



**DERWENT COLLEGE JCR CONSTITUTION 2017/18**

## 1. Definitions and Interpretation

1.1. In this Constitution, unless the context requires otherwise:

“**Alumni Representative/s**” shall mean personnel who have completed a course of Undergraduate study at the University of York, whilst a member of Derwent College.

“**Associate Member/s**” shall mean all Graduate and Senior Members of Derwent College.

“**Bar Representative/s**” shall have the meaning set out in Clause 5.1 i) of this Constitution.

“**Black Asian Minority and Ethnic Representative/s**” shall have the meaning set out in Clause 5.1 q) of this Constitution.

“**Chairperson**” shall have the meaning set out in Clause 5.1 a) of this Constitution.

“**College Administration**” shall mean college employees of the University of York (the College Administrator, Assistant Head and Head of College)

“**Committee**” shall mean all members listed in Clause 5.1 of this Constitution.

“**Environment Representative/s**” shall have the meaning set out in Clause 5.1 m) of this Constitution.

“**Events (“Ents”) Representative/s**” shall have the meaning set out in Clause 5.1 h) of this Constitution.

“**Facility/ies**” shall mean all equipment, supplies, technology, software, communal areas – useable by the JCR.

“**Hustings**” the event at which candidates address potential voters.

“**International Representative/s**” shall have the meaning set out in Clause 5.1 o) of this Constitution.

“**JCR**” shall mean Junior Common Room.

“**JCRC**” shall mean Junior Common Room Committee.

“**LGBT+**” shall mean Lesbian, Gay, Bisexual, and Trans.

“**LGBT+ Welfare Representative/s**” shall have the meaning set out in Clause 5.1 f) of this Constitution.

“**Major Officer/s**” shall refer to the roles of Chairperson, Vice Chairperson/s and Treasurer in this Constitution.

“**Member/s**” shall mean all relevant personnel relating to, or part of Derwent College.

“**Merchandise Representative**” shall have the meaning set out in Clause 5.1 k) of this Constitution.

“**Nurses Representative/s**” shall have the meaning set out in Clause 5.1 r) of this Constitution.

“**RAG**” shall refer to an acronym of the charitable fundraising initiative Raise and Give.

“**RAG Representative/s**” shall have the meaning set out in Clause 5.1 l) of this Constitution.

“**RON**” shall mean Re-Open Nomination.

“**Returning Officer/s**” shall mean the role conducted by the Vice Chairperson referred to in Section 8 of this Constitution.

“**Secretary/ies**” shall have the meaning set out in Clause 5.1 d) of this Constitution.

“**Senior Member/s**” shall mean Associate Members.

“**Sponsorship, Press and Publicity Representative/s**” shall have the meaning set out in Clause 5.1 n) of this Constitution.

“**Sports Representative/s**” shall have the meaning set out in Clause 5.1 g) of this Constitution.

“**Student’s Union**” shall mean the University of York Student’s Union.

“**Tech Representative/s**” shall have the meaning set out in Clause 5.1 j) of this Constitution.

“**Treasurer**” shall have the meaning set out in Clause 5.1 c) of this Constitution

“**University**” shall mean the University of York.

“**Vice Chairperson/s**” shall have the meaning set out in Clause 5.1 b) of this Constitution.

“**Comms Representative**” shall have the meaning set out in Clause 5.1 t) of this Constitution.

“**Well-being Representative/s**” shall have the meaning set out in Clause 5.1 e) of this Constitution

“**YUSU**” shall mean York University Student’s Union.

“**YUSU Volunteering Representative/s**” shall have the meaning set out in Clause 5.1 p) of this Constitution.

## **2. General**

2.1. The JCRC exists to:

- a) Represent the interests of its Members;
- b) Promote the social, cultural and general interests of its Members;
- c) Provide facilities and further policies as agreed and deemed appropriate by its Members; and
- d) Act as a body of communication between its Members and:
  - The College Administration;
  - The Student’s Union;
  - The University; and
  - Any other body deemed appropriate by its Members.

- 2.2. The governing body of the JCR is the JCRC. The JCRC's decisions are binding so long as they fall within the scope of this Constitution or any written amendment herewith.
- 2.3. The JCRC shall manage the JCR affairs in accordance with this Constitution.
- 2.4. The JCRC exists to facilitate both the aims detailed pursuant to this Constitution as well as the implementation of any policy decided upon by the JCRC so far as it is the law and falls within the scope of all University regulations.
- 2.5. The facilitating of the aims pursuant to this Constitution and the implementation of any policy decided upon by the JCRC shall be made in a JCRC Meeting.
- 2.6. When a JCRC Meeting is not in session, the Chairperson shall be responsible for the running of the JCR. The Chairperson however, may not reverse decisions collectively agreed by the JCRC in a JCRC Meeting.

### **3. This Constitution**

- 3.1. This Constitution may only be amended upon agreeance by 75% of the Members of the JCRC in a JCRC Meeting and must be approved by the Student's Union Committee.
- 3.2. In the event of any dispute concerning the interpretation of this Constitution, an EGM shall be held, under which a 50% majority ruling shall apply.
- 3.3. Notwithstanding, any subsequent constitutional amendments shall be agreed pursuant to Clause 3.1 of this Constitution and shall be made in writing.

### **4. Membership**

#### *Ordinary Members:*

- 4.1. The following categories of personnel shall for the purposes of this Constitution be agreed as Ordinary Members of the JCR:
  - a) All Undergraduate Members of Derwent College;
  - b) Any Undergraduate Member of Derwent College granted leave of absence from the University for a maximum of one year provided that they do not contravene the conditions of their leave of absence as decided by the University; and
  - c) Any Student Union's Sabbatical Officer who was an Undergraduate Member of Derwent College upon election.
- 4.2. Ordinary Members of the JCR are entitled to full participation in JCR elections, the JCR's social, recreational and cultural activities and are permitted to use all JCR Facilities.
- 4.3. Ordinary Members of the JCR are not permitted to take part in the government, or any JCR policy-making, unless they are elected under the JCRC Elections to do so.

*Associate Members:*

- 4.4. The following categories of personnel shall for the purposes of this Constitution be agreed as Associate Members of the JCR:
- a) All Graduate and Senior Members of Derwent College
- 4.5. Associate Members of the JCR are entitled to full participation in its social, recreational and cultural activities and are permitted to use all JCR facilities.
- 4.6. Associate Members of the JCR are not permitted to take part in the government, JCR elections or any JCR policy-making.

**5. JCRC Members**

- 5.1. The Members of the JCRC are as follows:

- a) The Chairperson;
- b) The Vice Chairperson/s – Events/Welfare;
- c) The Treasurer;
- d) The Secretary/ies;
- e) The Well-being Representative/s;
- f) The LGBT+ Representative/s;
- g) The Sports Representative/s;
- h) The Events (“Ents”) Representative/s;
- i) The Bar Representative/s;
- j) The Tech Representative/s;
- k) The Merchandise Representative/s;
- l) The RAG Representative/s;
- m) The Environment Representative/s;
- n) The Sponsorship, Press and Publicity Representative/s;
- o) The International Representative/s;
- p) The YUSU Volunteering Representative/s;
- q) The Black Asian Minority and Ethnicity Representative/s;
- r) The Nurses Representative/s;
- s) The Alumni Representative/s;
- t) The Comms Rep; and
- u) The Ordinary Members

- 5.2. These constitute the Members of the JCRC and shall be jointly and individually responsible for the day-to-day administration and management of the activities of the JCR and its financial affairs.
- 5.3. The JCRC shall take all reasonable endeavours to hold a meeting five (5) times per academic term.
- 5.4. Only those who fall within the category of personnel agreed as Ordinary Members may be elected as Members of the JCRC.

### *Major Officers*

5.5. For the Purposes of the Education Act 1994, the Major Officers of the JCRC are as follows:

- a) The Chairperson;
- b) The Vice Chairperson/s – Events/Well-being; and
- c) The Treasurer.

5.6. No Member may hold more than one post within the JCRC.

5.7. Each JCRC Member shall present a report on their activities as the JCRC requests.

5.8. Individual responsibilities for each Committee Member are detailed as follows:

#### **a) The Chairperson**

- Ordinarily chairs JCR and JCRC meetings;
- Is ultimately responsible for all JCRC affairs (subject to JCRC meeting sovereignty);
- Calls JCRC meetings and sets up elections;
- Co-ordinates the work of other members of the JCRC;
- Liaises with the Vice Chairperson to ensure any member of the JCRC unable to do their job is deputised for;
- Ensures the maintenance of the JCRC office;
- Acts a signatory for JCR financial decisions;
- Represents the JCR on College Committee;
- Must oversee all campaigns run by the JCRC and organise all other campaigns with the Vice Chairperson;
- Assists the organisation of Freshers' Week;
- Oversees creation of timetable with the Chairperson and ensures inclusion of events which cater for a variety of needs (e.g. alcohol optional, international; daytime events during Freshers' Week);
- Ensures all members of the JCRC are carrying out their constitutional duties; and
- Ensures that proper handovers are given by the outgoing members to all new members of the JCRC to ensure they know the full extent of their role as soon as appropriate for the position.

#### **b) The Vice Chairperson/s – Events/Well-being**

- Deputises for the Chairperson when the Chairperson is unavailable.
- Acts as returning officer for JCRC elections;
- Liaises with the Chairperson to ensure any member of the JCRC unable to do their job is deputised for;
- Is ultimately responsible for ensuring the maintenance of the JCRC office;
- Acts a signatory for JCR financial decisions;
- Assists organisation of Freshers Week;

- Represents the JCR to the Committee; and
- Oversees all campaigns run by the JCRC and organises all other campaigns with the Chairperson.

#### *Vice Chairperson – Events*

- Responsible for 'Big D' events and Committee coordination alongside the Chairperson; and
- Oversees Ents Representatives.

#### *Vice Chairperson – Well-being*

- Responsible for coordination and recruitment of Second and Third Year Contacts ("STYCs");
- Oversees Well-being Representatives; and
- Attends Vice Chairperson and Welfare/YUSU meetings.

#### **c) The Treasurer**

- Organises the 'Own Funds,' 'Big D' and 'Freshers' accounts for the JCR in the Student's Union Finance Office;
- Prepares and publishes an account report for each term to be presented to the final JCRC meeting of that term;
- Provides and publishes an annual account (audited by certified accountants).
- Will show the accounts to any ordinary member on request;
- Responsible for ensuring all JCR resources are adequately insured;
- Responsible for ensuring the correct payments are sent and received regarding any coin operated machines hired by the JCR; and
- Signatory for the JCR financial decisions.

#### **d) The Secretary/ies**

- Ensures all JCRC meetings are accurately minuted and that a copy of these minutes is distributed to the JCRC;
- Ensures that a GoogleDrive copy of JCRC meeting minutes are filed;
- Ensures JCRC meeting minutes are open to any JCR members who wishes to view them by ensuring they are available upon request;
- Must write the Derwent JCRC Newsletter when requested by the JCRC, and ensure it is sent out with the College Notices; and
- Responsible for the organisation of the Christmas Social Event.
- Attends all College Council meetings.
- Responsible for updating the College Administration with weekly updates for the college newsletter.

#### **e) The Well-being Representative/s**

- Assists with the STYC network ensuring provision for their training;

- Liaises with the college administration and JCRC to ensure all Members know their role and that general 'smooth running' is achieved;
- Co-ordinates the provision of advice, support, information and campaigns regarding well-being issues within the college;
- Ensures that the well-being notice board is updated regularly; and
- Aids the Vice Chairperson for Well-being.

#### **f) The LGBT Representative/s**

- Ensures that the interests of LGBT+ students are represented with the JCRC;
- Ensures that the interests of the YUSU LGBT+ network are properly represented within the JCRC;
- Ensures that the interests of Derwent College JCRC are properly represented within the YUSU LGBT+ Committee;
- Represents the LGBT+ movement in Derwent, promoting LGBT+ campaigns and liberation to the membership;
- Provides well-being support to any student experiencing difficulties relating to sexuality or gender identity, in collaboration with Derwent LGBT+ Reps; and
- Takes up individual cases of discrimination, bullying or harassment on the basis of actual or perceived sexuality or gender identity, in collaboration with the appropriate committee or University personnel.

#### **g) The Sports Representative/s**

- Promotes college sport to all JCR members;
- Ensures the all teams have captains by the end of the summer term;
- Organises with captains, inter-college sports matches;
- Maintains the sports notice board;
- Publishes the results of relevant matches;
- Deputise for team captains when necessary;
- Organises 'Megasport' socials termly;
- Must organise all college sport campaigns; and
- Are responsible for the arrangement (fixtures, bookings) and running of the termly Derwent Inter-Block football and netball tournaments and the engraving of the trophy if appropriate. Are responsible for publicising the results and fixtures of the Inter-Block Football and netball competitions.

#### **h) The Events ("Ents") Representative/s**

- Ensures the smooth running of all social events, including 'Club D', and that they run in the name of the JCR;
- Must liaise with the committee regarding the type of events to be run;
- Are responsible for obtaining the necessary licence extensions for events;
- Are responsible for the completion of all booking forms for events, both major and minor; and
- Are responsible for the organisation and booking of acts and DJs for events.



**i) The Bar Representative/s**

- Are responsible for the organisation and running of regular minor social events including bar quizzes, karaoke nights, open mic nights and bar crawls.
- Must liaise with the appropriate committee members to ensure the value of these events; and
- Must liaise with the bar staff and commercial services regarding events and promotions.

**j) The Tech Representative/s**

- Must ensure all visual, audio and other technology is working; and
- Must be available to aid with set up of events in Derwent College.
- Must attend tech training and ensure that they do not consume alcohol when working at a college club night.

**k) The Merchandise Representative/s**

- Must organise the designing, purchase and sale of Derwent College merchandise;
- Must liaise with The Sports Representatives about the purchase and sale of sports merchandise; and
- Must organise the design, purchase and sale of JCRC merchandise.

**l) The RAG Representative/s**

- Must promote the interests of RAG in the college;
- Circulates RAG publicity material;
- Are responsible for maintaining the RAG notice board;
- Are responsible for organising any RAG events, such as the RAG Parade, in the college;
- Responsible for the organisation of the annual Summer Soiree; and
- Must organise all college RAG campaigns.

**m) The Environment Representative/s**

- Responsible for maintaining the Environment board;
- Responsible for raising awareness of relevant issues in the college;
- Responsible for promoting the idea of 'Fair Trade' and 'Make Poverty History' in the college;
- Responsible for the upkeep of the Provost Garden; and
- Must organise all college environmental campaigns including 'One Planet Week'.

**n) The Sponsorship, Press and Publicity Representative/s**

- Must work in conjunction with the whole committee to ensure the publicity of all JCR meetings and events;
- Secures sponsorship for all college activities including merchandise, sports teams and social events;
- Responsible for the upkeep of Derwent College social media channels;
- Must ensure all the JCR notice boards are used appropriately and maintained; and
- Responsible for obtaining Sponsorship for 'Freshers' and 'Big D'.

**o) The International Representative/s**

- Provides well-being support to international students;
- Works to ensure that Derwent provides a welcoming environment to all students regardless of nationality, race, religion and culture and combat discrimination;
- Represents international students in JCRC;
- Attends YUSU's racial equality committee meetings, ISA meetings and represents the college on all University, YUSU and College committees as required by those bodies; and
- Shall work closely with the College Administration, YUSU's racial equality officers, ISA and with other providers of welfare support to international students.

**p) The YUSU Volunteering Representative/s**

- Must promote the interests of YUSU Volunteering in the college;
- Circulates YUSU Volunteering publicity material;
- Responsible for maintaining the YUSU Volunteering notice board;
- Responsible for organising any YUSU volunteering events, such as the Give It a Go, in the college;
- Must organise all college YUSU Volunteering campaigns; and
- Must organise and promote at least one college challenge per term???? Delete this?

**q) The Black Asian and Minority Ethnic Representative/s**

- Ensures that the interests of BAME students are properly represented with the JCRC;
- Ensures that the interests of the YUSU BAME network are properly represented within the JCRC;
- Ensures that the interests of Derwent College JCRC are properly represented within the YUSU BAME Committee;
- Represents the BAME movement in Derwent, promoting BAME campaigns and liberation to the membership;
- Provides welfare support to any student experiencing difficulties relating to identity, in collaboration with Derwent BAME Reps; and

- Takes up individual cases of discrimination, bullying or harassment on the basis of actual or perceived race, creed, or ethnicity, in collaboration with the appropriate University or YUSU personnel.

**r) The Nurses Representative/s**

- Act on behalf of Nurses and Eden's Court residents in all committees they sit upon;
- Attend JCRC Meetings;
- Responsible for ensuring Nurses and Eden's Court residents are involved in Derwent College life;
- Liaise with Press and Publicity to ensure JCR publicity is in Eden's Court; and
- Must organise all Nurses and Eden's Court campaigns.

**s) The Alumni Representative/s**

- Responsible for organising the Old Boys and Old Girls annual weekend to help arrange sports and other facilities and ensure current students participate in the activities;
- Liaise with OPPA to provide regular updates on college activity for alumni communications;
- Organise Alumni careers and networking events; and
- Update Derwent Alumni on news and events in Derwent College.

**t) The Comms Representative**

- Ensures the JCR website is operational, suitable and regularly updated;
- Has the knowledge and skills to perform the role, or commitment to developing these skills;
- Liaises with other committee members to ensure all website material is relevant and up to date; and
- Responsible for the uploading of Derwent College event photographs to the Facebook Page.
- Responsible for the upkeep of the JCRC Calendar.

**u) The Ordinary Members**

- Work with the Chairperson and Vice-chairperson to ensure any member of the JCRC unable to do their job is deputised for;
- Assist all committee members in their duties;
- Responsible for organising and facilitating JCRC socials; and
- Responsible for liaising with the organisers of 'the Old Boys and Old Girls annual weekend' to help arrange sports and other facilities and ensure current students participate in the activities.

**6. Rules for JCRC Members**

- 6.1. A JCRC Member holds office from midnight of the final day of the Autumn Academic Term until midnight of the final day of the Autumn Academic Term one year thereafter.

- 6.2. Notwithstanding, Clause 6.1 shall remain effective regardless if handover period is created.
- 6.3. All JCRC Members are required to represent the JCR on any University or Student Union's Committee as is required by those bodies.
- 6.4. All JCRC Members must ensure that the JCR, JCRC Office, Corner Room, Store Cupboards and Kitchen are kept tidy at all times.

#### *Motion of no confidence*

- 6.5. A motion of no confidence may be submitted against any JCRC Member in a JCRC Meeting. If more than one JCRC Member holds a position, the motion of no confidence may be directed at the individual JCRC Member who jointly holds the position. A majority vote will determine whether such individual shall be removed or allowed to remain active in their role.
- 6.6. At the discretion of all JCRC Members, a JCRC Member may convene a motion of no confidence for a period of 7 days following its submission, to consider the motion. A majority vote will determine whether this shall happen.

#### *Resignation*

- 6.7. JCRC Members may resign at any time by submitting a letter of resignation to the Chairperson. If a Chairperson is resigning, submission of a letter of resignation shall be provided to another Major Officer.
- 6.8. In the event that a JCRC Member fails to attend three (3) consecutive JCRC Meetings without evidencing acceptable grounds of his/her absence, then such JCRC Member will be deemed to have resigned from their position.
- 6.9. It shall be at the discretion of the JCRC Members to determine whether to accept evidence provided by a JCRC Member in respect of their absence from a JCRC Meeting.

### **7. JCRC Meetings**

- 7.1. It shall be the duty of the Chairperson to call a JCRC Meeting. The Chairperson or an appointed JCRC Member shall chair the JCRC Meeting.
- 7.2. Notice of a JCRC Meetings shall be provided to each JCRC Member in writing at least two (2) days in advance of the JCRC Meeting.
- 7.3. All JCRC Meetings are open to JCRC Members only. All JCRC Meetings however, are to be publicised on the same day that the JCRC Meeting occurs.
- 7.4. All JCRC Meetings must be minuted. It is the discretion of the JCRC Members to disclose the minutes of a JCRC Meeting to the JCR. A decision to disclose the minutes of a JCRC Meeting shall be made by a majority vote of JCRC Members.

- 7.5. A quorum of JCRC Members must be satisfied for a vote to take place.
- 7.6. Under all circumstances shall only one vote be cast per JCRC Member.
- 7.7. A majority vote shall pass a proposal or decision to disclose minutes of a JCRC Meeting.
- 7.8. The Chairperson may only vote to break a tie of the other voting JCRC Members.
- 7.9. The JCRC may at times, set up sub-committees and working parties under such terms of reference as it deems fit.

## **8. JCRC Elections**

- 8.1. The Vice Chairperson/s will act as Returning Officer/s for all Derwent College ballots, and may choose to appoint assistants at their discretion.
- 8.2. If the Vice Chairperson/s cannot conduct the elections, then the Chairperson will act as Returning Officer. If the Chairperson is unavailable the JCRC Committee will elect a representative to act as Returning Officer.
- 8.3. The Returning Officer shall ensure all college elections are run by the rules set out in this Constitution, and shall have the right to annul the results otherwise.
- 8.4. The Returning Officer and any appointed representatives must behave in a strictly unbiased way. They may not sign nomination forms or campaign for any candidate in any way. The Returning Officer may not vote in the elections, except in the case of a tie.
- 8.5. Notice of elections must be posted at least two (2) weeks' prior to the date of the opening of online voting. This notice shall include:
  - a) Posts available;
  - b) all relevant dates and related information;
  - c) times of nominations;
  - d) hustings; and
  - e) voting.
- 8.6. Nominations shall be open for a period of one (2) weeks and shall close two (2) days before the commencement of the ballot.
- 8.7. The availability of nomination forms should be widely advertised stating where they are available from and where they should be returned to.
- 8.8. Nomination forms must be approved by the Returning Officer.
- 8.9. The position of Vice Chairperson can be held by a maximum of two (2) persons.
- 8.10. Candidates may stand for election individually or as a pair-candidate. The position cannot be filled by two (2) candidates standing individually. If an individual candidate wins the most votes, that candidate is elected solely to this position. Each candidate or pair-candidate will be represented by a single box on the ballot paper.

- 8.11. Candidates' publicity cannot be posted until their nomination form has been completed online and approved by YUSU and the Returning Officer. All publicity must be approved by the Returning Officer and must bear the name of the candidate.
- 8.12. The candidate shall take full responsibility for the content of their publicity with regards to libel, copyright, IP infringement and any other laws pertaining to their publicity and campaign.
- 8.13. Re-open nominations ("**RON**") shall always be a candidate. If RON is elected the post shall be re-opened at a subsequent by-election.
- 8.14. Any member of the JCR may vote in the elections, except the Returning Officer (see 8.4), provided their identity can be proved.
- 8.15. Voting will take place online, via the YUSU website.
- 8.16. Voting will be open for 5 days from 11.00 Monday until 17.00 Friday.
- 8.17. No candidate may in any way attempt in any way to influence those who are about to mark or are in the process of marking their online ballot papers.
- 8.18. The votes cast shall be counted and verified by YUSU via the website.
- 8.19. If any complaints occur they should be made directly to the Returning Officer. The decision of the Returning Officer is final.
- 8.20. If a post remains vacant, a by-election should be called. The by-election shall follow the same rules as other elections. By-election nominations cannot be opened for ten (10) days after the results are announced.
- 8.21. If a post remains vacant after a by-election the post may be appointed by the JCRC from applicants on a majority vote. In case of Clause 8.22, Clause 8.11 is void.
- 8.22. Upon the resignation of the holder/s of a JCRC position/s the position/s is/are re elected subject to the rules of a by-election.
- 8.23. If the resignation is submitted by individuals in part of a group position then members can be co-opted in accordance with the following:
  - a) If 50% or less of the position holders resign then the JCRC Members may option a replacement member into the JCRC with a vote of 66% or higher at a quorate JCRC meeting subject to the Section 6 of this Constitution; or
  - b) If 51% or more of the position holders resign then all position holders must resign and a by-election can be held in accordance with Clause 8.21

- 8.24. If a member is to be optioned into the JCRC, through the route in Clause 8.24 a), then the position and candidate for co-option must be advertised at least four (4) term days in advance of the meeting.
- 8.25. When a meeting where co-option of members occurs every Ordinary Member of JCR is entitled to full speaking rights and a closed session cannot be called by a JCRC Member, for any reason, before the election of a JCRC Member.
- 8.26. Any sub-committees of the JCRC are exempt from these elections rules. These committees are to be created in a manner decided by the JCRC.

## **9. Complaints, Affiliations and Non-Discrimination**

### *Complaints*

- 9.1. Any complaint concerning the JCRC or the JCR shall be made in writing, addressed to the Chairperson.
- 9.2. Should the complaint directly involve the Chairperson, such complaint shall be made in writing, addressed to the Vice Chairperson/s.
- 9.3. Should the complaint directly involve the Chairperson and the Vice Chairperson/s, such complaint shall be made in writing, addressed to the Well-being Representative.
- 9.4. Should the complaint directly involve a number of JCRC Members, such complaint shall be made in writing, addressed to the Head of College and Student Union's Committee to be further investigated.

### *Affiliations*

- 9.5. Affiliations to external organisations must be approved by JCRC Members in a JCRC Meeting. An Affiliation may exist for up to five (5) term weeks upon approval by JCRC Members in a JCRC Meeting before it is ratified by the JCR.
- 9.6. A report on all affiliations to external organisations should be published annually and made available to all JCRC Members.
- 9.7. In the event that an affiliation is challenged, an Ordinary Member or JCRC Member may submit a motion to a JCRC Meeting to overturn such affiliation.

### *Non-Discrimination*

- 9.8. The aims detailed pursuant to this Constitution shall be enforced without prejudice and shall not be limited to race, sex, sexual orientation, disability, ethnic origin, religion or creed, independent of any political organisation or religious body.
- 9.9. The JCR or any of its Members shall not discriminate against any person or body of persons, whether such person or body of persons is a Member of the JCR or is a Student, Member of Staff, Alumni, Contractor or Agent of the University.

**END OF CONSTITUTION**