

Byelaw 14 – Trustees

14.1 Term of office

1. The term of office for External Trustees will be for a 3 year period, commencing from the date of appointment.
2. The term of office for Sabbatical Officer Trustees will be for the duration of their time in office.
3. The term of office for Student Trustees will be for a 12-month period, commencing from the date of appointment. A student trustee will be removed from office if they cease to be a student.
4. Individuals may serve for a maximum of 2 terms as any one type of Trustee. For the avoidance of doubt these can be consecutive or non-consecutive terms.

14.2 Responsibilities of Trustees

1. The Board of Trustees are collectively responsible for:
 - a. The governance of the Union;
 - b. The budget of the Union
 - c. The strategy of the Union
 - d. Jointly with Student Council, approving amendments to the Bye Laws
 - e. Producing quarterly reports to Student Council
 - f. Trustees will at all times abide by the Trustee Code of Conduct.

14.3 Removal of External Trustee by the Board

1. External Trustees can be removed from their position on the board by a resolution of the trustees in accordance with the Articles of Association.
2. The trustee must be given at least 15 clear working days' notice in writing that the resolution is to be proposed, and stipulate why the vote has been called.
3. The trustee must be given an opportunity to address the trustees by whichever method as is seen appropriate.

14.4 Removal of External Trustee by the Board continued

A trustee removed by a resolution of the board can appeal the decision by emailing the Chief Executive within 15 working days. An appeals panel shall then be set up.

1. The appeals panel shall be made up of:
 - a. A nominee from Solent University
 - b. An Independent member of the Union
 - c. A Chief Executive from another Students Union

- d. A Sabbatical Officer from another Students Union
2. The Chief Executive and Officer will be from the same Union.

14.5 Appeals Process

1. The hearing (in normal circumstances) will take place within ten working days of the notification to appeal being made. The trustee will be informed in writing of the date and time.
2. At the hearing the Chief Executive from another Union will normally preside as chair of the panel.
3. The chair of trustee board will be invited in to present the case for removal from the board. The external trustee will then be invited in to present their case.
4. The panel will then adjourn proceedings and investigate the matters raised thoroughly and in an objective manner. This will involve conducting interviews with others and determining what rules, procedures, code of conduct etc. were breached.
5. If the appeals panel is satisfied that the original reason for removal was correct and that the issues raised during the appeal are not relevant or acceptable, they will draft a letter, with a copy being sent to the trustee and chair of the board.
6. If after investigation, the panel is not satisfied that the original reason for removal was correct, they will reconvene the appeal hearing and make known their reasons for coming to this decision. If this is the case the trustee will be reinstated with immediate effect.

14.6 Finances

The signature of at least one Trustee shall be required for all cheques.

14.7 Trustee Board

1. The SU President shall be the chair of the Trustees unless another Sabbatical Officer Trustee is appointed as Chair by a resolution of the Trustees. The Trustees may at any time reappoint the office of Chair by a resolution of the Trustees.
2. The Trustees shall appoint a Trustee to be Deputy Chair of the Trustees and may at any time remove him or her from office. The role of the Deputy Chair will be to support the Chair.
3. In the absence of the Chair and the Deputy Chair, another Trustee appointed by the Trustees present shall preside as chair of the meeting.
4. Minutes shall be kept of all resolutions and proceedings at meeting of the Union and of the Trustees, and of committees of Trustees shall be considered open and shall be available to the members on the Union website, except where those minutes relate to any reserved or confidential matters.