

The CUSU International Constitution was last amended in February 2013.

## **A - The Objectives of the Campaign**

A.1. The official name of the Campaign shall be CUSU INTERNATIONAL.

A.2. The principal objectives of CUSU International shall be to offer unified representation of the needs of its members, and to act in their interests.

A.3. CUSU International shall pursue this objective by:

- i. the provision of assistance to international students in residence in the areas of welfare, academic affairs and social life;
- ii. the provision of a social activities network transcending national, regional and continental affiliations for its members, which shall also be open to all students who are sympathetic to the aims of CUSU International;
- iii. the provision of information and support to prospective international students;
- iv. the provision of assistance to all students wishing to enter academic-related activities outside the bounds of the United Kingdom (UK)

A.4. CUSU International shall further this aim through:

- i. representing its members on the decision-making bodies of CUSU, and at a national level in the NUS International Students Conference, and acting as a channel of communication between these bodies and its members;
- ii. liaison and co-operation with College JCRs and MCRs with regard to the interests of its members within their Colleges and the University as a whole;
- iii. promoting the existence of an International Office run by the University, with sufficient capacities for counselling and support in academic and legal matters specifically affecting international students;
- iv. working with the NUS International Students Committee, the Council for International Students (CIS) and other bodies towards reforms in all pieces of national legislation that put international students at a disadvantage;
- v. working with like-minded CUSU campaigns to promote tolerance and eradicate prejudice and discrimination based on skin colour, ethnicity, religion, culture or nationality, both within the University and in society at large.

A.5. CUSU International shall be independent of any religious body or party political organisation, and (except in so far as may be necessary for the support of a disadvantaged section of society or of the International Students community) shall pursue its objectives without regard to ethnic origin, religion, culture, nationality, colour, disability, age, gender or sexual orientation.

A.6. CUSU International shall be a democratic body.

## **B - Membership**

B.1. The Ordinary Membership of CUSU International shall comprise the members of the CUSU whose legal or funding status in the UK is that of overseas student, or who are residents of a continental EU country or of the European Economic Area (EEA), and all those who self-define as overseas, international or foreign students.

B.2. The rights of the Ordinary Membership shall be:

- i. To participate in the making of the Policy of CUSU International through participation and voting in Open Meetings as described herein
- ii. To vote in elections as governed herein
- iii. Any other rights of the Ordinary Membership as may be from time to time decided by CUSU International Open Meetings in accordance with clauses C.1.-C.5. of this constitution

B.3. Subject to B.1, the Subsidiary Membership of CUSU International shall comprise:

- i. JCR and MCR overseas/international students representatives
- ii. The presidents/chairs of international societies and clubs registered with the University

B.4. The rights of the Subsidiary Membership shall be:

- i. To participate in the making of the Policy of CUSU International through participation and voting at the Open Meetings and in Policy implementation as members of subsidiary bodies of CUSU International
- ii. Any other rights of the Subsidiary Membership as may be from time to time decided by CUSU International Open Meetings in accordance with clauses C.1.-C.5. of this constitution.

B.5. The rights of the Membership shall be protected by this constitution and by any other set of rules as may be decided by CUSU International Open Meetings.

## **C - Open Meetings**

C.1. The CUSU International Open Meeting shall be the principal representative and policy-making body of CUSU International. The Open Meeting shall have primacy in all matters pertaining to CUSU International and all subsidiary bodies and Officers of CUSU International shall be bound in the exercise of their functions by the mandates of the Open Meeting. CUSU International policy derived from a resolution of the Open Meeting shall only be amended or revoked by a subsequent resolution of the Open Meeting.

C.2. The voting membership of the Open Meeting shall comprise all the members of CUSU International as described in clauses B.1. and B.3. of this constitution.

C.3. The quorum for a resolution of an Open Meeting shall be 15 voting members exercising their vote, of which at least 10 must be ordinary members. No person may, at any time, exercise more than one vote, transfer their right to vote to another individual, or count more than once towards the quorum.

C.4 Except where indicated otherwise (see clause D.8. and article J), a simple majority shall pass a motion at an Open Meeting. A motion passed shall be a resolution of the Open Meeting, and shall become the Policy of CUSU International.

C.5 Motions shall be submitted in writing, signed by a proposer and a seconder (both members of CUSU International as laid out in clauses B.1. and B.3.), to CUSU International Chair(s) not later than the deadlines publicised by the Executive.

C.6 The meeting shall be chaired by the Chair of CUSU International. The Chair shall have no voting rights.

C.7 All debate shall be conducted through the Chair. All members of CUSU International shall have the right to speak. Guests may speak with the permission of the Chair.

C.8 There shall be at least two scheduled Open Meetings each Full Term. Dates, times, and venues of future meetings shall be decided at the Open Meeting and publicised to the membership by the Executive.

C.9. Anyone making a racist, sexist, homophobic or other bigoted remark shall be asked by the Chairperson to withdraw that remark and, if they refuse to do so, can be asked to leave the meeting.

## **D - The International Executive**

D.1 The International Executive (hereafter referred to as the Executive) shall be the executive body of CUSU International, and shall run CUSU International according to the directions of the Open Meeting, to whom the Executive shall be accountable.

D.2 The Executive shall comprise the following members:

- i. the Chair of CUSU International
- ii. the Vice-chair of CUSU International
- iii. the Secretary
- iv. the College Co-ordinating Officer
- v. the Society Co-ordinating Officer
- vi. the Freshers Officer
- vii. the Publicity Officer
- viii. the Social Officer
- ix. the Welfare Officer

Officers-elect to the post listed in paragraphs i-x) of this article.

In addition, the President of the Graduate Union and the CUSU sabbatical Welfare and Graduates Officer shall be members of the Executive as observers.

D.3. There shall also be a General Committee consisting of 4/5 members who shall aid the Executive in whichever way necessary. The precise number of General Committee members shall be determined by the Chair-elect for the incoming year, before the General Committee elections (see clause G.14). The General Committee shall have the

freedom to pursue any platforms of their choice, subject to the approval of the Executive. The General Committee shall have no voting rights.

D.4. The handover from the outgoing Executive to the newly-elected executive shall be at the end of full Easter Term. For the period following elections to the Executive (see clause G.4.) until the end of full Easter term, the newly elected members of the Executive shall work alongside the outgoing Executive.

D.5. In exception to clause D.3, the newly-elected Chair(s) shall assume representational functions at the CUSU bodies immediately after the elections.

D.6. No post shall be held by two or more people as a job share.

D.7. The Executive shall meet at least three times during University Term. Any member of CUSU International may attend Executive meetings as an observer and may speak at the invitation of the Chair. Dates, times and venues of future meetings shall be decided by the Executive and made available to any member of CUSU International on request.

D.8. A motion at an Executive meeting shall be passed by a simple majority providing that the number of votes in favour shall not be less than five. A motion passed shall be a resolution of the Executive.

D.9. A member of the Executive shall be deemed to have resigned:

- i. if (s)he gives notice of resignation to an Executive meeting; or
- ii. if (s)he ceases to be a member of CUSU; or
- iii. if (s)he fails to attend three consecutive meetings of the Executive during any one University Term without sending his/her apologies in advance on at least one of those occasions; or
- iv. if a Motion of No Confidence in him/her is passed by a two thirds majority at two successive Open Meetings.

D.10. It shall be the duty of the members of the Executive, when acting in their capacity as Officers of CUSU International, to act in accordance with, and in a manner consistent with the objects of CUSU International as those objects appear in this Constitution and in CUSU International policy as passed by resolutions of Open Meetings.

## **E - Subsidiary Structures**

E.1. In addition to the Executive, there shall be subsidiary structures in CUSU International, which shall serve as discussion spaces for the furthering of CUSU International's aims. These shall include

- i. the Council of Society Chairs
- ii. the College Representatives Council
- iii. the Home Students Liaison Committee
- iv. any other subsidiary structure that shall be set up by a resolution of an Open Meeting.

Where appropriate, members of these subsidiary structures shall be invited to attend Executive meetings as observers, and may speak at the invitation of the Chair.

E.2. The Council of Society Chairs shall comprise all the chairpersons and presidents of international student societies registered with the University whose membership and aims can be seen to reflect, or be closely in accordance with, the membership and aims of CUSU International, and wishing to participate in CUSU International's work. Participation shall be sought from all eligible societies, such that they may work closely with the council to foster the feeling of community among international students, and to provide a wide range of co-ordinated social events for all students of the University in order to promote diversity and understanding of international ways of life.

E.3. The College Representatives Council shall comprise all the JCR and MCR officers who are in charge of international students matters in their respective colleges. The council, through the Executive, shall work to provide an extensive network of support and advice to all international students, to identify areas of concern and to gather support from JCRs, MCRs and College authorities in finding suitable solutions.

E.4. The Home Students Liaison Committee shall consist of interested CUSU International members and shall be open to non-members sympathetic to the aims of the campaign. The committee shall provide assistance to the Executive and other subsidiary structures of CUSU International in policy implementation and campaign development.

E.5. The Executive shall seek to encourage subsidiary structures to submit motions for debate in the Open Meetings and suggestions for policy implementation to the Executive.

E.6. Subsidiary structures shall decide autonomously upon the conduct of their day-to-day business, unless such conduct is ruled, by a resolution of an Open Meeting, to be unfair or not in compliance with CUSU International's aims and objectives.

## **F - College International and/or Overseas Representatives and/or Officers**

F.1. It shall be the duty of the members of the Executive, particularly of the Chair(s), to promote the existence of at least one International and/or Overseas Representatives and/or Officers (hereafter referred to as College Representatives) in each college; where possible and applicable, this shall be in both JCRs and MCRs. The Executive shall equally promote the involvement of international students in the selection process of College Representatives, however, the form and procedure of this selection shall remain subject to the statutes/constitution of the relevant College JCR and MCR.

F.2. College Representatives shall be members of the College Representatives Council; it shall be the Executive's responsibility to encourage their participation.

## **G - Elections**

G.1. All CUSU International Elections shall be conducted by secret ballot and counted by STV (Single Transferable Vote) in accordance with the regulations as set out in the University Ordinances. All counts shall be public.

G.2. Ordinary Members of CUSU International shall be eligible to stand for, and vote in, Elections.

G.3. The job descriptions of the nine Executive Officers shall be determined by a resolution of the Executive prior to the opening of nominations, and shall be made known to all prospective candidates.

G.4. Scheduled Elections shall be held annually in Full Lent Term, not earlier than three weeks, and not later than one week before the end of full term. Nominations shall open on the tenth day before the date of the Elections, and shall close at noon on the third day before the date of the Elections.

G.5. For a nomination to be valid, it must be endorsed by a seconder, who must be an ordinary or a subsidiary member of CUSU International.

G.6. The Returning Officer for the Elections shall be the Chair, except where otherwise stipulated by resolution of an Open Meeting. In the case of there being two Chairs, the Open Meeting shall select which one of the two Chairs should act as Returning Officer.

G.7. It shall be the duty of the Returning Officer, in conjunction with the Executive and the College Representatives, to publicise the date of Elections to every college at least ten days before the Elections, and to ensure that a ballot box shall be openly available at the CUSU Offices, or in a place equally accessible as determined by resolution of Open Meeting.

G.8. Electronic voting may be used in place of or in addition to voting in person, but only if the system of voting employed is secret and secure. Suitable arrangements must be made to ensure the validity and accuracy of the count.

G.9. The conduct of the Elections shall be the responsibility of the Returning Officer, who may not stand for election to the Executive, nor endorse or campaign on behalf of any candidate. (S)he must ensure that the ballot form clearly states the criteria for voting in the Elections, i.e. the criteria for Ordinary Membership of CUSU International.

G.10. All candidates may submit one manifesto, to be publicised by the Returning Officer over e-mail and in any other way as shall be determined by the Returning Officer, and made known to candidates prior to the opening of nominations.

G.11. Candidates may not issue any publicity before the close of nominations. Details about any particular supporter or proposer of a candidate, apart from their name and college, are not allowed on any publicity or the manifesto.

G.12. The Executive shall decide on the maximal amount of money that may be spent by individual candidates on campaigning material. This shall be publicised along with guidelines and dates of elections, and the Executive shall seek to enforce it in an

impartial manner and by means determined by an Executive motion prior to the opening of nominations.

G.13. In the event of an executive post remaining vacant after elections, the Executive shall publicise it to all members of the campaign. Candidates shall be invited to compete for the post at an Executive meeting, and all the members of the Executive shall elect one candidate for the post, by simple majority in a secret ballot vote.

G.14 The Executive shall also publicise posts for the General committee to all members of the campaign. Elections for the General committee shall take place after the results for the Executive elections have been announced, in accordance with the same rules as the Executive elections. Nominations and hustings for the General committee positions can occur simultaneously with those for the Executive positions, and candidates for the Executive elections who fail to win an Executive position shall be allowed to opt participating in the General committee elections as well.

## **H - Finance**

H.1. The Chair of CUSU International shall have responsibility for finance, subject to H.3. (S)he shall be accountable to the Executive for the day-to-day running of CUSU International's finances, and shall present a financial report to the first Open Meeting of the Michaelmas Term, detailing CUSU International's income and expenditure, both current and expected, for that financial year.

H.2. In the case of a job-share, an Executive resolution shall designate one of the Chairs as the officer with special responsibility for finance.

H.3. The Chair may choose to give the responsibility of finance to another member of the Executive. In such circumstances, the Executive's approval shall be necessary, and the transfer of responsibility to a different member shall be through a resolution of the Executive and on a voluntary basis. The decision shall be presented at latest to the second Open Meeting from the date of the Executive's resolution.

H.4. Unprecedented major expenditure (i.e. exceeding a tenth part of the total CUSU International Budget) shall not be undertaken without being first passed by resolution of Open Meeting.

## **I - CUSU**

I.1. CUSU International shall be a Representative campaign of the CUSU, as laid out in the CUSU Constitution, Article I. The Chair(s) of CUSU International shall represent the interests of the campaign on the CUSU Executive, and at CUSU Council. (S)he is accountable to the Open Meeting for his/her votes at CUSU Council. (S)he shall act as a channel of communication between the campaign and CUSU.

## **J - Amendments to the Constitution**

J.1. This Constitution shall be the primary document governing the transaction of all CUSU International business. It may only be amended by a motion passed by a two-thirds majority at two consecutive Open Meetings, followed by ratification through CUSU Council as laid out in the CUSU constitution (clause I.3.).