

Main group contact (uea email address): rny19zbu@uea.ac.uk

1.1 The group shall be 'The Union of UEA Students' group, herein after termed 'the group'.

2.2 (if your student group **already exists** DO NOT fill this in)

The objects/aims of the group shall be: To provide informal support, practical assistance and pastoral support to students of an older demography and via regular socialising and events, we aim to ensure all members build a wider network of peers to enhance their UEA experience.

3. The group shall abide by Union policy.

Membership:

4. Peer support groups have no recorded membership and are open to all ordinary members, associate members, honorary associate members, life members or honorary life members.

Committee:

5. The Committee shall consist of a) the President, b) the Treasurer, c) the Secretary, and d) two others. All members of the Committee must be ordinary members of the Union.

6. The Committee members shall be elected annually and shall hold office for a year, unless they resign of their own accord or are forced to.

10. The Committee shall:

a) Administer and organise the group's activities and rules.
b) Allocate specific responsibilities to Committee members.
c) Decide in conjunction with the group's members, the group's policies.

d) Ensure the group abides by, and fulfil their duties in accordance with the Bye-Laws, this Constitution and policy.

7. Decisions at a Committee meeting shall be reached by a simple majority of those present and voting.

8. Any decisions made by the Committee can be overruled by a 2/3 majority of those present and voting at a group meeting.

9. Quorum for a Committee meeting shall be 1/2 of Committee members.

10. All or any of the Committee members shall resign if 1/2 of the group's members present and voting at a group meeting, vote in favour of a motion presented at that meeting demanding such resignation.

Group Meetings:

11. Each group meeting must be advertised three days in advance during term time. The meeting shall be held in that term. A group meeting shall be called if 1/4 of the group members present a petition requesting a group meeting. The meeting shall take place within five days. Only ordinary members of the Union who are members of the club may vote at group meetings.

Elections:

12. Only ordinary members of the Union who are members of the group may stand and vote in elections within the group.

13. Notice of election process will be provided by the Union, whereby elections are processed on Student Union website.

14. Ordinary members will place their own nomination on the website. Nominations will be seen by all ordinary members of the group and will be voted upon via single transferable vote (STV). Each candidate signifies their consent to be voted up by placing their nomination on the website.

15. Each post shall be voted on separately and the candidate with the most votes shall win.

16. No individual member may hold more than one Presidency of a student group and no more than three committee positions within groups.

Finance:

17. The group shall abide by all the Union finance regulations. The group must not hold a separate bank account and shall place all its funds with the Union of UEA Students.

18. All the group's equipment shall be the property of the Union.

19. Should this group be inactive for a full academic year, its constitution shall become invalid and its pecuniary funds and capital assets shall become the property of the Union.

20. Peer Support Group finances are provided by and controlled by the Union, whereby an application to use this money will need to be made.

Constitution:

21. Any change in the Constitution shall require a 2/3 majority of those present and voting at a group meeting advertised at least five days in advance. These changes must be approved by Union Council.

Equal Opportunities:

22. The Union of UEA Students is committed to equality of opportunity for all

We, the undersigned, being the committee of the above Union of UEA Students student group have read this constitution and accept that we are bound by its provisions.

Signed: President: Adrian Ashby

Date: 26th January 2020

Treasurer Rachel Trevor

Secretary Melissa Marfleet-Collins

How do you feel the support group will benefit members?

It will offer those Freshers who feel disaffected by their initial UEA experience a place to share their feelings and receive guidance and advice from those who can empathise and have

experienced the same journey. It will also ensure a group of like-minded people have a regular place to enjoy similar company and low-key events with which they are comfortable and can have a hand in both organisation and participation.

Please explain how you are different from other student groups?

Although there are several societies and clubs catering for some of the potential members of our group, none have the element of pastoral care we propose. Both formal and informal research has highlighted the isolation felt by students who are attempting to cope with new surroundings, new coursework or maybe a return to education as well as the alienation and difficulty relating to predominantly younger generations with their own interests and rhetoric.

How will you make sure your group can continue after this year/after you graduate?

Importantly, membership will be open to all years from Foundation upwards to aid mentoring and discuss relatable experiences. Succession planning will be an agenda item from the group’s inception and throughout the academic year. Committee roles will be rotated and ‘readvertised’ annually and mandatory relinquishment will be suggested during a committee member’s final year of study.

How do you plan to provide a supportive and enjoyable experience for your members (e.g. what tasks will each of your committee take on, how will you ensure events are held regularly)?

We will ensure there are regular ‘drop-in’ sessions available to meet committee members and each committee member will be responsible for at least one event each, to be calendared and advertised for each 6 month period. We will also cross-promote other club’s/society’s events and memberships alongside UEA-hosted events such as DSD and fairs. Feedback submitted by the President as part of Student Feedback Forums in November together with social media posting throughout semester one indicate there is a real desire for this type of group – for all levels of undergraduate.

How will you safeguard your committee and members, including safety, well-being and healthy boundaries?

Workload is expected to be minimal, centring upon pastoral care. Event responsibility will be shared equally amongst all committee members and ‘doubling-up’ of committee positions will also devolve the burden further. Interest has already been shown in the full range of vacancies.

Are there any events you would like to run annually?

Potentially but this would need to be discussed at our inaugural committee meeting. The main USP of our group would be the informality of the sessions, to remove the barrier of cost, and to be ad-hoc depending upon when students need support or a break from their studies e.g. during an exam period.

Please provide a provisional calendar of events for the year (including at least two non-alcohol socials):

Date	Event	Alcohol or Non-Alcohol Social
Weekly	Scholar’s Bar Tuesday Quiz 7.00pm	Both – Member’s Choice
Weekly	Weekend Winddown – Friday afternoon informal Scholar’s Bar Meet 3.00pm	Both – Members Choice
Monthly	Matures Breakfast – PG Kitchen	Non-Alcohol

Monthly	Restaurant Meal – Venue TBA	Both – Member’s Choice
March	Visit to Escape Rooms – Detail TBA	Non-Alcohol
April	Bowling Evening and Meal – Detail TBA	Both – Member’s Choice

Do you have all the equipment you need to function, and if not have you made any plans for how to obtain this? (e.g. fundraising, contacting relevant University Departments).

Yes

What are your concerns about running the group (e.g. having enough committee members, budgets, etc)?

None – research has confirmed this group has sufficient interest and support to ensure it is self-supporting and cost-effective with limited initial or ongoing outlay required.