

“External Affiliation” refers to instances whereby the Union aligns itself with other organisations. CUSU seeks annual review of its affiliations from Members to ensure Members are satisfied with the organisation’s ties to another organisation.

CUSU is subject to legislation, the Education Act 1994, which states it must report on its external affiliations. The purpose of the legislation is to ensure CUSU does not inappropriately act beyond the interests of its own Members by affiliating to an organisation irrelevant to the interests of Cambridge students. However a definition is lacking and it potentially covers affiliations that are not political in nature, such as professional memberships that the charity might engage in to develop its staff or access services. CUSU seeks annual review of its affiliations from Members to ensure Members are satisfied with the organisation’s ties to another organisation.

External Affiliations are referred to as either non-political or political. The Standing Orders (appended) requires that the affiliations CUSU has “be presented to CUSU Council in the first Council of Lent Term with information on the **cost of affiliation** and a **review of interaction** with the organisation”, and voted upon separately.

Clause O2. iv. reads “A failure to satisfy a resolution incorporating a two-thirds majority of Council Members voting on the re-affiliation motion of a non-political body shall result in the Union disaffiliating from the body; a failure to reach a two-thirds majority vote on re-affiliation to a political body shall trigger a referendum on NUS affiliation.”

The three organisations to which CUSU is affiliated are the National Union of Students (NUS), the UK Council for International Student Affairs (UKCISA) and Cambridge Council for Voluntary Services (CCVS). The organisations have yet to be classified as political or non-political and should be classified in this next review.

This document aims to provide factual information and promote openness regarding the students' union's affiliations to external bodies. External affiliations are entered into on the basis of the external organisation's role in supporting CUSU's charitable purpose, and in the advancement of strategic and membership aims and initiatives; affiliations are reviewed annually and voted on by CUSU Council.

This report explains the role of NUS, UKCISA and CCVS and the benefits and costs of our affiliation to the organisations.

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AFFILIATION TO NUS

NUS is a confederation of over 600 students' unions, amounting to more than 95% of all higher and further education unions in the UK. NUS currently represents the interests of over 7 million students at national level and supports their individual students' unions locally. It is regarded as "the national voice of students".

In May 2016 Cambridge students triggered a referendum of CUSU's Membership on affiliation to NUS. 6,178 students participated in the ballot votes were cast in total representing 31% of enrolled students in 2015-16. 46.62% voted to disaffiliate, however 51.52% voted to remain affiliated.

MISSION STATEMENT

"To promote, defend and extend the rights of students and to develop and champion strong students' unions."

VISION AND AIMS

[NUS] champion students to shape the future of education – and create a better world. Education is the defining factor in creating a fairer, more prosperous society, and students are the hope for the future of education.

This is students driving change

We promote, defend and extend student rights. We fight discrimination, isolation and injustice through campaigning and targeted action. We harness the collective power of students through collective and democratic representation.

This is making sure students can thrive

We head up a prosperous and sustainable student movement that means we can give practical information on all the issues that matter to students. The NUS extra card saves students money and brings important commercial influence.

This is representing the realities of students' lives

We bring together evidence-based campaigns and student-led democracy. We represent students' interests nationally and develop research that influences national policy. We take on all the issues that affect students' lives now and in future.

AFFILIATION ARRANGEMENTS AND FEES

To become a constituent member (CM) of NUS, unions must pay an affiliation fee. This gives CMs access to NUS training, resources, participation in its democratic structures and the ability to buy-in to its commercial arm (NUS Extra cards, NUS media (including website platform), SU bar stocking, etc.).

NUS calculates affiliation on the basis of a union's block grant in combination with a calculation of full-time equivalent student numbers (numbers are provided by Higher Education Statistics Agency (HESA)). CUSU has repeatedly asserted an incompatibility with the NUS fee structure due to it being the only HEI, and only Collegiate institution, not to receive sufficient free University funds to extend to the accepted definition of block grant funding.

CUSU was charged only £250 for its annual affiliation in 2016; and was invoiced £5,765 in 2017. CUSU has been invoiced £250 this year. We do not anticipate our fees to stay at £250 but we are in discussions with NUS about how much they should be. CUSU budgeted £10,527 for the cost of affiliation in 2017/18.

DEMOCRATIC INVOLVEMENT

The main way that CUSU engages with NUS is through its conferences. Here, NUS and its liberation campaigns approve annual budgets, elect and hold their leadership to account and set policy for the year ahead. These events provide CUSU with opportunities to help direct the NUS agenda, set priorities and see CUSU's campaigns and policy pursued nationally.

The NUS has no direct control or discipline over individual students or affiliated students' unions' policy decisions.

Cambridge students have consistently supported affiliation to NUS, and members have been active at a national level since CUSU's forming, which replaced a Cambridge NUS network in 1964 (CAMNUS). Cambridge students have provided four former NUS Presidents (1924, 1939, 1975 and 2008), including MPs Charles Clarke and Wes Streeting. In 2015-16 and 2016-17 CUSU Presidents ran for election to the role of Vice President Higher Education, with Amatey Doku winning election in 2017.

ANNUAL CONFERENCE

CUSU sent five delegates to NUS Conference 2017, four of whom were elected by cross-campus ballot during the annual elections, and one student delegate elected into a vacant position by CUSU Council.

The priority motion saw delegates mandated NUS to campaign for a liberated and progressive education system, campaigning for better and fairer funding for further and higher education students, tackling the student mental health crisis, creating local hate crime reporting centres and look at what support is given to survivors of sexual assault on campus.

In light of the General Election announcement a week prior to Conference, delegates voted on an emergency motion calling on NUS to deliver its biggest voter registration drive in history, whilst putting forward clear demands to all political parties.

Student mental health was in the spotlight in both higher and further education forums on welfare; delegates voted to conduct research exploring the link between financial hardship, debt and mental health. Additionally delegates wanted to see unions challenge their universities to evaluate the impact of their policies; challenge university regulations on students with mental health issues; and for mental health 'first aider schemes' to be rolled out across students' unions.

In further education, students voted to continue to work with the Department for Education and the National Society of Apprentices to make sure learner's needs are heard as the government rolls out the Post 16 Skills Plan - the most comprehensive set of changes to further education in decades. Conference voted to campaign for better bargaining rights for apprentices and to make sure that, when training providers close, apprentices are protected as both learners and workers. Alongside this, delegates reaffirmed their commitment to lobby for impartial, quality careers information, advice and guidance as the government drags its heels releasing its long overdue Careers Strategy.

During the Annual General Meeting, motions on corporate governance reform, democratic governance reform and membership contribution were all passed.

Whilst the NUS Annual Conference is the democratic highlight of the year, a number of events are ran by NUS through the year. These include Zone Conferences (one-day conferences themed on the key areas of NUS' democratic work), a Strategic Conversation event where CUSU was able to feed into NUS' strategy development process, and the annual 'Students' Unions' conference for staff and officers, which provides an induction and learning space for new officers and staff early in July. Students from CUSU's Liberation Campaigns also attend Liberation Conferences through the year, which are funded by CUSU.

RESOURCES

NUS provides CUSU officers with a great deal of resources and materials through its membership web platform, NUS Connect. These range from briefing and information documents to advice on how to conduct students' union activities. CUSU sabbaticals also receive a daily news digest containing stories, information and statistics relevant to higher education and students' unions activity.

NUS conducts research into a number of issues affecting students, ranging from student parents to postgraduate course content. This information informs CUSU officers a great deal, allowing them to back up casework, campaigns and committee work with solid evidence. Research and reports are available to member unions for free, on paper and online. Information, advice and guidance from NUS staff and officers is also received by CUSU informally at events and over the phone. This shapes all aspects of CUSU's work. Having officers tuned into this network of expertise allows CUSU to effectively engage with a vast range of complex issues faced by students.

NUS Connect also enables different unions to share resources and ideas.

TRAINING

NUS operates a comprehensive Officer Development Programme (ODP) during the summer vacation covering the duties and skills required for sabbatical officers. This year, all officers had the opportunity to attend NUS' flagship training courses as induction events.

CUSU also benefits from free training events throughout the year. These are sometimes linked to specific events or may cover particular aspects of student union work. Attendance at these events is a key part of the development of CUSU officers as well as an opportunity to learn new methods of campaigning, engaging students and delivering services. CUSU's staff also attend workshops and events periodically, and staff particularly have more frequently participated in free webinars offered by NUS.

The average cost of the 2-day, overnight training, across all six Sabbaticals, is ~£375 per person.

EMAIL NETWORKS

One of the most useful resources NUS oversees are its email networks. Across our officers and staff team CUSU has direct relationships with hundreds of officers and staff at other students' unions. This provides a day-to-day discussion on operational and policy issues common to unions, as well as best-practice sharing and gathering case-studies to inform campaigns.

The networks are utilised by NUS to gather information on students' unions in surveys and research, which CUSU then has access to, such as the annual finance survey indicating size of block grants, staff and officer teams, and service provision at unions nationally. They are helpful communications tools in keeping informed about the sector more generally, for example recent discussions saw unions share drafts of Green Paper responses in the recent Teaching Excellence Framework consultation and unions discussing risk to their respective trustee boards from students attending demonstrations.

Networks range from supporting democratic processes and campaigns, to a finance forum for finance managers and marketing network, meaning any staff member or officer with a question about their role can first approach hundreds of practitioners for advice.

NUS SERVICES LIMITED (NUSSL)

NUSSL coordinates national commercial activity on behalf of NUS and its constituent members. NUSSL aims to 'create, develop and sustain competitive advantages for member Students' Unions –reducing costs and maximising commercial revenues'. This is done through operating a purchasing consortium, allowing students unions to cut costs through economies of scale, as well as providing marketing and commercial development services to student unions. It is in this latter area that CUSU benefits from NUSSL directly, through sale of the NUS Extra discount card. The cards are sold online by NUS for £12 per student, with a proportion of each sale by a Cambridge student given to CUSU. The additional benefit of NUS Extra is to provide CUSU members with access to national discounts from popular national retailers.

CUSU engages with NUSSL in three further ways: via NUS Digital (a NUSSL Department that provides our new website platform, CUSU.co.uk); via NUS Media (a national marketing company that fundraises on our behalf); and via Green Impact, an initiative owned and run by NUSSL, for which CUSU has received Gold rating in 2013, 2014, 2015 and 2016.

VALUE AND “REPLACEABILITY” OF CUSU’S AFFILIATION TO NUS

To financially quantify the total benefit to a single students’ union of affiliation to NUS is unrealistic. However, this report has hopefully outlined the variety of ways in which CUSU interacts with NUS and the positive results of this interaction. Whilst this is the case, CUSU recognises that it finds it difficult to balance the cost of affiliation against its core activities due its lack of institutional funding; and that increased institutional funding, which is strictly specified to outgoing, will be cut-into by a fee.

Disaffiliation from NUS would, for example, deny CUSU access to the NUS Extra card scheme. Alongside preventing Cambridge students from getting discounts at a number of national retailers such as amazon.co.uk and Pizza Hut, this would result in the loss of an income stream worth thousands of pounds to CUSU.

Beyond commercial services, much of NUS’ more political work sees the organisation take on considerable expenses which would otherwise have to be borne by individual unions. For example, NUS often undertakes legal advice or studies on unions behalf and makes this advice available to unions to use, such as the employment status of sabbatical officers, model constitutional documents (developed with explicit involvement from the Charity Commission), and legal advice on the parameters of data sharing by HEIs with unions. CUSU does not have the funding to commit such resources to research and legal advice On topics as broad as these (unless an emergency situation required it so).

CUSU also benefits from the governance work the NUS undertakes on behalf of member unions, in particular since the Charities Act 2006 came into force. For example, NUS’ Good Governance framework, developed with Universities UK, mirrors the voluntary sector’s Good Governance Code for the Voluntary Sector, and involved the National Council for Voluntary Organisation’s, the Association of Chief Executives of Voluntary Organisation’s, and the Office for Civil Society in its launch and design.

There are a small number of larger students’ unions who are currently disaffiliated from NUS. However, these unions rely heavily on large staff teams to provide the support and services CUSU currently receives from NUS. Such unions can only attempt to do this with considerably larger block grants and operating budgets than CUSU. CUSU’s Officer and staff team could by no means replace access to the full range of resources and training offered by NUS to CUSU.

Issues that affect Cambridge students are certainly not limited to matters decided locally and it is important that CUSU is able to represent students at all levels. Matters such as student finance and student visas are principally determined by national bodies but greatly impact upon the experiences of Cambridge students, who will often seek support from CUSU officers through policy or individual casework. Our ability to influence decision makers at national level relies on having a strong national voice, as well as committed officers within Cambridge.

Where issues are shared with students’ unions around the country, it also makes sense to organise together and maximise our weight in any debate. CUSU would be severely weakened in its ability to pursue many of the changes it seeks to improve students’ lives, if it operated outside NUS. NUS, CUSU, JCR/MCRs and other students’ associations are all based on the principle that students are strongest when they work together and provide vital opportunities for us to take control of our university experience. The removal of any aspect of this diverse coalition, not least NUS, would not only

undermine the values upheld by other parts, but also severely damage our ability to support students, defend and extend their rights at university. At a time when individualist and consumerist approaches to Higher Education are increasingly prevalent, the NUS affiliation ensures Cambridge students input into a strong collective voice at national level.

AFFILIATION TO UKCISA

UKCISA is the national advisory body serving the interests of international students and those who work with them, including universities and students' unions. UKCISA supports organisations through providing research, training and advice on matters concerning international students. Students' union UKCISA packages will be entirely free from 2018.

Its purpose is to "promote and facilitate international student mobility, to and from the UK, to help students (and others involved in international education) develop a global perspective and to contribute to human development, political stability, economic prosperity and greater intercultural understanding."

The aims of UKCISA are to "increase support for international education and raise awareness of its values and benefits; to promote opportunities for - and identify and work to reduce obstacles and barriers to - greater student mobility; and, to encourage best practice, professional development and the highest quality of institutional support for international students throughout the education sector."

These aims are fulfilled via a range of activities, which include:

- “Monitoring and influencing government and education sector policy through close contact with senior officials, policy makers, MPs, partner organisations and sector bodies throughout the UK.
- "Producing regular publications to keep members and students up to date on current legislation, regulations and resources.
- “Delivering high quality advice line services and training to assist with immediate areas of difficulty and contribute to greater professional expertise. Supporting, sustaining and expanding a network of members committed to the ideals of international education and the highest standards of international student support.
- “Initiating and encouraging research to identify key issues and areas for future investigation and development.
- “Working indirectly and in partnership with others to encourage greater mobility from, as well as to, the UK.”

BENEFITS AND INTERACTION WITH UKCISA

UKCISA launched free membership for students' unions in 2015. The initiative aims to ensure 'student voice' is well represented in UKCISA's work, and is designed to enable students' unions who do not provide technical advice to access their range of member services.

As an affiliate, CUSU is entitled to access an information advice-line, training courses, research and publications devised by experts from UKCISA on issues concerning international students, immigration and government legislation.

CUSU also has the opportunity to shape the lobbying and research of UKCISA submitting evidence and information to its policy committees. CUSU's main contact with UKCISA is the Welfare and Rights Officer; the Student Advice Service is the main recipient of CUSU's affiliation with the organisation (in a service-provider capacity).

UKCISA's advice and support has been invaluable in allowing CUSU to undertake complex casework to help individual students. UKCISA has kept CUSU up to date with the latest developments in government legislation and procedures as well as continuing to put pressure on the UK Border Agency to improve the international student visa situation. While UKCISA's work tends to inform and support the work of CUSU officers, rather than being delivered directly by UKCISA to Cambridge students, its value to students remains high. This is especially true as the landscapes surrounding points based immigration, fees and funding continue to change and CUSU officers are faced with these issues more regularly.

AFFILIATION TO CAMBRIDGE COUNCIL FOR VOLUNTARY SERVICES

CCVS is an independent registered charity, set up by local organisations in the 1980s as a support and network organisation to help community and voluntary groups in Cambridge, South Cambridgeshire and Fenland.

AIMS

“We bring groups together and provide the communication support for themed and geographical networks. We provide training and one-to-one development sessions to enable community and voluntary groups to become stronger and more sustainable.”

PURPOSE

“We act as a voice for voluntary groups in our area, contributing to all the major committees and partnerships that meet to determine public policy and action in Cambridge City, South Cambridgeshire, Fenland and the County.”

ACTIVITIES AND INTERACTIONS

CCVS has provided on-going support and advice to CUSU in relation to charity governance. Cambridge RAG are also members of the association, and a range of associated bodies of the Collegiate University are members.

CCVS provides an opportunity for CUSU to establish links with local voluntary organisations, to network and share information. For example, recent links have furthered discussions relating to students' access to funding and are aiming to establish links between CUSU's autonomous campaigns and active voluntary groups working on similar issues.

Affiliation, which costs £60 annually, also provides a platform for CUSU to share its own expertise and experience with local organisations, as well as an additional space to promote CUSU's aims, purpose and reputation as the central voice for all Cambridge students.

ADDITIONAL MEMBERSHIPS

In addition to the Union's external affiliations to NUS, UKCISA and CCVS, the Students' Union's Advice Service (SUAS) also registers with external bodies, namely, Advice UK, and the National Association of Student Money Advisers (NASMA).

- Advice UK is a support network for advisory groups and advice-giving organisations. Advice UK represents the interests of advice-giving groups to stakeholders, such as government, and provides a range of support services to members. CUSU has historically accessed training, the Advice UK hotline, and used to use its casework software, AdvicePro. Advice UK also provides SUAS with insurance for its advice-giving work.
- NASMA "acts as a focus for exchange between practitioners in the field of student funding...[and] work closely with national decision makers and their influencers on student finance policy." NASMA membership is £110 per advisor.

The engagement of SUAS with these organisations takes the form of subscriptions to services and networks that facilitate the daily work of SUAS, such as via training and information to personnel. In a similar capacity, CUSU also receives free membership to the National Council for Voluntary

Organisations (NCVO) as part of its membership with NUS, however CUSU does not actively partake in an affiliation or have any explicit involvement with NCVO's policy- or decision-making (i.e. NCVO allows students' union staff and officers to use its web platform and access resources).

APPENDIX:

Standing Orders of Cambridge University Students' Union

(An Unincorporated Association)

Article O External Affiliations

O.1 Procedure for Affiliation to an External Body

- i. A resolution of the Board of Trustees or the Executive Committee, or any Ordinary Member may propose affiliation to an external body. The collective term for organisations to which CUSU is affiliated to shall be "External Affiliations".
- ii. Any motion to initiate an affiliation to an External Body must define the "class" of the External Body for the purposes of democratic procedure herein and as stipulated in O.1v (*Distinction between political and non-political External Affiliation*).

- a) An individual External Body may only hold one class as defined in O.1v.a) (*There shall be two classes of external body*).
 - b) There may be no further interpretations of class than those described in O.1v.a) (*There shall be two classes of external body*).
- iii. Affiliations to external bodies shall require consent of the Members and shall be governed by:
- a) The CUSU Constitution and Standing Orders;
 - b) Legislation pertaining to charities, such as that of political campaigning by charities and rules on the commitment of charity funds to activities outside the Union's charitable objects and political causes; and,
 - c) Legislation pertaining to students' unions, in particular the Education Act 1994 as supported by, and in accordance with, the *Code of Practice in Respect of Student Unions* as issued by the University of Cambridge and related provisions in the University of Cambridge *Statutes and Ordinances*.
- iv. The provisions of this article shall distinguish between:
- a) The affiliation of CUSU to an external body, which shall refer to affiliation to a body to which CUSU is not at the time of affiliation affiliated to; and,
 - b) The maintenance of affiliation to an external body that CUSU is already affiliated to. For avoidance of doubt, the use of the phrase re-affiliation shall refer to a continuation and the maintenance of affiliation to an external body that CUSU has already holds.
- v. Governing provisions relating to affiliation shall differ depending on the level of political and ideological influence the external body may have in representing the interests of CUSU's membership or the level of political engagement required of CUSU on behalf of Members.
- a) There shall be two classes of external body of which any external body must be characterised as one class:
 - (1) Non-political external bodies are bodies primarily concerned with service-provision for which affiliation permits access to non-political services and/or peer-based interaction within a membership community; these external bodies shall not coordinate forums or platforms for CUSU to advocate on behalf of CUSU's Members or require CUSU's endorsement of campaigning or political activity.
 - (2) Political external bodies are primarily concerned with promoting the interests of CUSU's Members in a wider socio-political context. By affiliation to the political external body, CUSU shall expect to advocate on behalf of Members and engage in the political decision-making of the external body on behalf of CUSU's Membership. The provision of services in addition to political activities shall not be sufficient to denote an external body as a non-political external bodies (for the purposes of CUSU's terms of affiliation as defined herein).
 - b) In the case of dispute over an application of the definitions provided for non-political or political external bodies to a particular body, the Board of Trustees shall, in the first instance, resolve the dispute, subject to:
 - (1) A Board resolution to delegate the matter to the Union Development Team; or
 - (2) A resolution of the University, as set-out in O.1v.c) (*right to review by the University of Cambridge*) below, shall be sufficient to resolve any dispute.
 - c) **The University of Cambridge, in accordance with O.1iii.c) (*Legislation pertaining to students' unions*) above, shall have the right of review of any application of an external body as political or non-political. By request of the University of Cambridge's *Council Committee for the Supervision of Students' Unions (CCSSU)*, any proposal to affiliate to a new external body may:**

- (1) at first, be delayed until a meeting of the CCSSU only on the grounds that CCSSU dispute the classification of an external body as either political or non-political; and then,
 - (2) secondly, be determined as a political or non-political external body for the purposes of O.1v (*class of external body*), strictly in relation to whether O.1vi or O.1vii (*affiliation procedure for a non-political or political external body*) procedures shall apply, and therefore the procedures for affiliation for a particular organisation are then resolved by CCSSU instead of any other body.
- vi. CUSU shall be deemed to have affiliated to an external body of non-political class, as in O.1v.a)(1) (*non-political class of external bodies*), if:
 - a) a motion proposing affiliation is passed by a two-thirds majority vote of CUSU Council or a General Meeting; or
 - b) a resolution to affiliate to the external body is passed by a simple majority of the Ordinary Members voting in a Referendum, provided that at least 10% of Members cast a vote in the Referendum. The initiating of any referendum on the question of affiliating of an external body of non-political class, as in O.1v.a)(1), shall occur in the usual way, as in **Error! Reference source not found. (Error! Reference source not found.)**.
 - vii. CUSU shall be deemed to have affiliated to an external body of political class, as in O.1v.a)(2) (*political class of external bodies*), if:
 - a) a motion proposing affiliation is passed by a two-thirds majority vote of a General Meeting; or
 - b) a resolution to affiliate to the external body is passed by a simple majority of the Ordinary Members voting in a Referendum, provided that at least 10% of Members cast a vote in the Referendum. The initiating of any referendum on the question of affiliating of an external body of political class, as in Q.1iv.a)(2), shall occur in the usual way, as in **Error! Reference source not found. (Error! Reference source not found.)**.

O.2 Procedure for review of External Affiliations

- i. The current list of affiliations shall be presented to CUSU Council in the first Council of Lent Term with information on the cost of affiliation and a review of interaction with the organisation in the last year, presented by an appropriate Executive Body for the information of Council.
- ii. Any delay in presenting the list of affiliations to CUSU Council shall not prevent CUSU Council resolving upon External Affiliations in the usual way (as defined herein), provided that External Affiliations are presented before the end of the relevant Academic Year.
- iii. There shall be a separate vote on each affiliation. CUSU will re-affiliate to an external organisation if two-thirds of Council vote in favour of doing so.
- iv. A failure to satisfy a resolution incorporating a two-thirds majority of Council Members voting on the re-affiliation motion of:
 - a) an external body of *non-political* class, as in O.1v.a)(1), shall automatically resolve to disaffiliate from the external body;
 - b) an external body of *political* class, as in O.1v.a)(2), shall automatically trigger a referendum of the Ordinary Membership. The Elections Committee shall be responsible for proposing the referendum question and timeline at the following CUSU Council

meeting provided the positive/affirmative option of the resolution refers to a decision to maintain affiliation.

- v. A referendum on re-affiliation that is triggered by a failed motion at CUSU Council shall require a simple majority of the Members voting in accordance with affiliation provided the number of Members voting is 10% [ten percent] of all Ordinary Members.

For the avoidance of doubt: only an affirmative referendum resolution passed by referendum *to maintain* affiliation, no matter how the question is put, shall maintain affiliation (e.g. a failure to meet quoracy or exceed simple majority shall be sufficient to disaffiliate from an external body).

- vi. In the event External Affiliations have not been presented to CUSU Council before the end of the Academic Year, a vote on re-affiliation shall be deemed to have failed and therefore proceed as described so in O.2iv (*failure to re-affiliate by resolution of CUSU Council*) in the new Academic Year.

O.3 No more than one referendum on affiliation, re-affiliation or disaffiliation to a particular organisation shall be held in any one Academic Year.

O.4 The President shall be responsible for communicating to relevant external bodies any outcome of an affiliation resolution.