responsibilities as follows:

i. To ensure that the team’s committee-members are meeting their responsibilities.

ii. To organise regular meeting of their team

iii. To liaise with the Officer (can be done in the regular meetings)

iv. To inform the officer if the team needs expanding beyond three, and organising elections for this if so.

v. A committee member may stand down by contacting the Officer. The Officer should then organise a by-election to fill the vacant role.

VI. Discipline Procedure

i. Any breaches of the Students’ Union Code of Conduct by a committee-member should be dealt with as such.

ii. If an elected committee-member is unable to fulfil the duties that their role mandates, or if they refuse to do so, a Vote of No Confidence (VoNC) in that individual can be triggered.

i. This may be triggered by one of the following procedures:

i. A committee-member proposes the VoNC to the rest of the committee. The committee must then vote anonymously. A two-thirds majority in favour of a Vote of No Confidence in the individual must pass for the VoNC to take place.

   a. The committee must discuss with Representation Development and attempt to find a solution to the issue before a valid VoNC proposal may take place.

ii. Upon petition by the Network Constituency. A petition must either be presented at a quorate General Meeting or the petition be presented to the Officer. The petition must be signed by either one quarter of all the full members or 20 full members, whichever is lesser.
ii. A VoNC operates under the same quoracy and election guidelines as a General Meeting.

iii. A VoNC needs a simple majority to pass.

iv. If a Vote of No Confidence passes, then the individual it pertains to is removed from the committee, and a by-election is called to fill their position.

v. If a committee member finds themselves unable to fulfil their duties due to health or other personal reasons, informal discussion with the Officer and their Representation Development Coordinator should take place.
   i. The member may want to step back from the role temporarily or other mediatory measures could be put in place to help the individual back into fulfilling their role.

VII. Elections

i. All elections will be administered by the Students’ Union, in accordance with the Students’ Union Bye-Laws.

ii. Elections for the incoming core committee (other than the Chair) positions should be organised through the SU elections system by the outgoing Chair, immediately following the Student Leader ‘Officer’ Elections.

iii. The elections for the LGBT+ Officer are organised and administered wholly by the Students’ Union along with the election of the other Officer of the Union.
   i. The LGBT+ Officer is appointed Chair of the Network in line with the Students’ Union Bye-Laws

VIII. Finance

i. All monies shall be held in accounts at the Students’ Union Finance Office with no accounts held externally.

ii. All monies shall be used to support the Network’s Aims and Objectives as outlined in Clause 3 of this constitution.

IX. General Meetings

i. The Annual General Meeting (AGM) shall be held annually in accordance with the UoN Bye-Laws.
ii. An Extraordinary General Meeting (EGM) may be called by the Network committee for attendance by the membership.

iii. Notice of the AGM or EGM must be communicated to the Network’s membership a minimum of 5 Union days in advance.

iv. The quorum for the AGM or EGM shall be either one third of all the full members or 40 full members, whichever is the lesser.

X. Constitution

i. Any amendments not relating to the Aims and Objectives of the Network Constitution may be changed by a two-thirds majority of all Full Members present at an AGM/EGM or by online voting.

ii. Any amendments relating to the Aims and Objectives of the Network Constitution will need to be ratified by a two-thirds majority of all Full Members present at an AGM or EGM and ratified by the Democratic Procedures Committee (DPC).

iii. This Network Constitution shall be subordinate to the Students’ Union Bye-Laws.
Ratified by a General Meeting of the Network: 14/11/2018

Ratified by Democratic Procedures Committee: 15/11/2018

Recommendations for next rewrite by DPC:

i) Specify how Resignation Process occurs.

ii) Add more points to ensure procedural fairness. Specifically, with respect to the rights of the individual to respond to any examined evidence being presented against them. Potentially write up guidance for this.