

## Agenda

*For guidance on the format and rules governing the Annual General Meeting, please consult Schedule 2 of the Articles. A summary format is provided below*

Item	Matter	Action
1.	<b>Attendance</b> A quorum count will be taken to check there are 50 members present	
2.	<b>Matters Arising from Previous Minutes</b> Minutes of the 2020 AGM shall be discussed	
3.	<b>Adoption of Minutes</b> Minutes of the 2020 AGM shall be voted on as a true and accurate record of the meeting	<b>VOTE</b>
4.	<b>Notice of Addition of Any Other Competent Business</b> Members may propose any other competent business by informing the Chair. Acceptance of AOCB is at the Chair's discretion	
5.	<b>Challenges to the Order Paper</b> Members shall be entitled to challenge the order of this Agenda by informing the Chair	
6.	<b>Resignations</b> i. None	
7.	<b>Ratification of affiliations to external organisations</b> i. National Union of Students (NUS)	
8.	<b>Dates to Note</b> ii. Nominations for elections are now closed iii. Voting 7pm Monday 8 <sup>th</sup> – 5pm Thursday 11 <sup>th</sup> March	
9.	<b>Reports</b> i. Audited Accounts 2019-20 (DRAFT) ii. Officer Report iii. Q&A	<b>VOTE</b> <b>VOTE</b>
10.	<b>Policy and Motions</b> i. Sustainable Development in the Union ii. Remove group work assessments from the curricula iii. Implement A Policy for Student Union Social Media Standards  <b>Policy Lapse</b> These policies will lapse unless the AGM asks for a vote to keep them: i. Street Lighting on Campus ii. Provision of a quiet chill out space on campus iii. Include a wider range of healthy food in the SU	<b>VOTE</b> <b>VOTE</b> <b>VOTE</b>
11.	<b>Any Other Competent Business</b>	
12.	<b>Date of Next Meeting</b>	

## Motion process

Motions debate will follow this format. You can put your hand up to speak for or against a Motion and you can ask for more debate or any other Procedural Motion.

1. The Proposer of the Motion will speak in favour
2. Students will break out into discussion groups for 2 minutes
3. There will be Questions for the proposer
4. The Chair will ask for any Member wishing to speak AGAINST the Motion
5. The Chair will ask for any Member wishing to speak FOR the Motion
6. The Chair will ask for any Member wishing to speak AGAINST the Motion
7. There will be extra rounds of speakers (for and against) as required either by request from Members or at the Chairs discretion
8. Members will be asked to vote in the order of:
  - i. For
  - ii. Against
  - iii. Abstention
9. The Motion will either be Carried or Fall depending on the vote outcome. Carried Motions become Union Policy.

## Procedural Motions

You can ask the Chair to do any of these during the AGM

1. That the motion now be put
2. That any Standing Order or any part of one may be suspended as provided below
3. That the meeting be temporarily adjourned for a specific time
4. That the motion be remitted to the appropriate Union Committee
5. That the motion be referred back for investigation or re-examination
6. That the meeting be closed
7. That the meeting be closed at a specific time

8. That the motion be voted on in parts

## **The Chair**

The Chair of the AGM is usually the President of the Student Union, they can defer the Chair to someone else if they choose to. If you're not sure about something and want to ask a question, you can either raise your hand or send a message to a Union staff member. The Chair is there to help Members engage with the meeting.