

Appendix 4 – Referenda Process

This appendix is in support of Bye-Law Six on Referenda and is in support of an ordinary member seeking to bring forward a referendum on a specific issue, unlike a proposal from Student Executive or the Trustee Board that follows a different procedure.

Establish if a referendum on the issue is appropriate?

Are you seeking to overturn policy or wish to get a final viewpoint from our full membership on an issue? If this is a first time issue best addressed via policy please speak to the Governance and Policy Coordinator for any clarification you may wish to seek.

Once you have determined if a referendum is appropriate...

Issue a Notice of Intent

This is the step to let us know that you wish to initiate the referendum process, which must be provided in writing to the President of UUSU. An email notifying that you wish to initiate a referendum on the issue will suffice.

We need to know so we can make sure your question is clear, neutral, concise and allows for a Yes/No response that we would be asking the membership and start to make plans to ensure staff capacity to support the referendum process. Once we have clarified that...

Gathering Signatures

You will require 1% of the Unions full membership, within a period of 30 full calendar days following your Notice of Intent and our provision of the referendum form. To ensure data protection compliance is adhered with we will provide you with a link to a Microsoft Form which will also allow for the verification of signatures.

The referendum will not progress without the required level of signatures within the 30 calendar days period of the notice of intent being submitted to UUSU.

Supporting signatures may not be transferred directly to a new referendum call.

If you are successful

The Student Council or Student Executive will then set a date for the referendum to take place considering staff and organisational capacity and the university and academic calendar.

Refer to Bye-Law Six for further information.