

# Board of Governors Student Representation *Policy and Procedures*

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## **1.0 Assuring Student Representation**

- 1.1. The University is obliged by the University of Gibraltar Act 2015 s.19.(1) to include in its Board one enrolled degree-seeking student, elected by the student body. This person ('the student member') will act as the representative of the students on the Board.
- 1.2. As an interim measure, pending the formal election of a student member of the Board, the Board may agree to the direct appointment of a student member.
- 1.3. The student member will be elected by all full-time and part-time enrolled degree-seeking University students by a one-person-one-vote ballot.
- 1.4. The Board will call for nominations for the student member and be responsible for operating and administering a transparent, fair and timely electoral process.
- 1.5. The student member will be obliged to attend meetings of the Board save those meetings, or those parts of meetings, when the Chair may use his/ her discretion to specifically request that the student member should not attend.
- 1.6. The student member will receive copies of relevant information and reports provided to Board members save those for which the Chair may use his/ her discretion to specifically request that any such information or report should not be copied to the student member.

## **2.0 Eligibility**

- 2.1 The student member will be a full-time or part-time enrolled degree-seeking student at the University.
- 2.2 The student member or a nominee for election should demonstrate:
  - the ability to exercise his/ her responsibilities with independence, discretion, and respect for confidentiality; and
  - the ability to work as part of a team (the Board exercises its responsibilities in a corporate manner, with all of the members acting as a body).

## **3.0 Term of Office**

### ***3.1 Standard term***

- 3.1.1 The standard term of office for which a student member is elected or directly appointed will be to the end of the academic year in which he or she is elected or directly appointed, or when he/ she ceases to be an enrolled degree-seeking student if earlier.
- 3.1.2 A student member must remain an enrolled degree-seeking student during his/ her entire term of office.
- 3.1.3 Student members may offer themselves for re-election or re-appointment for no more than two terms.

### ***3.2 Early termination***

- 3.2.1 A student member may offer his/ her resignation as student member at any time.
- 3.2.2 The Board may request the resignation of a student member if they are found to have acted in an inappropriate manner (e.g., pursuing vested interests, disclosing confidential information).
- 3.2.3 A student member will be deemed to have resigned as student member if she/he:
- ceases to be an enrolled degree-seeking student;
  - fails to attend more than two successive Board meetings without adequate cause in the judgement of the Board (at the third such meeting, the Board will automatically record his/her resignation).
- 3.2.4 In the event of early termination of office, the Board will make appropriate arrangements for a new student member to take up office with effect from the next meeting of the Board or as soon as reasonably possible thereafter.

## **4.0 Responsibilities**

### ***4.1 As a Board member***

- Conform to proper standards of conduct of public business.
- Participate fully in the life of the University community and take an active interest in the work of the University community.
- Promote the University in the wider community.
- Observe the seven Principles of Public Life<sup>1</sup>, i.e., selflessness, integrity, objectivity, accountability, openness, honesty, leadership.
- Observe, to the extent applicable, the Board Code of Practice.

### ***4.2 As a student member***

- Bring collective and/or various students' viewpoints and perspectives to the attention of the Board.
- Contribute to debate and if applicable vote on Board matters in accordance with the views and/or best interests of all students.
- Must not bring specific concerns or views of individual students to the Board.
- Declare, where applicable, vested interest in a topic of discussion at the Board.
- Observe confidentiality where directed to do so<sup>2</sup> and report relevant proceedings to students in ways that do not breach confidentiality or disclose sensitive information.

Student members have a responsibility to represent the interests of all students eligible to elect them as far as practicable and to have regard to diverse views. Their involvement on the Board must be on the basis of effective liaison with the wider student body including representative members of the Student-Staff Liaison Committees.

## **5.0 Time Commitment**

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<sup>1</sup> Committee of Standards in Public Life (the Nolan Committee)

<sup>2</sup> For example: where Board documents are embargoed, contain sensitive information, are marked confidential, or refer to the particular individual; where the Chair of the Board directs at a meeting that a particular discussion is confidential.

- 5.1 The relevant tutor/ lecturer/ programme leader of the student member should recognise the obligations to the Board of the student member and accommodate as far as reasonably possible any requests for sufficient time for attending meetings, reading in preparation for those meetings and discussions/meetings with the students he/she represents.

## **6.0 Remuneration**

- 6.1 The position of student member is not remunerated.