

Proposer:	Dan Warham
Passed:	Union Council, 25 March 2014

Following a decision taken by the Board of Trustees, the following amendment is proposed to ensure that the Board of Trustees has full oversight of decisions made on its behalf.

Bye-Law 9 – Union Officers

12. Sabbatical Officers

- a. *Sabbatical Officers shall be collectively responsible for overseeing the day-to-day operational activity of the Union.*
- b. *They shall meet regularly with the General Manager to discuss operational management of the Union.*
 - i. *These meetings shall be known as Administrative meetings.*
 - ii. *Administrative meetings will not make any decisions that are deemed to be Policy decisions and will act within the bounds of existing Union Policy.*
 - iii. *Where necessary this meeting may act on behalf of the Board of Trustees.*
 - iv. *Reports on decisions made on behalf of the Board must be submitted to the Board of Trustees for approval.*
 - v. *If the Chair, or in their absence the Vice-Chair, determines that action on a particular matter is required before the Board can next reasonably meet, the Administrative meeting may act on behalf of the Board.*
 - vi. *There shall be a separation of business between items dealing with operational activity and items dealing with delegated authority from the Board. The Chair, or in their absence Vice-Chair, must clearly indicate this distinction prior to the discussion and it must be reflected in the minutes.*
 - ~~vii. *Reports on all decisions made on behalf of the Board are to be submitted to the Board to note.*~~
 - viii. *The minutes of these meetings shall be submitted to Union Council and the Board of Trustees.*
- c. *They shall act as cheque signatories for the Union.*
- d. *They shall sit on Union Executive Committee.*

- e. A number of the Sabbatical Officers shall serve as the Sabbatical Trustees of the Union, as specified in their respective job descriptions. For the purposes of the 1994 Education Act 22(2)(d), the Sabbatical Trustees shall be the "major union offices".*
- f. They shall ensure the Union is ethically and environmentally sound, in accordance with Policy set by Union Council, General Assemblies, Referenda and Company General Meetings.*
- g. Their term of office shall be 1st August until 31st of July.*
- h. Sabbatical Officers may not stand for re-election.*