

Proposed Changes to the Standing Orders June 2018

This document aims to describe the changes proposed by Steering Committee to the Standing Orders. The changes were presented to the JCR meeting on the 14th June 2018 and will be put to a referendum for approval on 17th-19th June.

Steering Committee would like to thank everyone who helped us in our work to update the Standing Orders, including:

- Annabel Allen (Events Officer) (HLM)
- Tirian Bird (Treasurer-elect)
- Sophie Davies (Vice-President (Welfare))
- Molly Higginson (CRC Director)
- Andrew Howell (Communications Officer)
- James Howell (Treasurer) (HLM)
- Sophie Hurst (President) (HLM)
- Matthew Jones (Vice-President (Development))
- Anna Marsburg (Outreach Officer)
- Izzy Murray (MildARTs President)
- Ed O'Callaghan (Sports and Societies Officer)
- Lewis O'Shea (Services Manager)
- Sheehan Quirke (President-elect)

If you find any issues with the proposed drafts of the Standing Orders, please get in touch with Steering Committee through the JCR Chair.

It was decided that given the poor formatting of the current Standing Orders it was better to start a new document all together and re-arrange sections where necessary. This made a line by line comparison impractical. This document hopefully outlines all the changes we are proposing.

Overview

- The main aim of our update is to reword and reformat the Standing Orders to make them more straightforward and understandable.
- The Preface to the Standing Orders has been removed as it mostly stated information that was irrelevant or repeated information present elsewhere within the Standing Orders.
- The DSO Framework has been removed from the document: this is something we have no control over and the current copy in the document is out of date. The up to date DSO Framework can be found on the DSO website and is generally not of concern for ordinary JCR members.

- Orders of Precedence for chairing interviews/meetings/elections were created and updated to reflect the developed position of the Exec / Vice Chair within the JCR.
- The definition of “JCR Officer” was changed to any individual who is appointed to a position via a general JCR election; previously it was defined in several different contradictory ways.
- Promised election policies of the JCR Vice Chair were included: specifically, the introduction of inclusive, disability-friendly manifestos and the possibility of written applications being considered during interview deliberation.
- Overall our aim is not to bring about any policy changes but to update the Standing Orders to reflect the current workings of the JCR.

Permanent Standing Orders

- The ‘Aims of the JCR’ was updated to include transparency and accountability.
- Removed the exact levy amount as this is out of date and may be changed every year.
- Updated the method of announcement for JCR meetings and elections to recognise that the JCR Facebook group is now the primary method of contact.
- The list of JCR Executive Committee members was updated.
 - Removed Livers’ Out Officer
 - Welfare Officer was changed to Vice-President (Welfare)
 - Added Sports and Societies Officer and Outreach Officer
- To align with current policy, the referenda quorum was changed from 25% to 10%.
- The requirement to ratify election results in JCR meetings was removed.
- “Motion of Censure” was renamed to “Formal Warning” to be clearer in its purpose.
- Section 7.8.2 was introduced to formalise the existing informal suspension that occurs during Motions of No Confidence proceedings.
- Financial Auditing Committee was given the formal power to access all JCR financial documents.

Operational Standing Orders

- The order and structure of the first few sections were altered to make the document more logical and clear.

JCR Meetings and Hustings

- The process of JCR meetings electing a chair when one cannot otherwise be found was removed as being redundant.
- The Chair’s casting vote at JCR meetings has been removed.
- It has been specified that non-JCR members can only speak when they are not influencing JCR business, e.g. candidates for DSU roles may speak.
- The strict deadline for submitting agenda points for JCR meetings was removed.
- The power to refuse points of information at JCR meetings was removed from speakers and given to the Chair.
- The Chair has been formally given the power to decide the reasonable length of debate.

- Proposers' speeches were changed from a 200-word limit to a 1-minute limit in line with the candidates' speeches being time measured.
- Removed the possibility of uncontested elections being voted on in JCR meetings.
- Removed the Presidential debate (**separate** from the hustings) as this has not occurred over recent years. (Presidential candidates will still have to do hustings as before.)
- The strict time limits on questions and answers in Presidential hustings were removed.
- Formally added the requirement for Presidential candidates to create a campaign video.
- Updated hustings to allow candidates to read a poem and allow their proposer and seconder to perform with them for their joke/poem/song.

Elections and Referenda

- Removed the requirement for candidates to meet with the incumbent before submitting their manifesto. (This was generally regarded as an informal requirement and will continue to be encouraged.)
- Clarified that some Officer positions (Fashion Show Director etc.) can be held jointly by two people.
- Allowed the voting period to be varied between 24 hours and 168 hours (7 days).
- Added a requirement for the Senior Returning Officer to "promptly announce" the results of elections and referenda and to release the results of the online voting system.
- Made it clear that Governance Committee should investigate breaches of election rules and take appropriate action.
- Made it clear that manifestos are not printed at the expense of candidates (in line with JCR policy).
- Formally specified where manifestos can be put up in college.
- Clauses about the submitting of general questions to the Senior Returning Officer were removed.
- Clauses referencing static slides on JCR plasma screens for candidates were removed.
- References to the JCR Facebook group in addition to email were added where appropriate.

Interviews

- The interviews procedure was updated to match current practices.
- The list of positions appointed by interview was updated.
- Made it clear that the incumbent cannot sit on the interview panel if they are re-applying for the role.

Committees, Clubs and Societies

- It was made clear that the assets of JCR bodies that have been suspended or disbanded would come under the control of the Executive Committee.

JCR Officers and Other Officials

- Conflicting definitions of "JCR Officers" were removed.
- A definition of "ordinary committee members" was added.

Finances

- Presidential candidates must now be interviewed on financial competency. This implements the proposal of Financial Auditing Committee approved by referendum earlier this year.
- Changed when the Annual Budget is presented from the last meeting of the academic year to the first meeting of the academic year to reflect what has been the actual practice for many years.
- The thresholds for spending approval have been updated in line with current JCR policy.
- References to 'Sports Estimates Committee' have been removed as this committee no longer convenes. Further debate on this issue may take place next year.
- Introduced a responsibility for the President to keep a list of opt-outs from the JCR.
- Updated the details of the MCR fee for JCR opt-in.

Committees and Job Descriptions

- Reduced the number of times that the Executive Committee is required to meet from once a week to twice a term. This requirement was made in the days before social media made frequent regular meetings less necessary.
- Clarified the requirement for Executive Committee meeting minutes to be published within a 'reasonable timeframe'.
- Outdated requirements for certain Executive Committee members to reside in college were removed.
- Removed the clause stating that all Executive Officers are guaranteed a room in College: this is under College control, not JCR.
- Clarified the responsibility of the President to act as a liaison between ordinary members of the JCR and the wider university.
- Added provisions for Development Committee to implement the proposal of the Vice-President (Development) approved by referendum earlier this year.
- Updated Welfare to Talk and Support as appropriate.
- Introduced a clear responsibility for the Communications Officer to ensure that the website is kept up to date.
- The name of 'Services Committee' has been updated to Shop Committee.
- A job description for Sports and Societies Officer has been added.
- The list and job descriptions of non-Executive Officers has been updated.
- Removed provisions for the following positions:
 - Arts Chair (functions absorbed by MildARTs)
 - Assistant JCR Treasurer (internal Treasury position, if appointed)
 - Head of External Events (replaced by Assistant Events Officers)
 - Head of VM50
 - Senior Environment Officer
 - Senior Sports Officer (replaced by Sports and Societies Officer)
 - Services Committee Treasurer (internal Shop Committee position)
 - Steering Committee Officers (no different from members of any other committee)
 - Top Dog
 - VMA Representative.
- Introduced provisions for the following committees that exist but are not mentioned:
 - Environmental Conservation Committee
 - Decorations Committee

- Financial Auditing Committee
- Secure Centre Mentoring Scheme (SCMS)
- Removed provisions for the following committees as they no longer exist:
 - Arts Committee (functions absorbed by MildARTS)
 - Computer Committee
 - Constitutional Review Committee
 - DSU Committee
 - External Events Committee
 - Film Committee (functions absorbed by Film Society)
 - Freshers' Select Committee
 - Gossip Coordinators Committee
 - Heads of Committees Committee
 - ISA Representatives Committee
 - Keepers of the College Things
 - Livers Out Committee
 - Meals Committee
 - Puppy Committee
 - Sports Committee
 - Summer Musical Committee (functions absorbed by MildARTs)
 - Teikyo Representatives Committee
 - Theatre Committee (functions absorbed by MildARTs)
 - VMA Committee
 - Website Committee
 - Year Abroad Support Committee
 - Yearbook Committee.