

University of Strathclyde

NOTICE TO ALL STUDENTS EDUCATION ACT 1994 PART II: STUDENT UNIONS

The *Education Act 1994 Part II: Student Unions* aims to ensure that Student Unions operate in a fair and democratic manner and are accountable for their finances. As a direct result of this legislation the University and the Students' Association have undertaken to provide and ensure compliance with the Act through an agreed and approved Code of Practice. The full Code of Practice can be found on the University's website. A summary of the main areas covered in the Code is presented below:

MEMBERSHIP OF THE STUDENTS' ASSOCIATION

All registered students of the University of Strathclyde ('The University') automatically become members of the University of Strathclyde Students' Association (USSA or 'The Association'). Any student has the right to opt out of membership and can do so by notifying Student Lifecycle Services, Student Experience. Students who opt-out are deemed to have done so for the remainder of that academic year unless they apply to the Association to re-enter membership. The decision to opt-out is valid only for that academic year.

The University and the Association are committed to ensuring that all students are dealt with in a fair manner and that students who choose to opt out of membership are not unfairly disadvantaged. As a result all students will have equal access to facilities provided by the Association. However, a student who opts-out will be ineligible to take part in the representative functions of the Association as electoral candidates, voters or officers. Opted-out students will not be allowed to participate in general meetings of the Association or to call a referendum on any topic.

A form is available from the Student Lifecycle Services Team, Student Experience which allows students to opt-out. This form must be completed and returned to the Student Lifecycles Services Team.

FINANCIAL AFFAIRS

The University is responsible for ensuring that the financial affairs of the Association are properly conducted and the Association budget is approved annually by the University Court. The Association accounts are audited annually.

The Association's annual accounts are published on its website and provided to the University Court.

The procedure for allocating resources to groups and clubs within the Association is fair, in writing and freely available to students through the Association's website.

AFFILIATIONS

The Association's annual accounts include an appendix which lists external organisations to which it is affiliated and subscriptions or fees paid within the period to which the accounts refer. The annual accounts will be presented to University Court, as well as the first Association General Meeting after they have been produced and will be available on request to any member of the Association. Affiliations are therefore subject to annual approval by Association's members. A referendum can be called as regards a particular affiliation (via the association's Policy and Democracy Committee) on receipt of signatures of 200 of the membership of the Association.

COMPLAINTS PROCEDURE

The Association's Schedules include a complaints procedure which any student may use to complain about any aspect of their dealings with the Association. After a complaint has been dealt with under this procedure, any student or group of students, who remains dissatisfied in their dealings with the Association, or claims to be unfairly disadvantaged as a result of having exercised their right under the Act to opt out of membership, should submit their complaint in writing to the Chief Operating Officer of the University. The Chief Operating Officer, on behalf of the University Court, will appoint an independent person to review the way in which the complaint has been dealt with by the Association. The decision of the independent person appointed shall be final.

ELECTIONS

Appointments to major office with the Association are by secret ballot. All members (i.e. students who have not opted-out) are entitled to vote.

No person can hold sabbatical office with the Association for more than 2 years.

FURTHER INFORMATION

The full Code of Practice, approved by the University Court, is available on the University website.

The Association's Constitution, Schedules (incorporating the Complaints Procedure) and Annual Accounts are available on the USSA website