



MAYNOOTH STUDENTS' UNION  
AONTAS MAC LÉINN, MHÁ NUAD

**CONSTITUTION  
BUNREACTH**

**November 2025**

**This Constitution was originally approved by the membership of Maynooth Students' Union on Wednesday, 8 March 2023, in Maynooth Students' Union, Maynooth University, Maynooth, Co. Kildare, Ireland, and was subsequently amended by the MSU Student Senate at a meeting duly convened, constituted, and held on Wednesday, 22 October 2025, in the John Hume Board Room, in accordance with the powers granted to the Student Senate under the Constitution in force at the time.**

## CERTIFICATION

### CERTIFICATION

I hereby certify that the attached document is a true copy of the Constitution of Maynooth Students' Union, originally approved by the membership of the Union on Wednesday, 8 March 2023, in Maynooth Students' Union, Maynooth University, Maynooth, Co. Kildare, Ireland, and subsequently amended by the MSU Student Senate at a meeting duly convened, constituted, and held on Wednesday, 22 October 2025 in the John Hume Board Room, in accordance with the powers granted to the Student Senate under this Constitution

President  
Maynooth Students' Union

### DEIMHNIÚCHÁIN

Leis seo deimhním gur fíor-cáipéis é seo de Bhunreacht Aontas Mac Léinn, Mhá Nuad bun cheadaithe ag baill an Aontais, Dé Céadaoin, an t-ochtú lá de Mhí an Mhárta, 2023, in Aontas Mac Léinn, Mhá Nuad, Ollscoil Mhá Nuad, Maigh Nuad, Contae Chill Dara, Éire, a bhí leasaithe ina dhiaidh sin ag Seanad na Mac Léinn ag cruinniú a bhí curtha ar súil mar is ceart, Dé Céadaoin, an dara lá is fiche de Mhí Dheireadh Fómhair 2025, sa Seomra Comhairle, foirgneamh John Hume, de réir na cumhachtaí a thugtar do Seanad na Mac Léinn sa bhunreacht seo

Uachtarán  
Aontas Mac Léinn, Mhá Nuad

*Charli Middleton*

Charli Middleton

Maynooth Students' Union  
November 2025

Aontas Mac Léinn Mhá Nuad  
Samhain 2025



## VERSION CONTROL

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## SUMMARY OF CHANGES

Article / Schedule	Title	Comment	Date
Article 21	Faculty Assemblies	Addition of Text to Amend Membership	27 Apr 2023
New Schedule 8	St. Patrick's Pontifical University Convenor	Creation of New Part-Time Officer Position	12 Dec 2024
Article 1	Title of the organisation	Insertion of Irish Language Abbreviation	27 Feb 2025
Article 26	Terms of Office	Correction of Dates Format	27 Feb 2025
Article 4	External Relations & Affiliations	Removal of Listing and Deletion of Three-year Policy Referendum for AMLE	6 Nov 2025
Article 6	Rights & Obligations of Members	Correction of Text	6 Nov 2025
Article 8	Union Policy	Addition of "such alteration" in Text	6 Nov 2025
Article 10	Constitutional Referendum	Amendment of the percentage to 7.5%	6 Nov 2025
Article 11	Policy Referendum	Deletion of Referendum Lapse after Three-years	6 Nov 2025
Article 13	Board of Trustees	Update to Quorum of the Board of Trustees	6 Nov 2025
Article 15	The Executive Committee	Rewording and Reformatting of Text	6 Nov 2025
Article 18 etc	VP Welfare & Equality	Splitting of the VPWE Role	6 Nov 2025
Article 20	Academic Assembly	Deletion of Article 20; Academic Assembly	6 Nov 2025

Article 23	The Electoral Commission	Update of Responsibilities and Membership	6 Nov 2025
Article 24	The Returning Officer Team	Update of Responsibilities	6 Nov 2025
Article 25	Electoral Procedure	Update of Electoral Procedures	6 Nov 2025
Article 26	Terms of Office	Correction of Dates and Deletion of non-elected roles	6 Nov 2025
Article 27	Resignations	Rewording of Article	6 Nov 2025
Article 28	Removal From Office	Update to the Removal from Office Procedures	6 Nov 2025
Article 29	This Constitution	Correction of Text	6 Nov 2025
Article 30	Transitional Provisions	Deletion of Provision	6 Nov 2025

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## PREAMBLE

We the students of Maynooth University and Saint Patrick's Pontifical University (which are hereinafter called the "University" which expression shall where the context so admits or requires includes its successors in title and permitted assigns) do hereby reaffirm our previous resolution to unite and form a union to represent our members to the University and other bodies.

The Union shall represent all students and shall be the sole representative organisation for students.

The Union shall be a democratically governed independent and autonomous association that shall represent the rights of students without bias, fear, or favour, and shall be respectful of the differing views within the membership, but accountable to those members for the exercise of our powers.

This constitution hereby revokes all previous constitutions.

## ARTICLES

### PART I – PRELIMINARY & GENERAL

#### Article 1 – TITLE OF THE ORGANISATION

- 1 The name of the organisation shall be 'Maynooth Students' Union' (abbreviated 'MSU') and hereinafter referred to as 'the Union'.
- 2 The name of the Union in the Irish language shall be 'Aontas Mac Léinn, Mhá Nuad' (abbreviated 'AMLMN').

#### Article 2 – VISION, MISSION, & VALUES

- 1 The vision of the Union is to create an environment in which every member is provided with a world-class academic and student life experience.
- 2 The mission of the Union is to provide for, promote, and defend the interests of its members.
- 3 The values of the Union are democracy, transparency, accountability, integrity, sustainability, and respect.

#### Article 3 – AIMS & OBJECTIVES

- 1 The primary objective of the Union shall be to provide for and promote and defend the interests of its members. It shall endeavour in particular to:
  - i Act as a representative body for its members and other students of the University.
  - ii Act as the recognised means of communication between the members of the Union and the authorities of the University.
  - iii Endeavour to work in partnership at all levels with the University in the best interests of the members.
  - iv Promote the practice of democratisation at all levels of higher education through collective and individual participation of the members of the Union.
  - v Ensure that every member shall have the right to participate in the democratic life of the Union. Decisions of the Union shall be taken as openly and as closely as possible to the member.

- vi Actively promote the engagement of the student body in the activities of the Union and student affairs in general.
- vii Provide and manage the Union's social, recreational, and commercial services for the benefit of its members.
- viii Promote the expansion and development of student services as provided by the University for the benefit of students.
- ix Provide the structures and means whereby students can partake in an ongoing re-evaluation of the educational process and become more positively involved in their education.
- x Promote the unity of the organisation and contact between members through assisting clubs, societies, and other organisations of students within the University.
- xi Ensure that no member is discriminated against on grounds of gender, marital status, family status, nationality, sexual orientation, religion, political belief, age, disability, race, or membership of the Traveller community.
- xii Actively pursue good relations within and with the local community and promote the message of respecting one's university town amongst the student body.
- xiii Improve its environmental sustainability performance and actively encourage the University and wider community to follow suit for the benefit of the student body and community now and in the future.
- xiv Promote and develop the Irish language among its members, and throughout the University.

2 The Union shall practice the above aims and objectives independent of:

- i political parties;
- ii religious organisations;
- iii lobbying groups; and,
- iv in accordance with the law.

#### **Article 4 – EXTERNAL RELATIONS & AFFILIATIONS**

- 1 The Union affirms its support for the idea of cooperation among organisations whose aims and objectives are in broad agreement with the Union's.
- 2 The power of the Union in connection with its external relations shall, in accordance with this Constitution, be exercised by or on the authority of the Executive.

3 1° Notwithstanding Article 14.2.1°(ii) of this Constitution, all Union delegates to the Annual Congress of the Union of Students in Ireland shall be selected to attend by the Executive, and noted by Student Senate, save where otherwise prescribed by Article 16.2.1°(xi), Article 17.3, Article 18.2.1°(x), and Article 19.3 of this Constitution.

2° The Executive shall regulate the terms and conditions pertaining to all Union delegates attending the Annual Congress.

## **PART II – MEMBERSHIP OF THE UNION**

### **Article 5 – ORDINARY & HONORARY MEMBERSHIP**

1 There shall be two types of membership of the Union, namely; ordinary membership, and honorary membership.

2 Ordinary member, in relation to the Union, means:

- i A person registered as a student by the University, or
- ii A full-time officer of the Union.

3 Honorary member, in relation to the Union, means:

- i a person who was elected to the position of President or Vice President, who was not removed from office and who is no longer an ordinary member of the Union, and
- ii any persons or organisations, conferred with honorary membership by the Executive, subject to confirmation by the Student Senate.

4 1° Any member may choose to disassociate from the Union by notifying the President of the Union in writing of their wish to do so.

2° Upon receipt of such notification the Union shall take steps, insofar as same are within the control or power of procurement of the Union, to remove the student's name and contact details from the electoral register and from the Union's communications database(s).

3° The Union is committed to supporting all students of the University whether or not associated with the Union and will notwithstanding notification of disassociation remains available to support any disassociated student should the student subsequently so wish.

5 The Union does not charge a membership fee and relies on income generation and a block grant allocation from the University to fund its activities.

### **Article 6 – RIGHTS & OBLIGATIONS OF MEMBERS**

- 1 1° All ordinary members of the Union shall have the following rights:
  - i To use facilities and premises that the Union provides as regulated by the Executive.
  - ii To vote in Union elections, subject to this Constitution and Union electoral regulations.
  - iii To run for and hold office in the Union, subject to this Constitution and Union electoral regulations.
  - iv To appeal any action of the Union to the Board of Trustees, or such appropriate representative body as determined by the Board of Trustees.

2° All honorary members of the Union shall have the following rights:

- i To use facilities and premises that the Union provides as regulated by the Executive.

2 1° All ordinary members of the Union shall have the following obligations:

- i To comply with the rules of the Club. A member may have the right to use the facilities and premises of the Union removed if found to be in breach of these rules.
- ii To be always in possession of their student card while on Union premises and to present it on request of any member of Union staff.

2° All honorary members of the Union shall have the following obligations:

- i To comply with the rules of the Club. A member may have the right to use the facilities and premises of the Union removed if found to be in breach of these rules.

## **PART III – GOVERNANCE OF THE UNION**

### **Article 7 – GOVERNANCE OF THE UNION**

- 1 1° Subject to this Constitution, the authority of the governance of the Union shall be vested in, and exercised by, the governance bodies established by this Constitution, namely:
  - i Referendum;
  - ii Board of Trustees;
  - iii Student Senate;

iv Executive

v President.

2° Subject to this Constitution and in derogation from subsection 1° of this section, the authority of the governance of the Union in relation to electoral policy and procedures shall be vested in and exercised by the Electoral Commission.

2 Union Policy may only be altered or revoked at the same or higher level of governance at which it was enacted.

3 1° During any meeting held within the terms of this Constitution, the chairperson of that meeting shall have authority to rule on any matter arising regarding the process of that meeting, subject to any standing orders or terms of reference the representative body may adopt.

2° Any and all such decisions made by the Chairperson may be appealed to the Rules & Procedures Committee.

## **Article 8 – UNION POLICY**

1 1° No form of Union Policy shall supersede any provision of the articles of this Constitution.

2° No form of Union Policy shall supersede any provision in the schedules of this Constitution, except for a policy issued by a Policy Referendum.

2 The Student Senate may alter the Preamble and Schedules of this Constitution by the passing of a motion by a two-thirds majority at a quorate sitting of the Student Senate and such alteration shall come into effect at 1 AM on the morning following the day upon which the result of the motion is declared, or such other time as specified in the relevant motion.

3 There shall be a mechanism by which Union Policy shall be documented.

4 Schedule 1 of this Constitution shall set out the Union's policy structure and the policy-making powers of each representative body.

## **PART IV – THE REFERENDUM**

### **Article 9 – REFERENDUM**

1 A referendum of all the members of the Union shall be the supreme authority on all matters relating to the government and policy of the Union.

2 There shall be three categories of referendum, namely:

- i Constitutional Referendum;
  - ii Policy Referendum; and
  - iii Impeachment Referendum.
- 3 There shall be one means by which to call a referendum, namely a referendum direction ('by direction').
- 4 The President, with the support of the Executive, shall ensure the implementation of any decision made by referendum.
- 5 The Electoral Commission shall be responsible for the regulation of referendums, subject to this Constitution.

#### **Article 10 – CONSTITUTIONAL REFERENDUM**

- 1 A Constitutional Referendum shall be the only means by which the articles of this Constitution may be amended.
- 2 A Constitutional Referendum shall be held to have been approved by the membership of the Union if:
  - i a majority of the votes cast at such referendum shall have been cast in favour of the proposal, and
  - ii not less than 7.5% of the membership of the Union shall have voted in such referendum.
- 3 A constitutional amendment or new constitution approved in a Constitutional Referendum shall remain in effect until altered or replaced by a further Constitutional Referendum or as outlined in the original referendum.

#### **Article 11 – POLICY REFERENDUM**

- 1 A Policy Referendum shall be called to set or amend the policy of the Union in relation to a particular issue or a related set of issues, or to set aside a policy set in a previous Policy Referendum.
- 2 While in effect, a policy set in a Policy Referendum shall be binding on all officers and bodies of the Union, subject to the provisions of this Constitution and the law.
- 3 No Policy Referendum shall be officially recognised by the Union if the referendum is in relation to a topic within the competencies of the Board of Trustees.

4 1° A policy approved in a Policy Referendum shall remain in effect until set aside/ amended by a further Policy Referendum or as outlined in the original referendum.

2° A policy referendum that affiliates the Union with another organisation shall be called by the Returning Officers in accordance with regulations issued by the Electoral Commission.

## **Article 12 – IMPEACHMENT REFERENDUM**

1 An Impeachment Referendum shall be the only means for the vacation of the office of any member of the Executive other than:

- i death,
- ii resignation, or
- iii permanent incapacity,

(a) The Board of Trustees is responsible for deciding if a member of the Executive is permanently incapacitated.

2 1° A proposal by direction to call an impeachment referendum against any member of the Executive shall not be entertained by the Student Senate unless upon a notice of motion in writing signed by not less than two-thirds of the members of the Student Senate.

- i No such proposal shall be adopted by the Student Senate save upon a motion of the Student Senate supported by not less than two-thirds of the total membership thereof.

2° When a charge has been preferred by direction, the Disciplinary Committee of the Board of Trustees shall:

- i investigate the charge, or
- ii cause the charge to be investigated.

3° The member of the Executive that is subject to the charge shall have the right to appear and to be represented at the investigation of the charge.

- i The Union shall not be liable for any costs associated with the representation of the member of the Executive that is subject to the charge, save those costs awarded by a court or tribunal of lawful jurisdiction.

4° After the charge of stated misbehaviour has been investigated, the Speaker of the Student Senate shall receive the report of the Disciplinary Committee of the Board of Trustees and shall either:

- i Facilitate a discussion and vote on the notice of motion, if the Disciplinary Committee has found the charge(s), or part thereof, have been sustained and that the stated misbehaviour was such as to render the member of the Executive unfit to continue in office; or
- ii Postpone indefinitely the notice of motion without discussion and vote, if the Disciplinary Committee has found the charge has not been sustained or that the charge(s), or part thereof, have been sustained but that the stated misbehaviour was not such as to render the member of the Executive unfit to continue in office.

5° If the notice of motion in paragraph i of subsection 4° of this section is adopted by the Student Senate at a validly called and quorate meeting with the support of not less than two-thirds of the members present an Impeachment Referendum may proceed.

- 3 Any person who has been impeached shall be barred from standing for election in the Union for a period of three years from the date of impeachment. This provision shall overturn all electoral mandates.

## **PART V – THE BOARD OF TRUSTEES**

### **Article 13 – THE BOARD OF TRUSTEES**

- 1 There shall be a Board of Trustees to defend the long-term interests of the Union and have oversight and responsibility in relation to the Union’s financial, trading, budgetary and governance matters.
- 2 1° The Board of Trustees has reserved competence in the following areas:
  - i Approve the Strategic Plan,
  - ii Approve the Annual Budget,
  - iii Create a company limited by guarantee to supervise the activities of the Union, and to create its Board of Directors, subject to the following preconditions.
    - (a) Any company created by the Board of Trustees shall remain entirely owned by the Union, and will be responsible to the Union in respect of all matters which come under the control of the company.
    - (b) Notwithstanding any contrary provision in this Constitution, any company formed by the Board of Trustees shall be formed and operated in accordance with the provisions of the Companies Acts.
  - iv Issue policy with regards to:—

- (a) Audits,
- (b) Finance,
- (c) Facilities and services,
- (d) Annual Budget, and
- (e) Governance.

2° The Board of Trustees has exclusive competence in the following areas:

- i Advise and have oversight on the Strategic Plan,
- ii Election Appeals,
- iii Human Resources,
- iv Legal Compliance,
- v Manage and Safeguard the Union's Assets,
- vi Manage, review, and oversee the Union's audit, auditors, and Annual Audited Accounts,
- vii Oversee the operation and development of the Union's facilities and services,
- viii Oversee the Union's finance function,
- ix Review and monitor the compliance with the Annual Budget, and
- x Risk Management.

3° The Board of Trustees may delegate any of its exclusive competencies to the Union's Senior Management Team.

3 1° The membership of the Board of Trustees shall consist of:

- i President,
- ii most immediate past President of the Union, and
- iii not less than five other external members.

2° The members of the Board of Trustees, other than the President may not be ordinary members of the Union.

3° The members of the Board of Trustees (other than the President) shall be appointed by the Executive, but only the President shall be entitled to nominate an individual for appointment to the Board of Trustees.

4° All property, assets, liabilities, and investments of the Union shall be held in trust for the members of the Union by the Board of Trustees. At no stage will the trustees be personally at risk for claims against the Union or the liabilities of the Union. The Union and its members shall indemnify and hold harmless the trustees from all claims, costs, risks, and expenses arising from their position as trustees.

4 1° The Board of Trustees shall elect a chairperson from the external membership of the Board of Trustees.

2° The Board of Trustees shall appoint a Secretary from the Union's staff.

5 1° Attendance at meetings of the Board of Trustees shall be open to all members of the Board of Trustees.

2° Attendance by non-members of the Board of Trustees to meetings of the Board of Trustees shall be by invitation of the Chairperson of the Board of Trustees only.

3° All members of the Board of Trustees shall be voting members.

6 The Board of Trustees shall normally meet at least four times per financial year and as often as required to carry out its function.

7 1° The Board of Trustees may establish subsidiary bodies to which they may delegate competencies.

2° The Board of Trustees shall have the following standing committees:

i Audit & Risk Committee

ii Disciplinary Committee

iii Election Appeals Committee

iv Finance & Governance Committee

3° Details of the subsidiary bodies of the Board of Trustees shall be contained in Appendix A of this Constitution. The Board of Trustees may amend the contents of Appendix A.

8 1° Subject to this Constitution the Board of Trustees, and its subsidiary bodies, shall determine their own procedures.

2° Quorum of the Board of Trustees shall consist of 50% plus one of the membership of the Board of Trustees.

## PART VI – THE STUDENT SENATE

### Article 14 – THE STUDENT SENATE

- 1 The governing body of the Union shall be the Student Senate.
- 2 1° The Student Senate has reserved competence in the following areas:
  - i Amend the Preamble and Schedules of this Constitution.
  - ii Approve all Union delegations.
  - iii Approve nominated Honorary Members.
  - iv Note all appointments made by the Executive and the Board of Trustees.
  - v Note the Annual Audited Accounts.
- 2° The Student Senate has exclusive competence in the following areas:
  - i Advise on the Strategic Plan.
  - ii Approve and oversee the Plan of Work.
  - iii Maintain a record of Union Policy.
- 3° The Student Senate has shared competence in the following areas:
  - i Approve the removal of a member of the Board of Trustees.
  - ii Ensure that this Constitution is upheld and adhered to.
  - iii Issue policy with regards to any area save for the competencies of the:
    - (a) Board of Trustees,
    - (b) Executive, and
    - (c) Electoral Commission.
  - iv To direct, oversee, and hold accountable the Executive on their work.
- 4° The Student Senate is prohibited from practising the following competencies:

- i Mandating the Union to fund any organisation or campaign external to the Union,
  - ii Issuing policy that would involve undertaking any significant expense,
    - (a) No mandate involving Union expenditure shall be laid before the Student Senate for approval or decision unless it is accompanied by an estimate of expenditures prepared by the Union's finance unit.
  - iii Undertaking any measure which would incur expenditure inconsistent with the Union budget.
  - iv Issuing any policy which is in any respect repugnant to this Constitution, or which is unlawful.
- 3 1° The membership of the Student Senate shall consist of the following panels:
- i Executive Panel
  - ii Faculty Assemblies Panel
  - iii Postgraduate Panel
  - iv Interest Group Panel
  - v Independent Panel
- 3° Details of the Student Senate panels shall be set out in Schedule 2 of the Constitution.
- 4 1° The Student Senate shall elect a chairperson, who shall be referred to as the Speaker of the Student Senate.
- i No member of the Union shall be eligible to hold the position of Speaker of the Student Senate.
  - ii The Speaker of the Student Senate shall be appointed by the procedure for the appointment set out in this Constitution and the Standing Orders of the Student Senate, to a one-year term from 1 July to 30 June of the following year.
  - iii There shall be no limit to the number of terms for which an individual may hold the position of Speaker of the Student Senate.
  - iv The procedure for the appointment of the Speaker of the Student Senate shall be set out in Schedule 3 of this Constitution.

- v The Speaker of the Student Senate shall act in an independent capacity and shall abide by the terms of their appointment and the standing orders of the Student Senate.

2° The Student Senate shall elect, from its number, a Deputy Chairperson.

- i The Deputy Chairperson shall be appointed by the procedure for the appointment set out in this Constitution and the Standing Orders of the Student Senate, for a term starting on the date of their appointment to 30 June of the following year.
- ii The Deputy Chairperson shall act as Chairperson if the Speaker is temporarily incapacitated.
- iii The Deputy Chairperson shall act in an independent capacity.

3° The Student Senate shall elect, from its number, a Secretary.

- i The Secretary shall be appointed by the procedure for the appointment set out in this Constitution and the Standing Orders of the Student Senate, for a term starting on the date of their appointment to 30 June of the following year.
- ii The Secretary shall act in an independent capacity.

4° The Student Senate shall elect, from its number, a Vice-Secretary.

- i The Vice-Secretary shall be appointed by the procedure for the appointment set out in this Constitution and the Standing Orders of the Student Senate, for a term starting on the date of their appointment to 30 June of the following year.
- ii The Vice-Secretary shall act as Secretary if the Secretary is temporarily incapacitated.
- iii The Vice-Secretary shall act in an independent capacity.

5 1° Attendance at meetings of the Student Senate shall be open to all members of the Union.

2° Attendance by non-members of the Union to meetings of the Student Senate shall be by invitation of the Speaker of the Student Senate only.

3° All members of the Student Senate shall be voting members, save for the following:

- i Speaker of the Student Senate,
- ii Clerk of the Student Senate, and

iii Clerk-Assistant of the Student Senate.

6 1° The Student Senate shall normally meet six times per academic year, normally with three meetings per semester.

2° The Student Senate shall meet in regular annual sessions that shall commence on 1 July and dissolve on 30 June the following year.

7 All official minutes, agendas, reports, and policies of the Student Senate shall be published on the Union's website, save for any provisions in the Standing Orders of the Student Senate.

8 1° The Student Senate may establish subsidiary bodies to which they may delegate competencies.

2° The Student Senate shall have the following standing committees:

i Constitutional & Representative Review Committee;

ii Rules & Procedures Committee;

iii Search Committee; and

iv Selection Committee.

3° Details of the subsidiary bodies of the Student Senate shall be contained in Schedule 4 of this Constitution. The Student Senate may amend the contents of Schedule 4.

9 1° Subject to this Constitution the Student Senate, and its subsidiary bodies, shall determine their own procedures.

2° Quorum of the Student Senate shall consist of 50% plus one of the membership of the Student Senate.

3° The Speaker of the Student Senate shall cause to have made a seal of the Union which shall be affixed to all required Union documents, including warrants of appointment, certification of impeachment and other technical communications and which shall be held in the office of the Clerk of the Student Senate. The Speaker of the Student Senate shall determine the documents to which the seal shall be affixed.

## **PART VII – THE UNION EXECUTIVE**

### **Article 15 – THE EXECUTIVE COMMITTEE**

- 1 There shall be an Executive Committee, hereinafter referred to as "the Executive", which shall be collectively responsible for the day-to-day running of the representational activities of the Union.
- 2 1° The Executive shall consist of:
  - i Full-Time Officers; and
  - ii Part-Time Officers.

3° No person shall simultaneously hold more than one position on the Executive.
- 3 1° The President shall be the Chairperson of the Executive.

2° The Secretary to the Executive shall be appointed by the Executive from its membership and any Secretary so appointed may be removed by the Executive.
- 4 1° The quorum necessary for the transaction of business shall be 50% plus one of the total membership of the Executive. A duly convened meeting of the Executive at which a quorum is present shall be competent to exercise all or any of the powers vested in the Executive.
- 5 Decisions of the Executive shall be determined by consensus where possible. If, in the opinion of the President, or other person presiding, consensus cannot be reached, a decision shall be made by a majority vote of those present and voting. In the case of a tie, the President, or other person presiding, shall have a second or casting vote.
- 6 The Executive shall meet as often as necessary, but at a minimum:
  - i Once every two weeks during term time; and
  - ii Once every month outside of term time.
- 7 1° Only members of the Executive shall have the right to attend Executive meetings.

2° The Director General and the Secretariat to the Executive shall be in attendance at Executive meetings. Other Union staff may attend for particular agenda items with the approval of the President and the Director General.
- 8 1° The Executive has reserved competence in the following areas:
  - i Approve and have oversight on Executive Operational Plans.
  - ii Approve appointments to the Board of Trustees.

- iii Approve the nominations and appointments, except where the positions are ex officio, to all representative bodies and external bodies. These nominations and appointments shall be on the recommendation of the President.
- iv Collective responsibility for the competencies of each officer.
- v Nominate members of the Board of Trustees for removal.
- vi Nominate people for Honorary Membership.
- vii Write and implement the Plan of Work.
- viii Write and implement the Strategic Plan.
- ix The right to defer the enactment of any policy issued by the Student Senate, where they believe in their absolute discretion, that the decision is contrary to the Constitution or Union policy. The President will refer any such decision in writing within 72 hours of it being made, to the Speaker of the Student Senate, who shall place the matter for decision at the next scheduled meeting of the Student Senate.
- x Issue policy with regards to:
  - (a) The regulation of the processes for delegations and appointments, and
  - (b) Student Centre Operations.

2° The Executive has exclusive competence in the following areas:

- i Oversee the effectiveness of representative bodies.

3° The Executive has shared competence in the following areas:

- i Ensure the implementation of Union Policy.
- ii Manage the Union's relationships with key stakeholders.
- iii Issue statements on behalf of the Union.
- iv Ensure that an efficient crossover between Executive teams occurs.
- v Ensure that this Constitution is upheld and adhered to.
- vi Issue policy with regards to any area save for the competencies of the:
  - (a) Board of Trustees, and

(b) Electoral Commission

9 1° Each member of the Executive shall submit and present an Officer Report to the Student Senate for approval.

2° If an Officer's report is rejected on more than one occasion, the Speaker of the Student Senate shall refer the matter to the Disciplinary Committee of the Board of Trustees, seeking leave to initiate an Impeachment Referendum in accordance with Article 12 of this Constitution.

10 The Executive shall operate in annual sessions commencing on 1 July and concluding on 30 June of the following year.

11 1° The Executive may establish subsidiary bodies to which it may delegate specific competencies.

2° Details of any subsidiary bodies shall be contained in Appendix B of this Constitution. The Executive shall have the power to amend Appendix B as necessary.

3° Subject to this Constitution, the Executive and its subsidiary bodies shall determine their own procedures.

12 The Executive shall be accountable to the Union and shall act in the best interests of the Union and its members.

13 The President shall have plenary powers between meetings of the Executive but shall be accountable to the Executive for any decisions taken.

14 1° Incoming Full-Time Officers shall be required to attend at least one week of crossover training before assuming office.

2° Incoming Officers shall receive remuneration at the same rate as Full-Time Officers for this training, except where an outgoing Full-Time Officer is elected to the same or another Executive position, in which case no additional remuneration shall be payable.

## **PART VIII – THE FULL-TIME OFFICERS OF THE UNION**

### **Article 16 – THE PRESIDENT**

1 The President shall be the CEO, First Officer & Chief Spokesperson of the Union.

2 The President has reserved competence in the following areas:

i Nominate nominees for appointment to the:—

- (a) Board of Trustees
- (b) Electoral Commission
- ii Nominate members for removal from the Board of Trustees.
- iii Draft and ensure strict adherence to the Annual Budget.
- iv Manage the Executive.
- v Ultimate responsibility for the:—
  - (a) competencies of the Executive,
  - (b) administration of the Union,
  - (c) financial affairs of the Union,
  - (d) entertainment provided by the Union,
  - (e) publications of the Union,
  - (f) Strategic development and overall direction of the Union.
- vi Appoint the Deputy President and specify the order of succession amongst the Vice Presidents.
- vii They shall be the *ex officio* chair of all meetings of the Union, except where otherwise explicitly stated in the Constitution but may delegate any of these positions to another member of the representative body.
- viii Plenary powers between meetings of the Executive to fulfil the aims and objectives of the Union, but shall be responsible to the Executive and the Student Senate for these actions.
- ix The right of attendance and address at all meetings established within the terms of this Constitution.
- x They shall be, *ex officio*, a member of the University's Governing Authority and Academic Council.
  - (a) They shall endeavour to sit on relevant committees and sub-committees of the University.

- xii Act as a liaison between the Executive and the Board of Trustees.
  - xi For the time that the Union is a member organisation of the Union of Students in Ireland, the President shall be the principal delegate and spokesperson to the National Council and Annual Congress of the Union of Students in Ireland.
- 3 The President has exclusive competence in the following areas:
- i Manage the Union's Staff.
  - ii Draft the Union's Operational Plan
  - iii They shall be responsible for leading all national campaigns on behalf of the Union.
  - iv Maintain a record of all boards, committees and other bodies within the University, and the Union representation at each.
    - (a) Ensure that this record is included in any crossover document compiled for the training and reference of their successor.
- 4 The President has shared competence in the following areas:
- i Ensure the implementation of Union Policy.
  - ii Manage the Union's relationships with key stakeholders.
  - iii Issue statements on behalf of the Union.
  - iv Ensure that an efficient crossover between Executive teams occurs.
  - v Ensure that this Constitution is upheld and adhered to.
  - vi Issue policy with regards to any area save for the competencies of the:
    - (a) Board of Trustees, and
    - (b) Electoral Commission.

## **Article 17 – VICE PRESIDENT OF ACADEMIC AFFAIRS**

- 1 The Vice President Academic Affairs shall be responsible for dealing with issues of academic affairs and general academic advancement of the student body of the University.
- 2 The Vice President Academic Affairs shall be responsible:
  - i Dealing with all academic-related casework by:

- (a) Acting as a point of peer-provided guidance, and
  - (b) Acting as a listening & referral service.
- ii Updating members on changes in the education system or changes within the educational structure of the University which are relevant to students.
  - iii Implementing educational policies and campaigns.
  - iv the maintenance of an effective Student Academic Representative system and
  - v Faculty Assemblies, to include coordination of training and development for Academic Representatives.
  - vi Attending all meetings of committees of which they are a member and coordinate and maximise student representation on other appropriate academic structures.
  - vii Representing the needs of students by campaigning at both local and national level.
  - viii Developing educational policies and campaigns.
- 3 For the time that the Union is a member organisation of the Union of Students in Ireland, be a delegate to the National Council and Annual Congress of the Union of Students in Ireland.

## **Article 18 – VICE PRESIDENT OF WELFARE**

- 1 The Vice President Welfare shall be responsible to the President for issues relating to student welfare, wellbeing, and the protection of students' rights within the University.
- 2 The Vice President Welfare has reserved competence in the following areas:
  - i To provide peer-supported guidance and a listening and referral service to members of the Union.
  - ii To consult, in strict confidence, with members in the event of welfare-related issues and to represent individuals, when requested, at the relevant body or authority within the University.
  - iii To ensure the dignity and defence of the rights of the membership of the Union within the University in matters relating to welfare, wellbeing, and student protection.
  - iv To be responsible for the planning and implementation of at least two (2) welfare campaigns per academic year, which may include, but shall not be limited to, campaigns on mental health, sexual health, and financial wellbeing.

- v To be responsible for reviewing and implementing welfare policies, supports, and campaigns as adopted by the Union.
- vi To work to ensure that effective procedures are in place within the University, and adhered to, for members experiencing hardship, distress, or crisis situations.
- vii To work with the University to ensure the provision of effective health promotion and wellbeing initiatives.
- viii To undertake a programme of relevant training prior to the commencement of the first semester, including welfare, safeguarding, and trauma-informed practice.
- ix To endeavour to attend all meetings of committees of which they are a member and to represent the welfare and wellbeing interests of students.
- x For the time that the Union is a member organisation of Aontas na Mac Léinn in Éirinn, the Vice President Welfare shall be a delegate to the Comhairle Náisiúnta and Annual Comhdháil of Aontas na Mac Léinn in Éirinn.

3 The Vice President Welfare shall have shared competence in the following areas:

- i To collaborate closely with the Vice President Equity & Inclusion to ensure that all welfare, equity, and inclusion initiatives are coordinated, mutually reinforcing, and reflect the principles of equity, accessibility, and inclusivity.
- ii To consult and work jointly with the Vice President Equity & Inclusion on matters where welfare, equity, and inclusion intersect, including but not limited to discrimination, harassment, accessibility, gender-based violence, and mental health.
- iii To endeavour to represent the welfare, equity, and inclusion needs of students at both local and national levels in collaboration with the Vice President Equity & Inclusion and other relevant officers.

## **Article 19 – VICE PRESIDENT OF EQUITY & INCLUSION**

- 1 The Vice President Equity & Inclusion shall be responsible to the President for the promotion of equality, equity, inclusion, and representation of all student cohorts within the University community.
- 2 The Vice President Equity & Inclusion has reserved competence in the following areas:
  - i To provide peer-supported guidance and a listening and referral service to members of the Union.

- ii To consult, in strict confidence, with members who experience discrimination or exclusion within the Union or University and to represent individuals, when requested, at the relevant body or authority within the University.
- iii To ensure that procedures and practices are in place to protect students from discrimination on the grounds of gender, marital status, family status, sexual orientation, religion, political belief, age, nationality, disability, race, and membership of the Traveller community.
- iv To be responsible for the planning and implementation of at least three (3) equity and inclusion campaigns per academic year, which may include, but shall not be limited to, campaigns on cultural celebration, anti-discrimination, accessibility, and representation.
- v To be responsible for reviewing and implementing equity and inclusion policies and campaigns as adopted by the Union.
- vi To work to ensure that effective procedures and practices are in place within the University, and adhered to, to protect members from discrimination, exclusion, or inequitable treatment.
- vii To work with the University to ensure the provision of inclusion-based initiatives, including cultural, accessibility, and identity-based events.
- viii To undertake a programme of relevant training prior to the commencement of the first semester, including equity, diversity, inclusion, and cultural competency.
- ix To endeavour to attend all meetings of committees of which they are a member and to represent the equity and inclusion interests of students.
- x For the time that the Union is a member organisation of Aontas na Mac Léinn in Éirinn, the Vice President Equity & Inclusion shall be a delegate to the Comhairle Náisiúnta and Annual Comhdháil of Aontas na Mac Léinn in Éirinn.

3 The Vice President Equity & Inclusion shall have shared competence in the following areas:

- i To collaborate closely with the Vice President Welfare to ensure that all equity, inclusion, and welfare initiatives are coordinated, mutually reinforcing, and responsive to the needs of students.
- ii To consult and work jointly with the Vice President Welfare on matters where equity, inclusion, and welfare intersect, including but not limited to discrimination, harassment, accessibility, gender-based violence, and mental health.

- iii To endeavour to represent the equity, inclusion, and welfare needs of students at both local and national levels in collaboration with the Vice President Welfare and other relevant officers.

## **Article 20 – VICE PRESIDENT OF STUDENT LIFE**

- 1 The Vice President Student Life shall be responsible for promoting engagement with extracurricular activities involving volunteering, community engagement and events.
- 2 The Vice President Student Life shall be responsible for:
  - i The training and development of MSU volunteers.
  - ii Maintaining a full and up-to-date list of all Collaborations, Sponsors, Clubs and Societies and their contact information.
  - iii Aiding and advising students, representatives, and officers on the organization of events and other activities.
  - iv Encouraging membership engagement with their union.
  - v Endeavoring to sit on all committees relevant to Student Life and Engagement at both Union and University level.
  - vi Ensuring the Unions involvement in the management and running of relevant campus-wide events relating to student life
  - vii Liaising with the Executive on matters relating to the advertisement and promotion of Union activities and entertainment
  - viii In conjunction with the Entertainments Committee, overseeing the running of all Union activities and entertainment
  - ix Acting as a spokesperson for the Union on matters regarding the development of student entrepreneurship and volunteering.
  - x Fundraising towards charitable purposes and goals.
- 3 For the time that the Union is a member organization of the Union of Students in Ireland, the Vice President Student Life shall be a delegate to the National Council and Annual Congress of the Union of Students in Ireland.

## **PART IX – STUDENT ACADEMIC REPRESENTATION**

### **Article 21 – THE FACULTY ASSEMBLIES**

- 1 There shall be Faculty Assemblies to provide a forum for discussion, advice, and policy development on all issues of relevance to a particular faculty.
- 2 1° There shall be the following Faculty Assemblies:
  - i Art & Humanities Faculty Assembly;
  - ii Social Sciences Faculty Assembly;
  - iii Science & Engineering Faculty Assembly;
  - iv St. Patrick's Pontifical University Assembly.
- 2° Without prejudice to subsection 1°, Faculty Assemblies shall be created and stand dissolved in line with the creation and dissolution of faculties within the University's structures.
- 3 Each Faculty Assembly has shared competence in the following areas:
  - i Advise the Faculty Convenor on issues of particular relevance to the students of the Faculty.
  - ii Aid the Faculty Convenor in developing policy in relation to issues of particular relevance to the students of the Faculty.
- 4 The membership of a Faculty Assembly shall consist of:
  - i Vice President Academic Affairs;
  - ii The relevant Faculty Convenor;
  - iii The Academic Representatives of the Faculty, as set out in Appendix C.
    - (a) Each Faculty Assembly may amend the content of Appendix C.
- 5 1° The Faculty Convenor shall be the chairperson of the Faculty Assembly.
  - 2° The Faculty Assembly shall elect a Deputy Chairperson of the Faculty Assembly.
  - 3° The Faculty Assembly shall elect a Secretary of the Faculty Assembly.
- 6 1° Attendance at meetings of the Faculty Assemblies shall be open to all members of the Faculty Assembly.
  - 2° Attendance by non-members of the Faculty Assembly to meetings of the Faculty Assembly shall be by invitation of the Faculty Convenor only.

3° All members of the Faculty Assembly shall be voting members.

7 The Faculty Assembly shall normally meet six times per academic year, normally with three meetings per semester.

8 1° The Faculty Assemblies may establish subsidiary bodies to which they may delegate competencies.

2° Details of the subsidiary bodies of the Faculty Assemblies shall be contained in Appendix D of this Constitution. The Faculty Assemblies may amend the contents of Appendix D.

9 1° Subject to this Constitution the Faculty Assemblies, and their subsidiary bodies, shall determine their own procedures.

2° Quorum of the Faculty Assemblies shall consist of one-third of the Faculty Assembly membership.

## **Article 22 – STUDENT ACADEMIC REPRESENTATIVES**

1 There shall be Student Academic Representatives who shall act as the official representative of a cohort of students divided by class, module, programme, or course.

2 The responsibilities of Student Academic Representatives shall be set out in Appendix E of this Constitution.

## **PART X – THE ELECTORAL ORGANISATION**

### **Article 23 – THE ELECTORAL COMMISSION**

1 There shall be an Electoral Commission to regulate and oversee Union elections and referendums.

2 The Electoral Commission shall have the following functions:

- i To provide impartial explanations to the members of the Union on the subject matter of referendums.
- ii To review the positions and constituencies for the election of members to the Executive and the Student Senate and to report its findings and recommendations to the Executive and the Student Senate.
- iii To conduct research on electoral policy and procedures and to make recommendations to the Executive as it deems appropriate.

- iv To provide members of the Union with information on electoral processes, including referendums, and to promote participation in the electoral and democratic processes of the Union.
  - v To maintain and oversee the electoral register to ensure its accuracy and integrity.
  - vi To establish, maintain, and enforce regulations governing the conduct of Executive elections, Student Senate elections, and referendums, including but not limited to, provisions relating to nomination procedures, campaigning, campaign expenditure, online and offline advertising, the investigation and imposition of sanctions for breaches of electoral rules, and the appeals process in respect of election and referendum results.
- 3 1° The Electoral Commission shall comprise not more than 9 and not less than 5 members:
- i a chairperson (in this Constitution referred to as the “Commissioner”);
  - ii 2 *ex officio* members;
  - iii not less than 2 and not more than 6 ordinary members of the Commission.
- 2° The appointment of a person to be the Commissioner and the appointment of a person to be an ordinary member of the Commission shall, upon the nomination of the President, be made by the Executive.
- 3° Each of the following shall, *ex officio*, be a non-voting member of the Commission:
- i the Returning Officer;
  - ii the Director General.
- 4° The Electoral Commission shall appoint from its membership a Deputy Chairperson of the Electoral Commission.
- 5° The Electoral Commission shall appoint from the Union’s Secretariat a Secretary of the Electoral Commission.
- 4 1° Attendance at meetings of the Electoral Commission shall be open to all members of the Electoral Commission.
- 2° Attendance by non-members of the Electoral Commission to meetings of the Electoral Commission shall be by invitation of the Chairperson of the Electoral Commission only.
- 3° All members of the Electoral Commission shall be voting members.
- 5 The Electoral Commission shall normally meet four times per academic year, normally with two meetings per semester.

6 1° The Electoral Commission may establish subsidiary bodies to which they may delegate competencies.

2° Details of the subsidiary bodies of the Electoral Commission shall be contained in Appendix F of this Constitution. The Electoral Commission may amend the contents of Appendix F.

7 1° Subject to this Constitution the Electoral Commission, and its subsidiary bodies, shall determine their own procedures.

2° Quorum of the Electoral Commission shall consist of 50% plus one of the Electoral Commission membership.

## **Article 24 – THE RETURNING OFFICER TEAM**

1 There shall be a Returning Officer for the Union, who shall be responsible for the fair, impartial, and effective conduct of all Executive elections, Student Senate elections, and referendums.

2 The Returning Officer shall oversee all Executive electoral procedures, Student Senate electoral procedures and Referendum procedures, ensure the proper administration of elections and referendums, ascertain and declare the results, and provide a formal return of elected persons and referendum outcomes to the Electoral Commission.

3 The Returning Officer shall be appointed by the Electoral Commission.

4 The Returning Officer may appoint the following officers as necessary to support the administration of elections and referendums:

i A Deputy Returning Officer to assist in the performance of duties and act in the Returning Officer's place when required.

ii Assistant Returning Officers to support the administration of elections and referendums.

iii Acting Returning Officers to serve on a temporary basis in the event of a vacancy or where additional support is needed.

5 No member of the Returning Officer Team shall:

i Be a candidate in any election.

ii Actively campaign for or against any candidate or referendum position.

iii Hold a staff position in the University during their term of office.

- 6 The Returning Officer shall act independently and impartially at all times and shall not be subject to direction from any officer, committee, or body of the Union in the execution of their duties.

## Article 25 – ELECTORAL PROCEDURE

- 1 The same Executive and Student Senate shall not continue for a longer period than one year from 1 July.
- 2 1° An Executive election and Student Senate election shall be conducted in accordance with this Constitution and electoral regulations and the poll shall be taken according to the principle of proportional representation, each elector having one transferable vote.  
2° A “transferable vote” means a vote which is —
  - i capable of being given so as to indicate the voter’s preference for the candidates in order, and
  - ii capable of being transferred to the next choice when the vote is not required to give a prior choice the necessary quota of votes, or when, owing to the deficiency in the number of the votes given for a prior choice, that choice is excluded from the list of candidates.
- 3 A member of the Union shall not be entitled to have their name inserted on a ballot paper as a candidate at an Executive election or Student Senate election unless they have been nominated in the manner provided by the electoral regulations and their nomination paper has been ruled as valid by the returning officer.
- 4 The returning officer shall rule on the validity of each nomination paper but only if, they considers that it is not properly made out or signed.
- 5 1° No nomination paper for a candidate seeking election to the Executive positions of: —
  - i President,
  - ii Vice President Academic Affairs,
  - iii Vice President Welfare,
  - iv Vice President Equity & Inclusion, and
  - v Vice President Student Life,

can be ruled as valid by the returning officer save for the candidate’s agreeance to the Terms and Conditions of Officership.

2° The Terms and Conditions of Officership shall be developed and approved by the Board of Trustees.

6 In elections to the Executive positions a ballot paper shall include as an option the statement "Re-open Nominations". If "Re-open Nominations" is chosen in an election, the position shall be declared unfilled and a bye-election shall be held.

7 1° Where a Full-Time Executive seat is vacant in the: —

- i first semester, and if, in the opinion of the Returning Officer, a bye-election can be validly called in accordance with regulations issued by the Electoral Commission, a bye-election shall be held to fill the vacant seat. If there is not sufficient time nor resources to hold a bye-election, the seat shall remain vacant until the next general election and the responsibilities of that Officer shall be split between the members of the Executive in a manner as prescribed by the Executive.
- ii second semester, the seat shall remain vacant until the next general election and the responsibilities of that Officer shall be split between the members of the Executive in a manner as prescribed by the Executive.

2° Where a Part-Time Executive seat is vacant in the: —

- i first semester, if in the opinion of the Returning Officer there is sufficient time and resources to administrate a bye-election, a bye-election shall be held to fill the vacant seat. If there is not sufficient time nor resources to hold a bye-election, the President shall nominate and the Student Senate shall appoint an ordinary member of the Union to fill the vacancy.
- ii second semester, the President shall nominate and the Student Senate shall appoint an ordinary member of the Union to fill the vacancy.

3° Where a directly elected Student Senate seat, with the exception of the First Year Senator position, is vacant in the: —

- i first semester, if in the opinion of the Returning Officer there is sufficient time and resources to administrate a bye-election, a bye-election shall be held to fill the vacant seat. If there is not sufficient time nor resources to hold a bye-election, the President shall nominate and the Student Senate shall appoint an ordinary member of the Union to fill the vacancy.
- ii second semester, the President shall nominate and the Student Senate shall appoint an ordinary member of the Union to fill the vacancy.

4° For the time being that there is a First Year Senator position on the Student Senate this subsection shall apply. Where the First Year Senator position is vacant in the: —

- i first semester, a general election of the position shall be held. If a general election has already been held for the position the President shall nominate and the Student Senate shall appoint an ordinary member of the Union to fill the vacancy.
- ii second semester, the President shall nominate and the Student Senate shall appoint an ordinary member of the Union to fill the vacancy.

5° Where a non-directly elected Student Senate seat is vacant the appointment process for that seat shall commence immediately.

8 1° Nothing in this Constitution shall prevent the possibility of online or electronic voting.

2° The Electoral Commission shall regulate the usage of online or electronic voting.

3° All other Union elections shall be by means of first-past-the-post.

9 1° Any ordinary member of the Union who has a reason to believe that there was an irregularity of any kind regarding the conduct of an Executive election or Student Senate election shall have the right to appeal the results of the Executive election or Student Senate.

2° The appeals process shall be regulated by the Electoral Commission.

10 No Executive election or Student Senate election shall be declared invalid by reason of a non-compliance with any provision contained in this Constitution or electoral regulation or any mistake in the use of forms provided for in this Constitution, or in regulations made thereunder, if it appears to the Election Appeal Committee that the Executive election or Student Senate election was conducted in accordance with the principles laid down in this Constitution and/or electoral regulation taken as a whole and that such non-compliance or mistake did not affect the result of the election.

11 Subject to the foregoing provisions of this Article, elections shall be regulated by the Electoral Commission and shall be interpreted by the Returning Officer.

## **PART XI – TERMS OF OFFICERSHIP**

### **Article 26 – TERMS OF OFFICE**

1 Members of the Student Senate: —

- i directly elected at a general election to the Student Senate will be elected to a one-year term from 1 July to 30 June of the following year.
- ii directly elected at a bye-election to the Student Senate will be elected to a term starting on the date of their election to 30 June of the following year.

- iii not directly elected to the Student Senate will be elected to a term starting on the date of their election to 30 June of the following year.
- iv co-opted to the Student Senate will be appointed to a term starting on the date of their co-option to 30 June of the following year.

2 Members of the Executive: —

- i elected at a general election to the Executive will be elected to a one-year term from 1 July to 30 June of the following year.
- ii elected at a bye-election to the Executive will be elected to a term starting on the date of their election to 30 June of the following year.
- iii co-opted to the Executive will be appointed to a term starting on the date of their co-option to 30 June of the following year.
- iv No individual may serve for more than two terms in any one part-time officer position and no more than three terms in any combination of part-time officer positions.
- v No individual may serve for more than two terms in any one sabbatical/full-time position and no more than three terms in any combination of sabbatical positions.

3 Members of Faculty Assemblies: —

- i elected at a general election to one of the Faculty Assemblies will be elected to a one-year term from 1 July to 30 June of the following year, where the election takes place in the second semester, and will be elected to a term starting on the date of their election to the 30 June of the following year, where the election takes place in the first semester.
- ii elected at a bye-election or co-opted to one of the Faculty Assemblies will be elected/appointed to a term starting on the date of their election/co-option to the 30 June of the following year.

## Article 27 – RESIGNATIONS

1 1° The resignation of any member of a representative body shall take effect if the member failed to attend two consecutive meetings of the representative body, without submission of their apologies to the Secretary of the representative body in advance of the meeting.

2° The member in question may be reinstated on appeal by agreement of the Chairperson of the representative body, where such absence is caused by justifiable circumstances which have been explained to and accepted by the Chairperson of the representative body.

- 2 Any member of the Board of Trustees may voluntarily resign their membership thereof by notice in writing to the Secretary of the Board of Trustees and such resignation shall take effect upon receipt of the notice by the Secretary who shall as soon as may be inform the Board of Trustees and the Executive.
  
- 3 1° Any member of the Student Senate, other than members of the Executive Panel, may voluntarily resign their membership thereof by notice in writing to the Clerk of the Student Senate and such resignation shall take effect upon receipt of the notice by the Clerk who shall as soon as may be inform the Student Senate and the Executive.  
  
 2° The Speaker of the Student Senate, Deputy Chairperson, Secretary, and Vice-Secretary may voluntarily resign their membership thereof by notice in writing to the Clerk of the Student Senate and such resignation shall take effect upon receipt of the notice by the Clerk who shall as soon as may be inform the Student Senate and the Executive.
  
- 4 1° Any Vice President or Part-Time Officer of the Executive may voluntarily resign their membership thereof by notice in writing to the President of the Executive and such resignation shall take effect upon receipt of the notice by the President who shall as soon as may be inform the Executive.  
  
 2° The President of the Executive may voluntarily resign their membership thereof by notice in writing to either the Secretary of the Executive, Speaker of the Student Senate, or the Chairperson of the Board of Trustees and such resignation shall take effect upon receipt of the notice by the Secretary, Speaker, or Chairperson who shall as soon as may be inform the Executive.
  
- 5 Any member of the Electoral Commission may voluntarily resign their membership thereof by notice in writing to the Secretary or Chairperson of the Electoral Commission and such resignation shall take effect upon receipt of the notice by the Secretary who shall as soon as may be inform the Electoral Commission and the Executive.
  
- 6 Any member of a subsidiary body may voluntarily resign their membership thereof by notice in writing to the President of the Executive and such resignation shall take effect upon receipt of the notice by the President who shall as soon as may be inform the relevant representative body and the Executive.
  
- 7 Any member of the Returning Officer Team may voluntarily resign their membership thereof by notice in writing to the Secretary of the Electoral Commission and such resignation shall take effect upon receipt of the notice by the Secretary who shall as soon as may be inform the remaining members of the Returning Officer Team, Electoral Commission, and the Executive.

## **Article 28 – REMOVAL FROM OFFICE**

- 1 Any member of the Board of Trustees may be removed from office before the expiry of their term through the passage of two concurrent Motions to Remove:

- i Approved by a two-thirds majority of the Student Senate membership present and voting at a validly convened meeting, and
  - ii Approved by a two-thirds majority of the Executive membership present and voting at a validly convened meeting.
- 2 1° Any member of the Student Senate, except those serving on the Executive Panel, may be removed from office before the expiry of their term.  
  
2° A Motion to Remove must be:
  - i Tabled at a validly convened and quorate meeting of the Student Senate, and
  - ii Approved by a two-thirds majority of those present and voting at the same meeting.
- 3° The Speaker of the Student Senate, Deputy Chairperson, Secretary, and Vice-Secretary may only be removed from office before the expiry of their term if:
  - i A Motion to Remove is approved by a two-thirds majority of the Student Senate present and voting, and
  - ii At least one month's notice of the motion has been given.
- 4° The portion of the meeting considering the Motion to Remove the Speaker of the Student Senate shall be chaired by the Chairperson of the Electoral Commission or their nominee.
- 3 A member of the Executive may only be removed from office before the expiry of their term by an Impeachment Referendum, which shall be the sole mechanism for removal other than:
  - i Death,
  - ii Resignation, or
  - iii incapacity.
- 4 Any member of the Electoral Commission may be removed from office before the expiry of their term through a Motion to Remove, approved by a two-thirds majority of the Student Senate membership present and voting at a validly convened meeting.
- 5 Any member of a subsidiary body may be removed from office before the expiry of their term through a Motion to Remove, approved by a two-thirds majority of the membership of the subsidiary body's principal body present and voting at a validly convened meeting.
- 6 1° The Chief Returning Officer may be removed from office before the expiry of their term through a Motion to Remove, approved by a two-thirds majority of the membership of the Electoral Commission present and voting at a validly convened meeting.

2° The other members of the Returning Officer Team may be removed from office before the expiry of their term by a decision of the Returning Officer, communicated to the Electoral Commission.

- 7 This Article does not authorise the removal of any person from holding a position in the Union for life.

## **PART XII – THIS CONSTITUTION**

### **Article 29 – THIS CONSTITUTION**

- 1 This Constitution shall surpass all previous constitutions and all previous constitutions are hereby revoked.
- 2 1° The first interpreter of the Constitution shall be the President of the Union.
- 2° Any interpretation made by the President may be appealed to the Board of Trustees.
- 3° The Board of Trustees shall be the final tribunal of appeal within the Union and the final interpreter of the Constitution.
- 3 The Articles of the Constitution may only be amended by a Constitutional Referendum called in accordance with this Constitution.
- i Any changes to the Articles of this Constitution shall require a simple majority in a validly called Constitutional Referendum and shall come into effect at 1 AM on the morning following the day upon which the result of the relevant Constitutional Referendum is declared, or such other time as specified in the relevant referendum.
- 4 Any changes to the Schedules of this Constitution may be at a validly called and quorate meeting of the Student Senate.
- i Any changes to the Schedules of this Constitution shall require a two-thirds majority in a quorate meeting of the Student Senate and shall come into effect at 1 AM on the morning following the day upon which the result of motion is declared, or such other time as specified in the relevant motion.
- 5 1° On amendment of this Constitution, the President shall make such alterations as are necessary and shall cause to be prepared a full version of this Constitution containing all amendments.
- 2° Such alterations shall be confirmed at a meeting of the Electoral Commission, to take place as soon as practicable after the passing of the limitation periods for appeals against the result of the Referendum. The Electoral Commission shall certify the amended version of this Constitution.

- 6 A certified Constitution shall be kept by the President as the Official Constitution of the Union.
- 7 1° Where a conflict occurs between a Schedule or an Appendix and an Article of the Constitution, the Articles of the Constitution shall take precedence.
- 8 1° The President shall be ultimately responsible for ensuring the Union's compliance with this Constitution.  
2° The levels of compliance may be recorded by the President.

## SCHEDULES

### PART I – UNION POLICY

#### Schedule 1 – UNION POLICY

6 The hierarchy of the Policy of the Union shall fall under the following headings in hierarchical order, namely:

- i Articles of this Constitution,
- ii Policy Referendum Mandate,
- iii Schedules of this Constitution,
- iv Policy Documents,
- v Mandates,
- vi Regulation,
- vii Directives,
- viii Decisions,
- ix Recommendations.

3° If it is the case that two or more policies, which are different types of policy, are conflicting in substance, the policy which is of a higher hierarchal level in subsection 1° of this section, shall prevail, regardless of which representative body issued the policy.

4° If it is the case that two or more policies, which are the same type of policy, that were issued by different representative bodies of the Union, are conflicting in substance, the policy issued by the representative body of the Union that is of a higher hierarchical level in the governance of the Union hierarchy, shall prevail.

5° If it is the case that a policy issued by a representative body of the Union contradicts a policy, that is the same type of policy that was previously issued by the same representative body of the Union, the most recently issued policy shall prevail.

6° Each representative body of the Union that can issue a policy may only do so if the policy being issued is pertaining to the competencies of that representative body.

2 1° An Article of this Constitution, hereinafter referred to as an 'Article', is a form of Constitutional Policy.

2° An Article cannot be altered by any means with the exception of a Constitutional Referendum.

3° An Article supersedes all other forms of Union Policy.

3 1° A Policy Referendum Mandate is the type of policy created from a Policy Referendum. The policy is binding and supersedes all provisions in the Schedules of the Constitution, but not the Articles of the Constitution.

2° Policy Referendum Mandates can only be issued by a Policy Referendum.

4 1° A Schedule of this Constitution, hereinafter referred to as a 'Schedule', is the second form of Constitutional Policy.

2° A Schedule may be altered by:

- i A Constitutional referendum, or
- ii An amendment passed by the Student Senate.

5 1° A Policy Document is a binding course of action or a set of principles adopted by the Union.

2° Policy Documents can be issued by the Board of Trustees only.

6 1° A mandate is a binding order or set of principles issued by the Student Senate or the Executive that binds the Executive to complete it.

2° Mandates can be issued by the:

- i Student Senate, and
- ii Executive.

(a) Mandates issued by the Executive must be ratified by the Student Senate at the next sitting of the Student Senate, if the mandate is not ratified at that sitting the mandate shall cease to take effect. A mandate which is similar in substance to the mandate that was not ratified by the Student Senate may not be issued by the Executive again in the session of the Student Senate that the non-ratified mandate was issued unless granted express permission by the Student Senate.

3° Notwithstanding subsection 5° of section 1 of this schedule and in extraordinary circumstances, the Executive may issue a mandate that is pertaining to the remit of the Student Senate.

4° A Mandate shall lapse:

- i three years after the date of its issuance.
  - ii as outlined in the Mandate; or
  - iii if it is altered or revoked.
- 7 1° A regulation is a binding set of detailed rules issued by a representative body of the Union that regulates the duties and affairs of a specified group of people, service, or facility.  
2° Regulations can be issued by all representative bodies of the Union.
  - i All representative bodies may only issue a regulation that regulates the originating representative body's internal affairs and procedures, with the exception of the Electoral Commission, Board of Trustees, and the Executive.
  - ii The Electoral Commission may regulate their internal affairs and procedures and the rules and procedures surrounding Union Elections, with the exception of electoral appeals.
    - (a) Notwithstanding subsection 4° of section 1 of this Schedule, any regulation issued by the Electoral Commission may only be revoked or altered by the Electoral Commission, and if it is the case that a regulation issued by the Electoral Commission is conflicting in substance with a regulation issued by another representative body of the Union, the regulation passed by the Electoral Commission shall prevail.
  - iii The Board of Trustees and the Executive may issue regulations that regulate their internal affairs and procedures, and regulations that pertain to their respective competencies.
- 3° Regulations may only be issued to enforce the provisions contained in the following types of Union Policy:
  - i Article of this Constitution,
  - ii Policy Referendum Mandate,
  - iii Schedule of this Constitution,
  - iv Policy Document,
  - v Mandate.
- 8 1° A directive is a binding order made by one governance or principle body, with the exception of a referendum, to a subsidiary body that reports to a governance or principle body.

2° Directives can be issued by:

- i A principle body of the Union to a subsidiary body that reports directly to it, and
- ii The President.
  - (a) The President may issue a directive to any subsidiary body that reports directly to the Executive. This directive must be ratified by the Executive at the next meeting of the Executive, if the directive is not ratified at that meeting the directive shall cease to take effect. A directive which is similar in substance to the directive that was not ratified by the Executive may not be issued by the President again in the session of the Student Senate that the non-ratified directive was issued, unless granted express permission by the Executive.

3° The following representative bodies may not be issued a directive:

- i All principle bodies of the Union,
- ii Disciplinary Committee
- iii Electoral Appeals Committee,
- iv Search Committee,
- v Selection Committee,

4° The Rules & Procedures Committee may not be issued a directive that is pertaining to an appeal of a ruling of any chairperson.

9 1° A decision is a formal action by a representative body or the President concerning, inter alia:

- i Appointments,
- ii Administrative matters,
- iii Procedural matters, and
- iv The adoption of a text representing the consensus of the members of a given representative body or the President.

3° Decisions issued by:

- i governance bodies,

- ii the Electoral Commission, or
- iii subsidiary bodies that report to a governance body may be binding on the issuing body or on representative bodies that are affected by the competencies of the issuing body.

4° Decisions issued by;

- i Principle bodies that are not governance bodies, except for the Electoral Commission, or
- ii subsidiary bodies that do not report to a governance body,

may be binding on the issuing body only.

5° Decisions issued by the President may be pertaining to the:

- i President's competencies, or
- ii Executive's competencies.

(a) Decisions issued by the President that pertain to the Executive's competencies must be ratified by the Executive at the next meeting of the Executive, if the decision is not ratified at that meeting the decision shall cease to take effect. A decision which is similar in substance to the decision that was not ratified by the Executive may not be issued by the President again in the session of the Student Senate that the non-ratified decision was issued.

10 1° A recommendation is a non-binding suggestion or proposal issued by a representative body or Executive Officer to another representative body or Executive Officer.

2° Recommendations may be issued by:

- i any representative body of the Union, except for a subsidiary body that does not report directly to a governance body, and
- ii any member of the Executive.

3° Notwithstanding subsection 5° of section 1 of this schedule, a recommendation may be issued without it pertaining to the competencies of the originating representative body or Executive Officer.

11 1° There shall be a Policy Manual to record all Policy Referendum Mandates and all mandates issued or ratified by the Student Senate.

2° The Policy Manual shall be managed and regulated by the President with the aid of the Executive.

- 12 The President shall be required to sign all Union Policy issued by the Student Senate within seven days of its issuance. Within the seven days, the President may veto said policy by alerting the Speaker of the Student Senate in writing that of their intention to veto said policy. Policies vetoed by the President shall be returned to the Student Senate, and with a vote of two-thirds, the veto of the President may be overridden. Should the President fail to sign or veto within seven days, the policy shall be enacted.

## **PART II – ANCILLARY MATTERS RELATING TO THE STUDENT SENATE**

### **Schedule 2 – DETAILS OF THE STUDENT SENATE PANELS**

- 1 Membership of the Student Senate shall consist of the following:

1° Executive Members

- i MSU President, *ex officio*
- ii Vice President Academic Affairs, *ex officio*
- iii Vice President Welfare, *ex officio*
- iv Vice President Equity & Inclusion, *ex officio*
- v Vice President Student Life, *ex officio*
- vi Arts & Humanities Faculty Convenor, *ex officio*
- vii Social Sciences Faculty Convenor, *ex officio*
- viii Science & Engineering Faculty Convenor, *ex officio*
- ix St. Patrick's Pontifical University Convenor, *ex officio*
- x Postgraduate Representative, *ex officio*
- xi Doctoral Postgraduate Representative, *ex officio*
- xii Oifigeach na Gaeilge (Irish Language Officer), *ex officio*
- xiii Equality Officer, *ex officio*
- xiv Environmental Officer, *ex officio*

2° Faculty Assembly Members

- i Three Academic Representatives from the Arts & Humanities Faculty Assembly
- ii Three Academic Representatives from the Social Sciences Faculty Assembly
- iii Three Academic Representatives from the Science & Engineering Faculty Assembly

#### 3° Postgraduate Panel

- i Two Taught Postgraduate Senators
- ii Two Research Postgraduate Senators

#### 4° Interest Group Members

- i Accommodation Senator
- ii Active Citizenship Senator
- iii Campus Life Senator
- iv Charity Senator
- v Clubs Senator
- vi Community Senator
- vii Commuter Senator
- viii DARE Senator
- ix Ethnic Diversity Senator
- x First Year Senator
- xi Froebel Senator
- xii Gender Equality Senator
- xiii Environmental Sustainability Senator
- xiv HEAR Senator
- xv International Student Senator
- xvi LGBTQ+ Senator

- xvii Mature Student Senator
- xviii Mental Health Senator
- xix Mincéir Senator
- xx Parents & Carers Senator
- xxi Part-Time Course Senator
- xxii Societies Senator
- xxiii St. Patrick's Pontifical University Senator
- xxiv Study Abroad & Erasmus + Senator

#### 5° Independent Members

- i Four Independent Senators

## 2 Additional duties, roles, and responsibilities of members of the Student Senate

### 1° Accommodation Senator

- i The Accommodation Senator shall be to assist the Vice President Welfare and the Vice President Student Life:
  - (a) Representing and addressing the rights and issues faced by students renting on campus and off campus accommodation
  - (b) Liaising with the University Accommodation / Residences Office to support members of the Union in their engagement in the Union and University, organising events for such students
  - (c) Encouraging the involvement of students living in off-campus accommodation in all aspects of Union activity
  - (d) Advertising the services of the Union to their constituents
  - (e) Liaising with relevant societies, including by collaborating on events

### 2° Active Citizenship Senator

- i The Active Citizenship Senator shall be to assist all officers of the Union in:

- (a) Ensuring the Union's involvement in the management and running of relevant campus-wide events relating to the promotion and encouragement of Active Citizenship.
- (b) Liaising with the Executive on matters relating to the advertisement and promotion of
- (c) Union activities and entertainment.
- (d) Promoting all Union activities and entertainment.
- (e) Encouraging the involvement of students in all aspects of Union activity.
- (f) Advertising the services of the Union to their constituents.
- (g) Liaising with relevant societies, including by collaborating on events.

### 3° Campus Life Senator

- i The Campus Life Senator shall be to assist the Vice President Student Life:
  - (a) Ensuring the Unions involvement in the management and running of relevant campus-wide events relating to student life
  - (b) Liaising with the Executive on matters relating to the advertisement and promotion of Union activities and entertainment
  - (c) Promoting all Union activities and entertainment
  - (d) Encouraging the involvement of students in all aspects of Union activity
  - (e) Advertising the services of the Union to their constituents
  - (f) Liaising with relevant societies, including by collaborating on events

### 4° Charity Senator

- i The Charity Senator shall be to assist the Vice President Student Life:
  - (a) Encouraging members of the Union to engage in charity activities and initiatives organised by the Union and the University
  - (b) Maintaining good relations with societies promoting charitable work
  - (c) Promoting all Union activities relating to charity fundraising

- (d) Advertising the charitable services of the Union to constituents
- (e) Liaising with relevant societies, including by collaborating on events

#### 5° Community Senator

- i The Community Senator shall be to assist the Vice President Student Life:
  - (a) Encouraging members of the Union to engage in community activities and initiatives organised by the Union and the University
  - (b) Maintaining good relations with organisation and societies promoting community spirit and values
  - (c) Advertising the services of the Union to constituents
  - (d) Liaising with relevant societies, including by collaborating on events

#### 6° Commuter Senator

- i The Commuter Senator shall be to assist the Vice President Welfare and the Vice President Student Life:
  - (a) Representing and addressing the needs of commuting students in relation to education, welfare, and student experience
  - (b) Encouraging the involvement of commuting students in all aspects of Union activity
  - (c) Advertising the services of the Union to commuting students
  - (d) Liaising with relevant societies, including by collaborating on events

#### 7° DARE Senator

- i The Disability Access Route to Education (DARE) Senator shall work with the Vice President Equity & Inclusion:
  - (a) Matters pertaining to students with disabilities
  - (b) Promoting the integration of students with disabilities into all aspects of the University environment
  - (c) Ensuring that all Union events are wheelchair accessible, as far as is practicable

- (d) Maintaining good relations with societies promoting disability rights within the University
- (e) Assisting in the organisation of events to promote disability rights and awareness
- (f) Maintaining a good working relationship with the University with regard to access programmes for students with disabilities
- (g) Advertising the services of the Union to constituents
- (h) Liaising with relevant societies, including by collaborating on events

#### 8° Ethnic Diversity Senator

- i The Ethnic Diversity Senator shall work with the Vice President Equity & Inclusion:
  - (a) Raising awareness of the diversity of all students in the Union and University. This diversity includes, inter alia: race, ethnicity, culture and religion
  - (b) Increasing the participation of cultural and ethnic minorities in the Union and university life
  - (c) Advertising the services of the Union to constituents
  - (d) Liaising with relevant societies, including by collaborating on events

#### 9° First Year Senator

- i The First Year Senator shall be to assist the Vice President Student Life:
  - (a) Representing and addressing the needs of first year students in relation to education, welfare, and student experience
  - (b) Encouraging the involvement of first year students in all aspects of Union activity
  - (c) Advertising the services of the Union to their constituents
  - (d) Liaising with relevant societies, including by collaborating on events

#### 10° Froebel Senator

- i The Froebel Senator shall be to assist all officers of the Union in:

- (a) Representing and addressing the needs of students of the Froebel Department of Primary and Early Childhood Education of Maynooth University in relation to education, welfare and student experience.
- (b) Encouraging the involvement of students of the Froebel Department of Primary and Early Childhood Education in all aspects of Union activity.
- (c) Advertising the services of the Union to students of the Froebel Department of Primary and Early Childhood Education.
- (d) Liaising with relevant societies, including by collaborating on events.

#### 11° Gender Equality Senator

- i The Gender Equality Senator shall be to assist the Vice President Equity & Inclusion:
  - (a) Campaigning and lobbying on gender equality issues
  - (b) Organising events pertaining to gender equality rights issues
  - (c) Encouraging the equal involvement of students of all genders and none in all aspects of Union activity, in particular at the Student Senate and the Executive
  - (d) Lobbying for equality of opportunity and gender equality within the University environment
  - (e) Advertising the services of the Union to constituents
  - (f) Liaising with relevant societies, including by collaborating on events

#### 12° Environmental Sustainability Senator

- i The Environmental Sustainability Senator shall be to assist the Vice President Student Life:
  - (a) Promoting environmental awareness and issues within the Union and the University
  - (b) Working with the Union and University to promote engagement in campus environmental projects.
  - (c) Promoting recycling on campus and ensuring such facilities are maintained
  - (d) Engaging with counterparts in other students' unions and organisations to campaign on a national level for environmental action

- (e) Advertising the services of the Union to constituents
- (f) Liaising with relevant societies, including by collaborating on events

#### 13° HEAR Senator

- i The Higher Education Access Route (HEAR) Senator shall be to assist the Vice President Academic Affairs and Vice President Equity & Inclusion:
  - (a) Representing and addressing the needs of HEAR students in relation to education, welfare and student experience
  - (b) Advertising the services of the Union to constituents
  - (c) Liaising with relevant societies, including by collaborating on events

#### 14° International Student Senator

- i The International Student Senator shall be to assist the Vice President Academic Affairs and Vice President Equity & Inclusion:
  - (a) The International Student Senator will represent international students. Representing and addressing the needs of international students.
  - (b) Liaising with the international office regarding matters relating to supporting international students.
  - (c) Integrating international students into the university and the students' union.
  - (d) Advertising the services of the Union to their constituents.
  - (e) Promoting all Union activities and entertainments.
  - (f) Encouraging the involvement of students in all aspects of Union activity.
  - (g) Liaising with relevant societies, including collaborating on events.

#### 15° LGBTQ+ Senator

- i The LGBTQ+ Senator shall be to assist the Vice President Welfare & Equality:
  - (a) On any matter pertaining to LGBTQ+ rights and issues
  - (b) Maintaining good relations with the LGBTQ+ community within the University
  - (c) Organising campaigns in relation to LGBTQ+ rights and issues

(d) Promoting and defending the rights of LGBTQ+ members of the Union

(e) Liaising with relevant societies, including by collaborating on events

#### 16° Mature Student Senator

i The Mature Student Senator shall be to assist the Vice President Academic Affairs and Vice President Equity & Inclusion:

(a) Representing and addressing the needs of mature students in relation to education, welfare, and student experience

(b) Encouraging the involvement of mature students in all aspects of Union activity

(c) Advertising the services of the Union to mature students

(d) Liaising with relevant societies, including by collaborating on events

#### 17° Mental Health Senator

i The Mental Health Senator shall be to assist the Vice President Welfare:

(a) Campaigning and lobbying in relation to mental health issues

(b) Promoting positive mental health awareness through event

(c) Promoting awareness of issues that may affect the mental health of members of the Union

(d) Liaising with relevant societies, including by collaborating on events

#### 18° Mincéir Senator

i The Mincéir Senator shall work with the Vice President Equity & Inclusion:

(a) Raising awareness of issues faced by the Travelling Community in the Union and University.

(b) Increasing the participation of Traveller students in the Union and university life.

(c) Advertising the services of the Union to constituents.

(d) Liaising with relevant societies, including by collaborating on events.

- (e) Assist in the organisation and running of awareness campaigns relating to Traveller rights and issues.
- (f) Promoting awareness of issues that may affect the mental health of Traveller members of the union

#### 19° Parents & Careers Senator

- i Parents and Carers Senator shall work with the Vice President Equity & Inclusion:
  - (a) Raising awareness of the issues faced by students who are parents or carers in the Union and University.
  - (b) Increasing the participation of parents and carers in Union and university life.
  - (c) Advertising the services of the Union to constituents.
  - (d) Liaising with relevant societies, including by collaborating on events.

#### 20° Part-Time Course Senator

- i The Part-Time Course Senator shall be to assist the Vice President Academic Affairs and Vice President Welfare:
  - (a) Representing and addressing the needs of students engaging in part time study in relation to education, welfare and student experience
  - (b) Encouraging the involvement of students engaging in part time study in all aspects of Union activity
  - (c) Advertising the services of the Union to students engaging in part time study
  - (d) Collaborating with the University and any appropriate student societies to help induct and engage students engaging in part time study in all aspects of Union and University life

#### 21° St. Patrick's Pontifical University Senator

- i The St. Patrick's Pontifical University Senator shall be to assist the Vice President Academic Affairs and Vice President Welfare:
  - (a) Representing and addressing the needs of students of St. Patrick's Pontifical University in relation to education, welfare and student experience
  - (b) Encouraging the involvement of students of St. Patrick's Pontifical University in all aspects of Union activity

- (c) Advertising the services of the Union to students of St. Patrick's Pontifical University
- (d) Liaising with relevant societies, including by collaborating on events

#### 22° Study Abroad & Erasmus + Senator

- i The Study Abroad & Erasmus + Senator shall be to assist the Vice President Academic Affairs and Vice President Welfare:
    - (a) Fostering the Union's engagement with members of the Union wishing to go on a Student Exchange, members of the Union currently on Student Exchange, and members of the Union who've recently returned from a Student Exchange.
    - (b) Liaising with the University International Office to support members of the Union in their engagements relating to Student Exchange matters.
    - (c) Ensuring that all members of the Union on Student Exchange are made aware of the supports and services provided to them by the Union and the University.
    - (d) Liaising with relevant societies, including by collaborating on events.
    - (e) Promoting greater access to International Mobility for members of the Union.
- 3 All of the members of the Student Senate are obliged to act in accordance with policies or mandates enacted by a policy referendum, the Student Senate, or the Executive, subject to this Constitution and the law.

### **Schedule 3 – STANDING ORDERS OF THE STUDENT SENATE**

Not reproduced here due to scale

### **Schedule 4 – DETAILS OF THE SUBSIDIARY BODIES OF THE STUDENT SENATE**

- 1 Article 8.23 provides for the following standing committees of the Student Senate, namely:
- i Constitutional & Representative Review Committee;
  - ii Rules & Procedures Committee;
  - iii Selection Committee; and
  - iv Search Committee;
- 2 1° The Constitutional & Representative Review Committee is established by the Constitution to examine the Constitution so as to be in a position to advise the Student

Senate of the need for any changes it deems necessary, and to review and develop the representative structures of the Union.

2° Membership of the committee shall be as follows, namely:

- i President
- ii Deputy President
- iii One past President or Vice President of the Union
- iv One past Speaker of the Student Senate
- v Two Part-Time Officer members of the Executive
- vi Two members of the Student Senate (other than *ex officio* members) elected by the Student Senate

3° The following are the office holders of the Constitutional & Representative Review Committee:

- i The President shall be the chairperson of the Constitutional & Representative Review Committee but may delegate that responsibility to another member of the Committee.
- ii The Constitutional & Representative Review Committee shall elect a Deputy Chairperson.
- iii The Constitutional & Representative Review Committee shall elect a Secretary.

4° Attendance at meetings of the Constitutional & Representative Review Committee shall be open to all ordinary members of the Union.

5° Attendance at meetings of the Constitutional & Representative Review Committee by non-members shall be by invitation by the chairperson of the Constitutional & Representative Review Committee .

6° All members of the Constitutional & Representative Review Committee shall be voting members.

7° The Constitutional & Representative Review Committee shall normally meet four times per academic year, normally with two meetings per semester.

8° The Constitutional & Representative Review Committee shall report to the Student Senate once per semester.

9° The Constitutional & Representative Review Committee may not establish subsidiary bodies.

10° Quorum of the Constitutional & Representative Review Committee shall consist of 50% plus one of the Constitutional & Representative Review Committee membership.

- 3 1° The Rules & Procedures Committee is established by this Constitution to consider matters of procedure generally and to recommend any additions or amendments to Standing Orders that may be deemed necessary and to oversee the procedure in Standing, Select and Special Committees (as the case may be), whether by request from the relevant Committee or otherwise, and to examine, where appropriate, the role of Committees as they evolve.

2° Membership of the committee shall be as follows, namely:

- i President
- ii Secretary to the Executive
- iii Speaker of the Student Senate
- iv Secretary to the Student Senate
- v Secretary to the Constitutional & Representative Review Committee
- vi Two other members of the Student Senate elected by the Student Senate
- vii The Clerk of the Student Senate (non-voting)

3° The following are the office holders of the Rules & Procedures Committee:

- i The Speaker of the Student Senate shall be the chairperson of the Rules & Procedures Committee.
- ii The Secretary to the Student Senate shall be the deputy chairperson of the Rules & Procedures Committee.
- iii The Clerk of the Student Senate shall be the Secretary to the Rules & Procedures Committee.

4° Attendance at meetings of the Rules & Procedures Committee shall be open to all ordinary members of the Union.

5° Attendance at meetings of the Rules & Procedures Committee by non-members, except for the Clerk of the Student Senate, shall be by invitation by the chairperson of the Rules & Procedures Committee.

6° All members of the Rules & Procedures Committee, other than the Clerk of the MSU Student Senate, shall be voting members.

7° The Rules & Procedures Committee shall meet at least twice per academic year, normally with one meeting per semester.

8° The Rules & Procedures Committee shall report to the Student Senate once per semester.

9° The Rules & Procedures Committee may not establish subsidiary bodies.

10° Quorum of the Rules & Procedures Committee shall consist of 50% plus one of the Rules & Procedures Committee membership.

4 1° The Selection Committee is established by this Constitution to participate in the manner set out below in the procedure for an appointment to the post of Speaker of the Student Senate.

2° The function of the Selection Committee shall be to make a report in writing to the Student Senate proposing to the Student Senate the candidate (if any) for the post of Speaker of Student Senate that the Selection Committee considers to be the most suitable for such post or, if the Selection Committee is of the opinion that an offer of appointment should not be made to any candidate, stating such opinion. Before making any such proposal the Selection Committee shall obtain the consent of the candidate to his or her being proposed as a candidate for the post of Speaker of MSU Student Senate as aforesaid. For the purposes of carrying out its function, the Selection Committee shall:

- i consider all applications received for the post of Speaker of the Student Senate;
- ii shall shortlist candidate(s) for interview; and
- iii carry out one or more interviews of the shortlisted candidate(s) if deemed necessary and may engage in such other selection procedures as it shall consider appropriate.

3° The Selection Committee shall carry out its function subject to any directions of the MSU Student Senate from time to time provided that, unless and save to the extent that the MSU Student Senate otherwise directs, the acts of the Selection Committee shall not be subject to confirmation by the MSU Student Senate.

4° The Chairperson of the Selection Committee shall have a casting vote in the event of an equality of votes on any issue before the Selection Committee.

5° Membership of the Search Committee and Selection Committee shall be mutually exclusive. Membership of the committee shall be as follows, namely:

- i Four members of the Student Senate elected by the Student Senate

ii Secretary to MSU Student Senate

6° The following are the office holders of the Selection Committee:

- i The Secretary to Student Senate shall be the chairperson of the Selection Committee but may delegate responsibility to another member of the Committee. The Chairperson shall act in an independent capacity.
- ii The Selection Committee shall appoint a Secretary to the Selection Committee.

7° Attendance at meetings of the Selection Committee shall be open to all ordinary members of the Union.

8° Attendance at meetings of the Selection Committee by non-members shall be by invitation by the chairperson of the Selection Committee.

9° All members of the Selection Committee shall be voting members.

10° The Committee shall meet at least once per academic year, and then as often as required to carry out its function

11° The Selection Committee shall report to the Student Senate once per semester.

12° The Selection Committee may not establish subsidiary bodies.

13° Quorum of the Selection Committee shall consist of 50% plus one of the Selection Committee membership.

5 1° The Search Committee is established by this Constitution to participate in the manner set out below in the procedure for an appointment to the post of Speaker of the Student Senate.

2° The function of the Search Committee shall be to take such steps as will in its opinion best ensure participation in the selection process by high-quality candidates for the post of Speaker of the Student Senate. It shall arrange for the post to be advertised in such form and in such publications as the Search Committee may consider to be appropriate. The Search Committee may retain on behalf of Maynooth Students' Union any one or more providers of such professional services as it considers to be appropriate.

- i The Search Committee shall carry out its function subject to any directions of the Student Senate from time to time provided that, unless and save to the extent that the Student Senate otherwise directs, the acts of the Search Committee shall not be subject to confirmation by the Student Senate.

3° Membership of the Search Committee and Selection Committee shall be mutually exclusive. Membership of the committee shall be as follows, namely:

- (a) One past Speaker of the Student Senate
- (b) Two members of the Student Senate elected by the Student Senate
- (c) The past Speaker of the Student Senate shall be the chairperson of the Committee but may delegate responsibility to another member of the Committee.

4° The following are the office holders of the Search Committee:

- i The past Speaker of the Student Senate shall be the chairperson of the Search Committee .
- ii The Search Committee shall appoint a Secretary to the Search Committee.

5° Attendance at meetings of the Search Committee shall be open to all ordinary members of the Union.

6° Attendance at meetings of the Search Committee by non-members shall be by invitation by the chairperson of the Search Committee.

7° All members of the Search Committee shall be voting members.

8° The Committee shall meet at least once per academic year, and then as often as required to carry out its function.

9° The Search Committee shall report to the Student Senate once per semester.

10° The Search Committee may not establish subsidiary bodies.

11° Quorum of the Search Committee shall consist of 50% plus one of the Search Committee membership.

5 Article 8.24 provides for the establishment of as many committees as it deems necessary to conduct its business.

1° The Student Senate establishes the following committees of the Student Senate, namely:

- i Business Committee
- ii Equality Committee
- iii Levy Projects Committee

## **PART III – PART-TIME OFFICERS OF THE UNION**

## **Schedule 5 – ARTS & HUMANITIES FACULTY CONVENOR**

- 1 The Arts & Humanities Faculty Convenor shall be the primary means of communications between the students and student academic representatives in their faculty and the Executive.
- 2 Recognising the non-sabbatical nature of the Arts & Humanities Faculty Convenor, the sabbatical officers and the Union generally shall endeavour to provide support to the Faculty Convenors in the discharge of their roles.
- 3 The Arts & Humanities Faculty Convenor has reserved competence in the following areas:
  - i Convene and Chair the Arts & Humanities Faculty Assembly.
- 4 The Arts & Humanities Faculty Convenor has shared competence in the following areas:
  - i Be responsible for raising awareness of issues specific to the Arts & Humanities Faculty in all appropriate representative bodies including the Student Senate and Executive.
  - ii Be responsible for the distribution of information and for the implementation of campaigns within the Arts & Humanities Faculty.
  - iii They shall be responsible for the recruitment of Student Academic Representatives within the Arts & Humanities Faculty.
  - iv They shall be responsible for organising the election of the Student Academic Representatives for the constituencies within the Arts & Humanities Faculty.

## **Schedule 6 – SOCIAL SCIENCES FACULTY CONVENOR**

- 1 The Social Sciences Faculty Convenor shall be the primary means of communications between the students and student academic representatives in their faculty and the Executive.
- 2 Recognising the non-sabbatical nature of the Social Sciences Faculty Convenor, the sabbatical officers and the Union generally shall endeavour to provide support to the Faculty Convenors in the discharge of their roles.
- 3 The Social Sciences Faculty Convenor has reserved competence in the following areas:
  - i Convene and Chair the Social Sciences Faculty Assembly.
- 4 The Social Sciences Faculty Convenor has shared competence in the following areas:

- i Be responsible for raising awareness of issues specific to the Social Sciences Faculty in all appropriate representative bodies including the Student Senate and Executive.
- ii Be responsible for the distribution of information and for the implementation of campaigns within the Social Sciences Faculty.
- iii They shall be responsible for the recruitment of Student Academic Representatives within the Social Sciences Faculty.
- iv They shall be responsible for organising the election of the Student Academic Representatives for the constituencies within the Social Sciences Faculty.

### **Schedule 7 – SCIENCE & ENGINEERING FACULTY CONVENOR**

- 1 The Science & Engineering Faculty Convenor shall be the primary means of communication between the students and student academic representatives in their faculty and the Executive.
- 2 Recognising the non-sabbatical nature of the Science & Engineering Faculty Convenor, the sabbatical officers and the Union generally shall endeavour to provide support to the Faculty Convenors in the discharge of their roles.
- 3 The Science & Engineering Faculty Convenor has reserved competence in the following areas:
  - i Convene and Chair the Science & Engineering Faculty Assembly.
- 4 The Science & Engineering Faculty Convenor has shared competence in the following areas:
  - i Be responsible for raising awareness of issues specific to the Science & Engineering Faculty in all appropriate representative bodies including the Student Senate and Executive.
  - ii Be responsible for the distribution of information and for the implementation of campaigns within the Science & Engineering Faculty.
  - iii They shall be responsible for the recruitment of Student Academic Representatives within the Science & Engineering Faculty.
  - iv They shall be responsible for organising the election of the Student Academic Representatives for the constituencies within the Science & Engineering Faculty.

### **Schedule 8 – ST. PATRICK'S PONTIFICAL UNIVERSITY CONVENOR**

- 1 The St. Patrick's Pontifical University Convenor shall be the primary means of communication between the students and student academic representatives in St. Patrick's Pontifical University and the Executive.
- 2 Recognising the non-sabbatical nature of the St. Patrick's Pontifical University Convenor, the sabbatical officers and the Union generally shall endeavour to provide support to the Faculty Convenors in the discharge of their roles.
- 3 The St. Patrick's Pontifical University Convenor has reserved competence in the following areas:
  - i Convene and Chair the St. Patrick's Pontifical University Assembly.
- 4 The St. Patrick's Pontifical University Convenor has shared competence in the following areas:
  - i Be responsible for raising awareness of issues specific to St. Patrick's Pontifical University in all appropriate representative bodies including the Student Senate and Executive.
  - ii Be responsible for the distribution of information and for the implementation of campaigns within St. Patrick's Pontifical University.
  - iii They shall be responsible for the recruitment of Student Academic Representatives within St. Patrick's Pontifical University.
  - iv They shall be responsible for organising the election of the Student Academic Representatives for the constituencies within St. Patrick's Pontifical University.

#### **Schedule 9 – TAUGHT POSTGRADUATE OFFICER**

- 1 The Postgraduate Officer shall be responsible for dealing with issues relating to the education, welfare, and student experience of postgraduate members of the Union.
- 2 The Postgraduate Officer has reserved competence in the following areas:
  - i They shall endeavour to attend all meetings of committees of which they are a member, and to coordinate and maximise student representation on other appropriate academic structures.
  - ii They shall assist the Vice President Welfare and Vice President Academic Affairs with such duties of those officers as relate to postgraduate students.
  - iii They shall, insofar as may be practical, endeavour to make themselves known to postgraduate members of the Union

- iv They shall liaise with the Executive on matters relating to postgraduate members of the Union.
- v They shall be responsible for ensuring effective communication between the Union and postgraduate members of the Union.
- vi They shall aim to ensure that postgraduate members of the Union are aware of their responsibilities in relation to University procedures.
- vii They shall, insofar as may be practical and with the support of the Vice President Student Life, run at least two events for postgraduate students each semester
- viii They shall take a leading role in all national campaigns with particular relevance to postgraduate members of the Union

### **Schedule 10 – DOCTORAL POSTGRADUATE OFFICER**

- 1 The Doctoral Postgraduate Officer shall be responsible for dealing with issues relating to the education, welfare and student experience of doctoral postgraduate members of the Union.
- 2 The Doctoral Postgraduate Officer has the following reserved competencies:
  - i They shall endeavour to attend all meetings of committees of which they are a member, and to coordinate and maximise student representation on other appropriate academic structures.
  - ii They shall assist the Vice President Welfare and Vice President Academic Affairs with such duties of those officers as relate to doctoral postgraduate students.
  - iii They shall, insofar as may be practical, endeavour to make themselves known to doctoral postgraduate members of the Union
  - iv They shall liaise with the Executive on matters relating to doctoral postgraduate members of the Union.
  - v They shall be responsible for ensuring effective communication between the Union and doctoral postgraduate members of the Union.
  - vi They shall aim to ensure that doctoral postgraduate members of the Union are aware of their responsibilities in relation to University procedures.
  - vii They shall, insofar as may be practical and with the support of the Vice President Student Life, run at least one event for doctoral postgraduate students each semester

- viii They shall take a leading role in all national campaigns with particular relevance to doctoral postgraduate members of the Union

### **Schedule 11 – OIFIGEACH NA GAELIGE**

- 1 The Oifigeach na Gaeilge shall promote the use of the Irish language within the Union and foster the development of a bi-lingual culture within the University.
- 2 The Oifigeach na Gaeilge has reserved competence in the following areas:
  - i Represent the interests of relevant Irish linguistic and cultural groups to the Executive and in the University at various University committees as appropriate, including Coiste na Gaeilge.
  - ii In conjunction with the Vice President Student Life and relevant student groups organise and coordinate cultural activities including, but not limited to, Seachtain na Gaeilge.
  - iii Be responsible for the promotion of the Irish language in the Union, through social and other activities, including but not limited to Seachtain na Gaeilge.
  - iv Be responsible for maintaining good relations with societies promoting the Irish language within the University.
  - v Liaise with the University and residents of campus accommodation in Irish language schemes
  - vi Strive to have bi-lingual signage displayed across the campus.

### **Schedule 12 – EQUALITY OFFICER**

- 1 The Equality Officer shall function in a supportive and supplementary role for the campaigns, objectives, and other issues of social significance alongside the Vice President Equity & Inclusion. In particular, the Equality Officer shall be responsible for providing updates on matters focused on:
  - i The experience of students and staff concerning welfare-related casework.
  - ii Equality-pertinent matters and issues of social significance at both a national and local level.
  - iii They shall endeavour to attend all meetings of committees of which they are a member and shall use those committees to accomplish equality-related objectives.

- iv They shall liaise with the Executive on issues of social significance and matters related to equality at both a national and local level.
- v They shall run at least two events to facilitate and promote greater diversity, equality, and inclusion each semester.
- vi They shall be responsible, alongside the Vice President Equity & Inclusion, for assisting constituents and the student body in determining what actions to take when facing issues of discrimination or injustice.

### **Schedule 13 – ENVIRONMENTAL OFFICER**

- 1 The Environmental Officer shall ensure the application of an intersectional sustainability/environmental agenda throughout the activities of the Union.
- 2 The Environmental Officer has the following competencies that shall be performed in consultation with the President:
  - i Strive to support fellow officers in applying intersectional environmentalism to their area of activity.
  - ii Oversee and ensure communication between relevant groups on-campus including but not limited to the Maynooth Green Campus Committee.
  - iii The organisation of a sustainability task force in collaboration with other groups across campus.
  - iv Ensure that the Union's focus is on intersectional systemic change over individual accountability through the promotion of campaigns and political action.
  - v Should receive training, particularly in intersectional environmentalism.

## **1. LIST OF APPENDICES**

### **1. PART I – ANCILLARY MATTERS RELATING TO THE BOARD OF TRUSTEES**

**Appendix A – Details of the subsidiary bodies of the Board of Trustees**

### **2. PART II – ANCILLARY MATTERS RELATING TO THE EXECUTIVE**

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## **1. PART I – ANCILLARY MATTERS RELATING TO THE BOARD OF TRUSTEES**

### **Appendix A – Details of the subsidiary bodies of the Board of Trustees**

- Terms of Reference of the Audit & Risk Committee
- Terms of Reference of the Disciplinary Committee
- Terms of Reference of the Election Appeals Committee
- Terms of Reference of the Finance & Governance Committee

## 2. PART II – ANCILLARY MATTERS RELATING TO THE EXECUTIVE

### **Appendix B – Details of the subsidiary bodies of the Executive**

(The Executive has not established any subsidiary bodies)

### **3. PART III – ANCILLARY MATTERS RELATING TO STUDENT ACADEMIC REPRESENTATION**

#### **Appendix C – Membership of the Faculty Assemblies**

#### **Appendix D – Details of the subsidiary bodies of the Faculty Assemblies**

(The Arts & Humanities Faculty Assembly has not established any subsidiary bodies)

(The Social Sciences Faculty Assembly has not established any subsidiary bodies)

(The Science & Engineering Faculty Assembly has not established any subsidiary bodies)

#### **Appendix E – Responsibilities of Student Academic Representatives**

#### **4. PART IV – ANCILLARY MATTERS RELATING TO THE ELECTORAL COMMISSION**

##### **Appendix F – Details of the subsidiary bodies of the Electoral Commission**

The Electoral Commission has not established any subsidiary bodies

## 5. PART V – DEFINITIONS

### Appendix G – Definitions