



Dublin Institute of Technology Students' Union

Constitution

A review process was set up by the DIT Students' Union Governing Council on the 13th of October, 2011. Following the review, this Constitution was written and put to the membership of the DIT Students' Union, via Referendum and was passed on the 8th of March, 2012. This result was ratified by the DIT Students' Union Governing Council on the 22nd of March 2012 and the Constitution was adopted in full by the DIT Students' Union on the 26th of June, 2012. A further review process was set up in November 2014 to address administrative issues in the Constitution, and make accommodations for the merger of DIT, IT Blanchardstown and IT Tallaght. The referendum was passed on 13th March 2015, and was presented to the Student Council meeting on the 22nd April for ratification before being adopted fully.

We the Students' of the Dublin Institute of Technology, in order to form a Body to represent us; further the rights; ensure quality of education; provide for a common experience; promote the general welfare; and secure the provision of essential services to ourselves, do decree and establish this Constitution for the Dublin Institute of Technology Students' Union.

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Article 1 Name of Organisation

1. The name of the organisation shall be the Dublin Institute of Technology Students' Union, hereinafter referred to as 'the Union', or in Irish, Aontas Na Mac Leinn, Institiud Teicneolochta, BAC.

Article 2 Membership of Organisation

1. All registered students of the Dublin Institute of Technology (hereinafter referred to as "the Institute), including all persons pursuing such courses or programmes involving apprenticeship and other extra mural and training programmes at the Dublin Institute of Technology shall be members of the Union.
2. The Electoral Commission, herein established shall liaise with the Institute to cause to be produced a Register of Electors, of those entitled to vote.
3. Only those members whose names appear on the Register of Electors shall be eligible to vote.
4. Sabbatical Officers duly elected under this Constitution shall be members of the Union by virtue of their office, and shall be automatically entitled to vote in all Union ballots, and have their names duly entered on the Register of Electors.
5. DITSU shall also recognise and work with the duly elected sabbaticals and officers of the current Students' Union's in both Blanchardstown and Tallaght Institute of Technologies, and Student Council shall be free to hold such joint meetings of students as may be desirable, so as to ensure full and fair democratic participation by the students of all three current Institutes during any transition phase to a new integrated Students' Union.
6. On the coming into operation of this Constitution, any person who was a member of the Union immediately before the coming into operation of this Constitution, shall become and be a member of the Union.
7. No person can be excluded from membership of the Union by reason of gender, marital status, family status, sexual orientation, religion, age, disability, membership of the Traveller community, race, colour, nationality, ethnic or national origin, under the terms of the Equal Status Act, 2000 (as amended).
8. The Student Council may award, as a token of honour, to such persons or organisations, as it sees fit, Honorary Membership of the Union. Honorary Membership shall confer no rights, privileges or obligations to an Honorary Member or on the Union to an Honorary Member. The Student Council shall regulate the award of such membership.
9. All persons elected to offices under the terms of the Constitution are subject to the terms of this Constitution.
10. No member may be elected to hold more than two terms of office, as College Officer of the Union in their natural lifetime.
11. No member may be elected to hold more than two terms of office, as Post Graduate Officer of the Union in their natural lifetime
12. No member may be elected to hold more than two terms of office, as President or Vice President or any combination thereof.

Article 3 Aims and Objectives of the Organisation

1. The objective of the Union shall be the promotion and furtherance of any matters of particular interest to its members and without prejudice to the generality of the foregoing, in particular: to act as the recognised and independent means of communication between students and the Institute authorities, and in the process to promote the principle of democratisation of third level education through the collective and individual participation of members of the Union.

2. The Union shall also seek to establish such services as it sees fit to improve the position of its members, including on matters relating to education and welfare and to protect and further student rights as citizens, in accordance with law. In the carrying out of these objectives, the Union shall aspire to embrace the values of accountability, democracy, efficiency, professionalism and transparency.
3. The Union shall conduct its affairs independent of any party political affiliation, under the terms of the Electoral Act, 1992 (as amended), and shall ensure that its structures, organs and other means of transacting business are non-party political in character.
4. The Union shall seek to promote participation in Clubs and Societies by members and may choose to allocate such resources as the Student Council may deem necessary to the development of such activities, following advice from the Board of DITSU CLG.

Article 4 Powers of the Union

1. All powers of organisational governance of the Union, derive, under law, from the membership, who's right it is to designate their elected representatives under the terms of this Constitution and, in final appeal, to decide all questions of policy, according to the requirements of the membership.
2. The powers of the Student Council are exercisable only by or on the authority of the organs of the Union established by this Constitution, in accordance with law.
3. The Union is empowered to own and acquire assets and to create liabilities, subject to the terms of this Constitution, in accordance with law.
4. The executive power of the Union is exercisable by the Student Council and by DITSU CLG and where appropriate by the President, subject to this Constitution.

Article 5 Funds and the Exclusive Power to Bind the Union to Contract

1. All revenues of the Union, from whatever source arising, shall be the property of DITSU CLG and shall be managed in accordance with law.
2. The sole and exclusive power to bind the Union to a lawful contract is hereby vested in the Board of DITSU CLG; no other authority, body or person so elected or established under this Constitution has the power to bind the Union to a lawful contract.

Article 6 DITSU CLG and Subsidiaries

1. The Dublin Institute of Technology Students' Union has established a corporation incorporated under law with limited liability, which is the beneficial owner, herein after referred to as DITSU CLG who shall hold the funds, assets and liabilities of the Union and manage all commercial services or other financial or trading activities on behalf of the Union. DITSU CLG is empowered to establish, acquire and dispose of any subsidiary companies, to act on its behalf.
2. The Board of DITSU CLG and its subsidiary or associated companies shall be governed in accordance with the laws of Ireland, and its Board shall consist of such persons who in the opinion of the Student Council are able and willing to act, as per **Schedule C** of this Constitution.
3. The Chairperson of DITSU CLG shall be appointed for a period of not less than two but not more than four years. The Board of DITSU CLG shall recommend a candidate to the Student Council, who must then be ratified by the Council. The Chairperson of DITSU CLG shall not be a member of the Union.
4. DITSU CLG shall regulate its own affairs subject to the laws of Ireland, and shall endeavour to be cognisant of the policies of the Student Council, as per **Schedule F** of this Constitution.

5. The Student Council and the Board of DITSU CLG shall on a periodic basis agree a written protocol which shall form the basis for mutual understanding and co-operation between both parties. This protocol shall be included in **Schedule F** of this Constitution.
6. DITSU CLG shall cause to produce an Annual Service Plan, which shall be presented to the Board of DITSU CLG no later than week six of the term of office of the President, or as soon as reasonably after. This Annual Service Plan must be submitted to the Student Council, for its consideration and approval, at its first meeting of the term.
7. The Annual Service Plan shall be produced in tandem with the Annual Programme of Work, which shall be submitted to the Student Council by the President, for the approval of Student Council, at its first meeting of term.
8. DITSU CLG shall cause to have submitted to the first meeting of the Student Council, Estimates of Receipts and the Estimates of Expenditure for the Union, subject to regulations, which shall be agreed by the Student Council and DITSU CLG.
9. DITSU CLG, subject to its agreement with the Student Council under article 6.5 and its associated schedules, shall cause to be submitted regular sets of accounts, showing performance outcome against the Estimates of Receipts and the Estimates of Expenditure for the Union.
10. DITSU CLG shall notify the Student Council of the names and attendance records of all Directors of DITSU CLG and/or associated companies on an annual basis.
11. DITSU CLG shall convene an Annual General Meeting in accordance with law. The members of the company shall consist of such persons who in the opinion of the Student Council are able and willing to act, as per **Schedule C** of this Constitution.

Article 7 Auditors of DITSU CLG

1. The Student Council shall note the appointment of auditors to DITSU CLG, and any other company so established by it, and shall note any accounts, reports or other communications so produced by DITSU CLG, any subsidiary of DITSU CLG or from an auditor thereto. The Student Council, on the advice of DITSU CLG, shall cause all such reports to be published.

Article 8 External Relations

1. DITSU affirms its support to the ideal of co-operation among organisations whose aims and objectives are in broad agreement with the Union's, in matters relating to higher education, training and the advancement of knowledge.
2. The executive 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 Student Council.
3. The Union shall be a full-member of the Union of Students in Ireland and such membership shall be discontinued on the basis of the result of a plebiscite of the membership on the question of whether to continue in membership of the Union of Students in Ireland to occur every third year. The President shall report to the Student Council on the interaction between the Union of Students in Ireland and the Union on a regular basis, as agreed by Student Council.
4. All persons seeking support for election to sabbatical offices with the Union of Students in Ireland shall address a meeting of the Student Council who shall, following a secret ballot, bind and mandate the Union's delegation to the Annual Congress or other electing convention to vote for candidates only of the Student Council's choosing.

5. All Union delegates to the Annual Congress of the Union of Students in Ireland shall be selected to attend by the Executive Council, and approved by the Student Council, save where otherwise prescribed by this Constitution. Student Council shall regulate the terms and conditions pertaining to all Union delegates attending.
6. Other external affiliations which the Union becomes a party to, shall be approved by the Student Council, who shall not be bound by membership of an external organisation, where such a membership involves a charge on the funds of the Union, exceeding one eighth of one percent of the Union's aggregate annual membership fees for the previous financial year. This section shall not apply to external affiliations of a technical or administrative character.
7. No policy of an external organisation, even where the Union is a member, shall be part of the policy of the Union, save as may be determined by the Student Council in accordance with law.
8. All non-professional staff appointments to committees or other groups either formal or *ad hoc*, established by the Institute, including the terminations of those appointments, shall be a matter for the President, subject to this Constitution and the law. Such appointments shall be taken up on a voluntary basis on behalf of the Student Council. All persons so appointed, must recognise this Constitution and policy of the Union. The Student Council should note appointments and a record of appointments shall be maintained by the Clerk to Student Council.
9. All appointments to the Governing Body of the Institute, and terminations of those appointments, shall be regulated by the Student Council, subject to the law, this Constitution and the Dublin Institute of Technology Act, 1992 (as amended), or other Legislation providing a statute of governance for the Institute.

Article 9 The Student Council

1. There shall be a Student Council consisting of not more than one hundred members, which shall be constituted as follows: :
 - i. The Executive Council, ex officio, who shall have one collective vote, normally exercised by the President or by such other person as nominated by the President, from time to time. The School Representatives, ex officio, who shall each have one vote.
 - ii. The remaining quota of members shall each have one vote and shall be allocated to each Class Representative Meeting, on the advice of the Electoral Commission, as per Schedule A of this Constitution.
2. Elections of Student Councillors from each Class Representative Meeting to the Student Council, shall take place no later than 4 weeks after teaching commences, in a manner to be regulated by the Electoral Commission and advised to the Student Council as per Schedule A of this Constitution. No person may be returned as a member of the Student Council who is not a member of the Union.
3. The sole and exclusive power to make policy for the Union is hereby vested in the Student Council, no other person or body has the power to make policy for the Union.
4. Policy adopted by the Student Council shall only be valid for a period of five years following its adoption, after which it shall automatically fall, but must be presented before the Student Council for review.
5. Any mandate adopted by the Student Council shall only be valid for a period of two years following its adoption. Once the Student Council has deemed this mandate as complete, it shall expire. Following its adoption, if the mandate has not been completed within this period, it shall automatically be presented before the Student Council for review.
6. Provision may be made by the Student Council for the creation or recognition of subordinate bodies and for the powers and functions of these bodies. Bodies, so created, shall be prescribed in **Schedule D** of this Constitution, together with a copy of their terms of reference.

7. The Student Council shall establish the Class Representative Meeting. These bodies shall be composed of Class Representatives based around agreed organisational units of the Institute, based either on a college basis or on a geographic node, on the advice of the Electoral Commission, as per Schedule A of this Constitution.
8. The Student Council shall establish the College Student Forum. This body shall be open to all students, reflecting agreed organisational units of the Institute, based either on a college basis or on a geographic node, on the advice of the Electoral Commission, as per Schedule A of this Constitution.
9. The number of members necessary to constitute a valid meeting of the Student Council shall be determined by the standing orders of the Student Council.
10. The Elected Officers of the Union may be summoned to attend meetings of subordinate bodies of the Student Council.
11. The Student Council shall hold at least seven sittings during the academic year as defined by the Institute.
12. Should there be cause for an emergency meeting of the Student Council; members must be notified at least one day in advance. An emergency meeting may be called by any member with the assent of a third of the total membership of the Council, provided that all members are invited to attend the meeting once the assent has been given.
13. The sittings of the Student Council shall be held in public; however no person other than a member of the Student Council, or other persons so invited by the Chairperson, may address and be heard at Student Council.
14. In cases of special emergency however, the Student Council may hold a private sitting with the assent of half plus one of the members present.
15. The Student Council shall appoint a person who shall not be a member of the Student Union to act as its Chairperson, and shall prescribe the duties of the Chairperson within **Schedule F** of this Constitution.
16. The Chairperson shall not have been a member of the Union for at least two academic years.
17. The Chairperson shall act in an independent capacity, and shall be required to sign a code of conduct as agreed by the Student Council and prescribed in **Schedule F** of this Constitution.
18. The Student Council shall elect from one of its number no later than the second meeting, a Deputy Chairperson. The Deputy Chairperson shall act if the Chairperson is temporarily incapacitated and shall not receive an honorarium. The Deputy Chairperson shall act in an independent capacity whilst assuming the role of the Chairperson.
19. The Independent Chairperson of Student Council may receive an honorarium as decided by the Electoral Commission, in consultation with the Student Council as per **Schedule F** of this Constitution.
20. The Chairperson shall be appointed by the Student Council no later than the 30th day of April, and shall take office, unless otherwise stated by the Student Council on advice of the Electoral Commission from July 1st and shall have a term of office not exceeding two years.
21. The Chairperson may be removed from their retained position, by way of a motion moved before the Student Council, which gains the support of two thirds of the total membership of the Student Council.
22. The Student Council shall make its own rules and standing orders with the power to attach penalties for their infringement.
23. All questions in the Student Council shall, as otherwise provided by this Constitution, be determined by a majority of the votes of the members present, other than the Chairperson or presiding Deputy Chairperson.

24. The Chairperson or presiding Deputy Chairperson shall have, and exercise, a casting vote in the case of an equality of votes.
25. All official minutes, agendas and reports of the Student Council shall be published, save where a motion to defer publication for a stated period of time has been given assent by two-thirds of the members present.
26. The Chairperson shall summon all meetings and shall cause to produce an agenda for the Student Council, in conjunction with the Clerk to the Student Council, subject to this Constitution. This Agenda shall be in draft format, until adopted by the members of the Council.
27. The Clerk to the Student Council shall be appointed by the Board of DITSU CLG to provide such technical and administrative supports as the Student Council may determine, in association with DITSU CLG.
28. The Clerk to the Student Council and all staff members of DITSU CLG shall have attendance rights at sessions of the Student Council.
29. The Student Council may make provision, after consulting with, and taking advice from DITSU CLG, for the payment of expenses to the members of the Student Council to cover costs of travel and other matters, subject to policy decided by the Student Council, and in accordance with the law. Elected Office holders shall not receive any allowance in respect of their attendance at Student Council.
30. The Student Council shall request DITSU CLG on an annual basis to review the level of pay or honorarium paid to Elected Officers or other elected or appointed persons under this Constitution. DITSU CLG shall advise the Student Council of all payments and expenses paid to the Elected Officers or other persons in receipt of an honorarium on a periodic basis.
31. The Student Council shall not enact any policy which is in any respect repugnant to this Constitution, or any provision thereof or which is unlawful.
32. The President must present to the Student Council, before week 6 of the academic term, as prescribed by the Academic Calendar, a Programme of Work, which shall set forth the priorities for Union in the forthcoming year. The Programme of Work may at any time be put under scrutiny by the Student Council or any of its sub committees.
33. The Chairperson of the Student Council shall direct that the Programme of Work be reviewed periodically during the remaining part of the year. On such occasions the President and the Vice Presidents shall be summoned to account for the activities undertaken on foot of the Programme of Work.
34. The President, the Vice Presidents, College Officers and Post Graduate Officer shall be summoned to attend all sessions of the Student Council and must show good cause why they cannot attend.
35. The Student Council may submit a policy matter to a plebiscite of the membership in accordance with the terms of this Constitution.
36. The manner, including the time to be taken in which such a plebiscite is conducted shall be subject to the terms of this Constitution's provision for holding a referendum, and shall be so established in a manner as set out by the Electoral Commission.
37. A request for a plebiscite shall be submitted by the Chairperson of the Student Council to the Electoral Commission. The petition must be taken in a manner prescribed by the Electoral Commission and must be signed by not less than 7% of the Union's membership and 25% of the total membership of the Student Council. The Electoral Commission shall rule on the validity of the request.
38. Policy so formed as a consequence of a plebiscite shall be binding on the Union for the period stated therein, provided at all times, that no such period exceeds 5 years and any policy so formed which does not have a stated lifespan shall be deemed to be for the period of 5 years

39. A member of the Student Council may resign by placing their resignation in the hands of the Chairperson of the Student Council. The Chairperson may resign by placing their resignation in the hands of the President.
40. The Chairperson of the Student Council shall cause to have made a Seal of the Student Council of the Dublin Institute of Technology Students' Union, which shall be affixed to all official Student Council documents, including warrants of appointment, certification of election, certification of impeachment and other technical communications and shall be held in the office of the Clerk to the Student Council.

Article 10 The School Representative

1. A School Representative shall be elected to represent members of the Union at a school level. There shall be one School Representative per school or equivalent organisational node, as defined in Schedule A of this Constitution by the Student Council, on the advice of the Electoral Commission.
2. The School Representative shall be a registered student of the Institute.
3. The role of the School Representative shall be to assist the College Officer, as per **Schedule G** of this Constitution. School Representatives may be summoned to attend meetings of the Class Representative Meeting or its subordinate bodies.

Article 11 The Class Representative Meeting

1. The Class Representative Meeting is established under, and by virtue of Article 9 of this Constitution, and shall act as a body exercising limited representative functions for colleges or specific major geographic nodes of course provision. The Class Representative Meeting shall be composed of Class Representatives, who shall be elected in a manner set out by the Electoral Commission, and shall determine the numbers of members required for a valid meeting by its standing orders.
2. There shall be a minimum of three sittings of the Class Representative Meeting per semester in each Geographic node, as per **Schedule A** of this Constitution.
3. The sittings of the Class Representative Meeting shall be held in public; however no person other than a member of the Class Representative Meeting, personages holding office under the terms of this Constitution or other persons so invited by the College Representative may address and be heard at Class Representative Meeting.
4. In cases of special emergency however, the Student Council may consent to allow a Class Representative Meeting to hold a private sitting with the assent of half plus one of the members present at the Student Council.
5. The Elected Officers of the Union shall have full right of audience and attendance at Class Representative Meeting, whilst staff members of DITSU CLG shall have attendance rights at sessions of the Class Representative Meeting.
6. Each class shall have one Class Representative, who shall act as the official representative of that class. A class is a unit of students as defined in Schedule A of this constitution.
7. Provision may be made by the Electoral Commission to determine class groups for the purposes of establishing an electoral constituency, to elect Class Representative at post-graduate or other levels within the Institute. The Electoral Commission may provide for amalgamation of class groups in circumstances where, in its opinion, such a course of action is required to achieve equitable representation.
8. The Electoral Commission shall seek to ensure that sub-groups or streams of a class are represented by a Class Representative.
9. Every registered Union member in each class shall be eligible for membership of a Class Representative Meeting.

10. Every person nominated for election as a Class Representative, shall be done so by two class members, where possible.
11. The Class Representative Meeting may establish ad hoc working groups as deemed necessary.
12. The Class Representative Meeting shall be presided over by the College Officer.
13. The Class Representative Meeting shall elect from one of its number no later than the second meeting, a Deputy Chairperson. The Deputy Chairperson shall act if the Chairperson is temporarily incapacitated and shall not receive an honorarium.
14. The College Officer shall summon all meetings, and shall cause to produce an agenda for the Class Representative Meeting in conjunction with the Clerk to the Class Representative Meeting, subject to this Constitution. This Agenda shall be in draft format, until adopted by the members of the Class Representative Meeting.
15. The Clerk to the Class Representative Meeting shall be appointed by DITSU CLG to provide such technical and administrative supports as the Class Representative Meeting may determine, in association with DITSU CLG.
16. A member of the Class Representative Meeting may resign by placing their resignation in the hands of the College Officer.

Article 12 The College Student Forum

1. The College Student Forum is established under virtue of Article 9 of this Constitution, and shall serve as a point of interaction between elected officers of the Union and students of specific colleges or major geographic nodes of course provision. The Student Council shall establish the College Student Forum on the advice of the Electoral Commission.
2. The College Student Forum shall be open to any student within their respective college or major geographical node of course provision.
3. College Fora may be held as needed on advice of the Executive Council.
4. In the event of the College Officer being unavailable to chair a meeting of a College Forum the chair shall be taken by a Sabbatical Officer as nominated by the Executive
5. The sittings of the College Student Forum shall be held in public.
6. The Elected Officers of the Union shall have full right of audience and attendance at the College Student Forum, whilst staff members of DITSU CLG shall have attendance rights at sessions of the College Student Forum.
7. The College Student Forum shall be presided over by the College Officer, or a Sabbatical Officer as approved by the
8. The College Officer shall summon all meetings and shall cause to produce a standard agenda, as per local requirements
9. The Clerk to the Class Representative Meeting shall be appointed by DITSU CLG to provide such technical and administrative supports as the College Student Forum may determine, in association with DITSU CLG.

Article 13 The Office of President

1. There shall be a President of the Union, hereinafter called the President, who shall exercise and perform the powers and functions conferred on the President by this Constitution and any additional functions, duties or responsibilities conferred upon them by DITSU CLG.
2. The President shall hold office on a Sabbatical Office basis and shall be an employee of DITSU CLG during the course of their term of office, subject to this Constitution and the terms of employment governing the office of President as set forth by DITSU CLG.
3. The President shall be elected by direct vote of the membership, where every member and Sabbatical Officer has the right to vote, subject to the terms of this Constitution and to any regulations laid down by the Student Council on the advice of the Electoral Commission.
4. The voting shall be by secret ballot and by means of the single transferable vote.
5. The President shall hold office for a term of one year from the first day of July to the last day of June in the following calendar year, save where a person enters into the office at a later point from the first day of July. That person shall relinquish their office on the last day of June, unless before the expiration of that period they cease to be able to perform the functions of the office for reasons of health, resignation or are removed from office.
6. Every candidate for the office of President must be nominated by not less than half of one percent of the members of the Union in accordance with regulations to be approved by the Student Council on the advice of the Electoral Commission.
7. Where only one candidate is nominated for office, it shall be necessary to proceed to a confirmation ballot for their election. In such an event, such a candidate's name shall be recorded on a ballot paper, which shall call on electors to indicate a 'Yes' or 'No' preference.
8. For a candidate to be deemed elected at a confirmation ballot, they must receive 50% plus 1 of the valid ballots cast at the confirmation ballot. Where a candidate fails to be elected, the Electoral Commission shall deem that the candidate has failed to have been validated at the confirmation ballot and shall cause to have nominations reopened.
9. All candidates seeking election to the Office of President shall cause to have put in the hands of the Electoral Commission a Statement of Intention, which the Electoral Commission shall circulate generally to members; the Electoral Commission shall prescribe the format of such a Statement of Intention.
10. The President shall hold no other elected office in the Union save those provided for by the terms of this Constitution, nor shall the President hold any elected office in a recognised club or society of the Institute or in any informal grouping organised in the Institute.
11. While in Office, the President shall conduct their affairs independently of any party political affiliation that they may hold, under the terms of the Electoral Act, 1992 (as amended).
12. The President shall enter upon their office at a date determined by the Electoral Commission, following the taking and subscribing publicly, in the presence of the members of the Student Council, the members of the Electoral Commission, the Board of DITSU CLG and other personages, the following declaration which shall be attested by the Chairperson of the Student Council and the Chairperson of the Electoral Commission:

"I do solemnly and sincerely promise and declare that I (N) will maintain the Constitution of the DIT Students' Union and upholds its provisions, that I will fulfil my duties faithfully and conscientiously in accordance with the Constitution and I will dedicate my abilities to the service and welfare of the membership of the Union".

13. Should the President act outside of their role as per 0or should a member of the Student Council call the conduct or productivity of the President into question, the Student Council may request that the matter is investigated by DITSU CLG, in accordance with the law.
14. DITSU CLG shall investigate the charge, or cause the charge to be investigated.
15. A proposal to prefer a charge against the President under this section shall not be accepted for consideration unless a notice of motion in writing is signed by not less than half of the total membership of the Student Council. The President shall be subject to a contract of officership with DITSU, and will not have deemed to enter their office or may not draw any emoluments and allowances until they have subscribed to their contract of officership. The terms and conditions of office shall be subject to law and any internal rules governing the operation of DITSU CLG whose Board have the right to suspend or otherwise diminish any emoluments and allowances payable to the President. The role description of the President, which shall form part of their contract of officership, shall be prescribed in **Schedule H** of this Constitution.
16. Where the Board of DITSU CLG deems it necessary to suspend or otherwise subject the President to a disciplinary procedure, the Chairperson of DITSU CLG shall notify the Chairperson of the Student Council of such a procedure being instigated or taken.
17. Where the Board of DITSU CLG deems it necessary to suspend the President, the President shall desist from styling themselves as President or performing any functions of the office of President of the Union, until such time as investigations (if necessary) have been completed, and all disciplinary procedures, as per the terms of contract of employment with DITSU CLG, have been adhered to.
18. In the event, where the Board of DITSU CLG and the Student Council fail to agree under the terms of Article 6 of this Constitution, the Chairperson of DITSU CLG and the Chairperson of the Student Council shall cause to appoint an appropriately qualified person to act as mediator or arbitrator, as the case may determine, subject to agreement between the parties, the purpose of which will be to enable the parties to find a common pathway within the law, to resolve any differences which may have arisen.

Article 14 The Functions of the President

1. The President shall be the primary spokesperson for the Union and shall take up membership of the Institute's Governing Body, subject to Article 8 and Article 13 of this Constitution, as per the Dublin Institute of Technology Act, 1992 (as amended).
2. The President shall have the right of audience and attendance at meetings of the Board of DITSU CLG and all its subsidiary companies, Student Council and Class Representative Meetings and any other such bodies so invited to participate within. However, where that body determines that the attendance of the President would be prejudicial to natural justice, the President may be declined the right to attend and be heard.
3. The President shall be the principal delegate and spokesperson to the National Council and Annual Congress of the Union of Students in Ireland.
4. The powers and functions conferred on the President by this Constitution shall be exercisable and performable by them, only on the advice of the Student Council and the Board of DITSU CLG, save where it is provided by this Constitution that they shall act in their absolute discretion.
5. Subject to this Constitution, additional powers and functions, may be conferred on the President by the Student Council and by the Board of DITSU CLG.

Article 15 Delegation of the Functions of the President

1. Within the first month of office, the President shall choose one of the Vice Presidents of the Union to act as Deputy President.

2. In the event of the temporary absence of the President, or their temporary incapacity, the Deputy President shall carry out the functions of the President.
3. In the event of permanent incapacity or in the event of resignation, removal from office or failure to exercise and perform their powers and functions, the Deputy President shall act as President for the remainder of the term of office of the President concerned. If this occurs during the first half of the term of office, a bye-election shall be held for the vacated position.

Article 16 The Office of Vice President

1. A number of offices of the Vice President shall be established with respect to specific briefs, as per **Schedule B** of this Constitution. All these offices in the schedules shall hereinafter be referred to as the Vice President
2. The Vice President shall exercise and perform the powers and functions conferred on the Vice President by this Constitution and any additional functions, duties or responsibilities conferred upon them by the President or by DITSU CLG.
3. The Vice President shall hold office on a sabbatical basis and shall be an employee of DITSU CLG during the course of their term of office, subject to this Constitution and the terms of employment governing the office of Vice President as set forth by DITSU CLG.
4. The Vice President shall be elected by direct vote of the membership, where every member and sabbatical officer has the right to vote, subject to the terms of this Constitution and to any regulations laid down by the Student Council on the advice of the Electoral Commission.
5. The voting shall be by secret ballot and by means of the single transferable vote.
6. The Vice President shall hold office for a term of one year from the first day of July to the last day of June in the following calendar year, save where a person enters in to the office at a later point from the first day of July. That person shall relinquish their office on the last day of June, unless before the expiration of that period they cease to be able to perform the functions of the office for reasons of health, resignation or are removed from office.
7. Every candidate for the office of Vice President must be nominated by no less than half of one percent of the members of the Union in accordance with regulations to be approved by the Student Council on the advice of the Electoral Commission.
8. Where only one candidate is nominated for office, it shall be necessary to proceed to a Confirmation Ballot for their election. In such an event, such a candidate's name shall be recorded on a ballot paper, which shall call on electors to indicate a 'Yes' or 'No' preference.
9. For a candidate to be deemed elected at a Confirmation Ballot, they must receive 50% plus 1 of the valid ballots cast at the Confirmation Ballot. Where a candidate fails to be elected, the Electoral Commission shall deem that the candidate had failed to have been validated at the Confirmation Ballot and shall cause to have nominations reopened.
10. All candidates seeking election to the Office of Vice President shall cause to have put in the hands of the Electoral Commission, a Statement of Intention, which the Electoral Commission shall circulate generally to members; the Electoral Commission shall prescribe the format of such a Statement of Intention.
11. The Vice President shall hold no other elected office in the Union save those provided for by the terms of this Constitution, nor shall the Vice President hold any elected office in a recognised club or society of the Institute or in any informal grouping organised in the Institute.
12. While in Office, the President shall conduct their affairs independently of any party political affiliation that they may hold, under the terms of the Electoral Act, 1992 (as amended).

13. The Vice President shall enter upon their office, at a date determined by the Electoral Commission, by taking and subscribing publicly, in the presence of the members of the Student Council, the members of the Electoral Commission and the Board of DITSU CLG and other personages, the following declaration, which shall be attested by the Chairperson of the Student Council and the Chairperson of the Electoral Commission:

“I do solemnly and sincerely promise and declare that I (N) will maintain the Constitution of DITSU and upholds its provisions, that I will fulfil my duties faithfully and conscientiously in accordance with the Constitution and I will dedicate my abilities to the service and welfare of the membership of the Union”.
14. Should the Vice President act outside of their role, or should a member of the Student Council call the conduct or productivity of the Vice President into question, the Student Council may request that the matter is investigated by DITSU CLG, in accordance with the law.
15. DITSU CLG shall investigate the charge, or cause the charge to be investigated.
16. A proposal to prefer a charge against the Vice President under this section shall not be accepted for consideration unless a notice of motion in writing is signed by not less than half of the total membership of the Student Council. The Vice President shall be subject to a contract of officership with DITSU, and will not have deemed to enter their office or may not draw any emoluments and allowances until they have subscribed to the contract of officership. The terms and conditions of office shall be subject to law and any internal rules governing the operation of DITSU CLG whose Board have the right to suspend or otherwise diminish any emoluments and allowances payable to the Vice President. The role description of the Vice President, which shall form part of their contract of officership, shall be prescribed in **Schedule H** of this Constitution.
17. Where the Board of DITSU CLG deems it necessary to suspend or otherwise subject the Vice President to a disciplinary procedure, the Chairperson of DITSU CLG shall notify the Chairperson of the Student Council of such a procedure being instigated or taken.
18. Where the Board of DITSU CLG deems it necessary to suspend the Vice President, the Vice President shall desist from styling themselves as Vice President or performing any functions of the office of Vice President of the Union, until such time as investigations (if necessary) have been completed, and all disciplinary procedures, as per the terms of contract of employment with DITSU CLG, have been adhered to.
19. In the event, where the Board of DITSU CLG and the Student Council fail to agree under the terms of Article 6 of this Constitution, the Chairperson of DITSU CLG and the Chairperson of the Student Council shall cause to appoint an appropriately qualified person to act as mediator or arbitrator, as the case may determine, subject to agreement between the parties, the purpose of which will be to enable the parties find a common pathway, within the law, to resolving any differences, which may have arisen.

Article 17 The Functions of the Vice-President

1. The Vice President shall carry out functions as determined the Student Council from time to time, including the strategic development of services in the field of educational and welfare development, membership and commercial services, events and entertainments and any other duties so assigned by the Student Council, the President or DITSU CLG.
2. The Vice President shall have the right of audience and attendance at meetings of the Board of DITSU CLG, the Student Council and Class Representative Meetings and any other such bodies so invited to participate within. However, where that body determines that the attendance of the Vice President would be prejudicial to natural justice, the Vice President may be declined the right to attend and be heard.
3. The Vice President shall be a delegate to the Annual Congress of the Union of Students in Ireland.

4. The powers and functions conferred on the Vice President by this Constitution shall be exercisable and preferable by them only on the advice of the Student Council, the President and DITSU CLG, save where it is provided by this Constitution that they shall act in their absolute discretion.
5. Subject to this Constitution, additional powers and functions may be conferred on the Vice President by the President, the Student Council and by the Board of DITSU CLG.
6. In the event of the absence of the Vice President, or their temporary incapacity the President shall delegate the responsibilities of that office, as appropriate, amongst the elected officers.
7. In the event of permanent incapacity or in the event of death, resignation, removal from office or failure to exercise and perform the powers and functions of the Vice President, within the first half of their term of office, the Electoral Commission shall cause to hold a bye-election. Should this position become vacant beyond the first half of the term of office, the President shall delegate the responsibilities of that office, as appropriate, amongst the elected officers, save for where the President believes a bye-election to be appropriate.

Article 18 The Office of the College Officer

1. There shall be a number of Offices of the College Officer established with respect to specific colleges or major geographical nodes, as determined by the Student Council on the advice of the Electoral Commission, as per Schedule A of this constitution.
2. The College Officer shall be a registered student of the Institute.
3. The College Officer shall exercise and perform the powers and functions conferred on the College Officer by this Constitution and any additional functions, duties or responsibilities conferred upon them by the Class Representative Meeting, the Student Council and the President or by DITSU CLG.
4. The College Officer shall hold office on a part-time basis and shall be an employee of DITSU CLG during the course of their term of office, subject to this Constitution and the terms of employment governing the office of College Officer set forth by DITSU CLG.
5. The College Officer shall be elected by direct vote of the membership within their specific college or major geographical node, where every member of the specific college or major geographical node has the right to vote, subject to the terms of this Constitution and to any regulations laid down by the Student Council on the advice of the Electoral Commission as per Schedule A of this Constitution.
6. The voting shall be by secret ballot and by means of the single transferable vote.
7. The College Officer shall hold office for a term as determined by Electoral Commission, prior to election. The term of office shall not exceed one year, and must conclude by the 30th Day of June.
8. Every candidate for the office of College Officer must be nominated by no less than half of one percent of the members of their constituency within the Union, in accordance with regulations to be approved by the Student Council, on the advice of the Electoral Commission.
9. Where only one candidate is nominated for office, it shall be necessary to proceed to a Confirmation Ballot for their election. In such an event, such a candidate's name shall be recorded on a ballot paper, which shall call on electors to indicate a 'Yes' or 'No' preference.
10. For a candidate to be deemed elected at a Confirmation Ballot, they must receive 50% plus 1 of the valid ballots cast at the Confirmation Ballot. Where a candidate fails to be elected, the Electoral Commission shall deem that the candidate had failed to have been validated at the Confirmation Ballot and shall cause to have nominations reopened.

11. All candidates seeking election to the Office of College Officer shall cause to have put in the hands of the Electoral Commission, a Statement of Intention which the Electoral Commission shall circulate generally to members; the Electoral Commission shall prescribe the format of such a Statement of Intention.
12. The College Officer shall hold no other elected office in the Union save those provided for by the terms of this Constitution.
13. Where the College Officer holds an elected office in a recognised club or society of the Institute or in any informal grouping organised in the Institute, they must conduct their affairs as College Officer independently of any influence from these clubs, societies or informal groupings.
14. The College Officer shall conduct their affairs independently of any party political affiliation that they may hold, under the terms of the Electoral Act, 1992 (as amended).
15. The College Officer shall enter upon their office, at a date determined by the Electoral Commission, by taking and subscribing publicly, in the presence of the members of the Student Council, the members of the Electoral Commission and the Board of DITSU CLG and other personages, the following declaration, which shall be attested by the Chairperson of the Student Council and the Chairperson of the Electoral Commission:

“I do solemnly and sincerely promise and declare that I (N) will maintain the Constitution of DITSU and upholds its provisions, that I will fulfil my duties faithfully and conscientiously in accordance with the Constitution and I will dedicate my abilities to the service and welfare of the membership of the Union”.
16. Should the College Officer act outside of their role, or should a member of the Student Council call the conduct or productivity of the College Officer into question, the Student Council may request that the matter is investigated by DITSU CLG, in accordance with the law.
17. DITSU CLG shall investigate the charge, or cause the charge to be investigated.
18. A proposal to prefer a charge against the College Officer under this section shall not be considered for consideration unless notice of motion in writing is signed by not less than half of the total membership of the Students Council, and it has been forwarded in writing by the Board of DITSU CLG. The College Officer shall be subject to a contract of officership with DITSU, and will not have deemed to enter their office or may not draw any emoluments and allowances until they have subscribed to their contract of officership. The terms and conditions of office shall be subject to law and any internal rules governing the operation of DITSU CLG whose Board have the right to suspend or otherwise diminish any emoluments and allowances payable to the College Officer. The role description of the College Officer, which shall form part of their contract of officership, shall be prescribed in **Schedule H** of this Constitution
19. Where the Board of DITSU CLG deems it necessary to suspend or otherwise subject the College Officer to a disciplinary procedure, the Chairperson of DITSU CLG shall notify the Chairperson of the Student Council of such a procedure being instigated or taken.
20. Where the Board of DITSU CLG deems it necessary to suspend the College Officer, the College Officer shall desist from styling themselves as College Officer, or performing any functions of the office of College Officer of the Union, until such time as investigations (if necessary) have been completed, and all disciplinary procedures, as per the terms of contract of employment with DITSU CLG, have been adhered to.
21. In the event, where the Board of DITSU CLG and the Student Council fail to agree under the terms of Article 6 of this Constitution, the Chairperson of DITSU CLG and the Chairperson of the Student Council shall cause to appoint an appropriately qualified person to act as mediator or arbitrator, as the case may determine, subject to agreement between the parties. The purpose of which will be to enable the parties find a common pathway to resolving any differences, which may have arisen.

Article 19 The Functions of the College Officer

1. The College Officer shall carry out functions as determined by the Student Council and the Class Representative Meeting from time to time, including representing the views of their membership, electing Class Reps, engaging with their membership or any other duties prescribed by the Student Council, the President or DITSU CLG.
2. The College Officer shall chair the Class Representative Meeting and the College Student Forum.
3. The College Officer shall have the right of first refusal, to be a delegate to the Annual Congress, of the Union of Students in Ireland.
4. The powers and functions conferred on the College Officer by this Constitution shall be exercisable and preferable by them, only on the advice of the Student Council, the President and DITSU CLG; save where it is provided by this Constitution that they shall act in their absolute discretion.
5. Subject to this Constitution, additional powers and functions may be conferred on the College Officer by the Class Representative Meeting, the Student Council, the President, and by the Board of DITSU CLG.
6. In the event of the absence of the College Officer, or their temporary incapacity the President shall delegate the responsibilities of that office, as appropriate, amongst the elected officers, either full time elected officers or College Officers.
7. In the event of permanent incapacity or in the event of death, resignation, removal from office or failure to exercise and perform the powers and functions of the College Officer, within the first half of their term of office, the Electoral Commission shall cause to hold a bye-election. Should this position become vacant beyond the first half of the term of office, the College Officer shall delegate the responsibilities of that office, as appropriate, amongst the elected officers, save for where the President believes a bye-election to be appropriate.

Article 20 The Office of the Postgraduate Officer

1. There shall be an elected representative of postgraduate students, known as the Postgraduate Officer, who shall exercise and perform the powers and functions conferred on the Postgraduate Officer by this Constitution and any additional functions, duties or responsibilities conferred upon them by the President or by DITSU CLG.
2. The Postgraduate Officer shall be a registered post graduate student of the Institute, and shall not have held a sabbatical position within the Students' Union in the previous 3 years. The person appointed shall hold office on a part-time basis, and shall be an employee of DITSU CLG during the course of their term of office, subject to this Constitution and the terms of employment governing the office of Postgraduate Officer as set forth by DITSU CLG.
3. The Postgraduate Officer shall be elected in a manner determined by the Electoral Commission, subject to the terms of this Constitution and to any regulations laid down by the Student Council, as per Schedule A of this Constitution.
4. The Postgraduate Officer shall hold office for a term as determined by Electoral Commission, prior to election. The term of office shall not exceed one year, and must conclude by the 30th Day of June.
5. Every candidate for the office of Postgraduate Officer must be nominated by no less than half of one percent of the members of their constituency within the Union, in accordance to regulations to be approved by the Student Council on the advice of the Electoral Commission.
6. Where only one candidate is nominated for office, it shall be necessary to proceed to a Confirmation Ballot for their election.

7. For a candidate to be deemed elected at a Confirmation Ballot, they must receive 50% plus 1 of the valid ballots cast at the Confirmation Ballot. Where a candidate fails to be elected, the Electoral Commission shall deem that the candidate had failed to have been validated at the Confirmation Ballot and shall cause to have nominations reopened.
8. All candidates seeking election to the Office of Postgraduate Officer shall cause to have put in the hands of the Electoral Commission, a Statement of Intention, which the Electoral Commission shall circulate generally to members; the Electoral Commission shall prescribe the format of such a Statement of Intention.
9. The Postgraduate Officer shall hold no other elected office in the Union save those provided for by the terms of this Constitution.
10. Where the Postgraduate Officer holds an elected office in a recognised club or society of the Institute or in any informal grouping organised in the Institute, they must conduct their affairs as Postgraduate Officer independently of any influence from these clubs, societies, or informal groupings.
11. The Postgraduate Officer shall conduct their affairs independently of any party political affiliation that they may hold, under the terms of the Electoral Act, 1992 (as amended).
12. The Postgraduate Officer shall enter upon their office, at a date determined by the Electoral Commission, by taking and subscribing publicly, in the presence of the members of the Student Council, the members of the Electoral Commission and the Board of DITSU CLG and other personages, the following declaration, which shall be attested by the Chairperson of the Student Council and the Chairperson of the Electoral Commission:

“I do solemnly and sincerely promise and declare that I (N) will maintain the Constitution of DITSU and upholds its provisions, that I will fulfil my duties faithfully and conscientiously in accordance with the Constitution and I will dedicate my abilities to the service and welfare of the membership of the Union”.
13. Should the Postgraduate Officer act outside of their role, or should a member of the Student Council call the conduct or productivity of the Postgraduate Officer into question, the Student Council may request that the matter is investigated by DITSU CLG, in accordance with the law.
14. DITSU CLG shall investigate the charge, or cause the charge to be investigated.
15. A proposal to prefer a charge against the Postgraduate Officer under this section shall not be accepted for consideration unless notice of motion in writing is signed by not less than half of the total membership of the Student Council, and it has been forwarded in writing by the Board of DITSU CLG. The Postgraduate Officer shall be subject to a contract of officership with DITSU CLG, and will not have deemed to enter their office or may not draw any emoluments and allowances until they have subscribed to their contract of officership. The terms and conditions of office shall be subject to law and any internal rules governing the operation of DITSU CLG whose Board have the right to suspend or otherwise diminish any emoluments and allowances payable to the Postgraduate Officer. The role description of the Postgraduate Officer, which shall form part of their contract of officership, shall be prescribed in **Schedule H** of this Constitution
16. Where the Board of DITSU CLG deems it necessary to suspend or otherwise subject the College Officer to a disciplinary procedure, the Chairperson of DITSU CLG shall notify the Chairperson of the Student Council of such a procedure being instigated or taken.
17. Where the Board of DITSU CLG deems it necessary to suspend the Postgraduate Officer, the Postgraduate Officer shall desist from styling themselves as Postgraduate Officer or performing any functions of the office of College Officer of the Union, until such time as investigations (if necessary) have been completed, and all disciplinary procedures, as per the terms of contract of employment with DITSU CLG, have been adhered to.
18. In the event, where the Board of DITSU CLG and the Student Council fail to agree under the terms of Article 6 of this Constitution, the Chairperson of DITSU CLG and the Chairperson of the Student Council shall cause to appoint an appropriately qualified person to act as mediator or arbitrator, as the case may determine,

subject to agreement between the parties. The purpose of which, will be to enable the parties find a common pathway to resolving any differences, which may have arisen.

Article 21 The Functions of the Postgraduate Officer

1. The Postgraduate Officer shall carry out functions as determined by the Student Council from time to time, including representing the views of postgraduate students, electing Class Reps at postgraduate level, engaging with their postgraduate students or any other duties prescribed by the Student Council, the President or DITSU CLG.
2. The Postgraduate Officer shall have the right of audience and attendance at meetings of the Student Council, Class Representative Meeting and any other such bodies so invited to participate within. However, where that body determines that the attendance of the Postgraduate Officer would be prejudicial to natural justice, the Postgraduate Officer may be declined the right to attend and be heard.
3. The Postgraduate Officer shall have right of refusal to attend the Annual Congress of the Union of Students in Ireland.
4. The powers and functions conferred on the Postgraduate Officer by this Constitution shall be exercisable and preferable by them only on the advice of the Student Council, the President and DITSU CLG; save where it is provided by this Constitution that they shall act in their absolute discretion.
5. Subject to this Constitution, additional powers and functions may be conferred on the Postgraduate Officer by the Student Council, the Board of DITSU CLG and the President where appropriate.
6. In the event of the absence of the Postgraduate Officer, or their temporary incapacity the President shall delegate the responsibilities of that office, as appropriate, amongst the elected officers.
7. In the event of permanent incapacity or in the event of death, resignation, removal from office or failure to exercise and perform the powers and functions of the Postgraduate Officer, within the first half of their term of office, the Electoral Commission shall cause to hold a bye-election. Should this position become vacant beyond the first half of the term of office, the Postgraduate Officer shall delegate the responsibilities of that office, as appropriate, amongst the elected officers, save for where the President believes a bye-election to be appropriate.

Article 22 Elections and the Electoral Commission

1. Voting in Union Elections is by secret ballot by means of the single transferable vote, as per the Electoral Act, 1992 (as amended), with the exception of Class Representative and School Representative elections, which shall operate in a manner as decided by the Electoral Commission, as per Schedule A of this Constitution.
2. No member may cast more than one vote in any election held under the terms of this Constitution.
3. The Student Council shall establish an Electoral Commission, which shall have a minimum membership of five persons and a maximum of seven members, including the Chairperson of the Electoral Commission and the President. DITSU CLG shall provide professional service support, to the work of the Electoral Commission.
4. The Electoral Commission shall regulate the operation of all elections, referenda, confirmation ballots or other ballots, including acting as Returning Officer, in accordance with the provisions of this Constitution.
5. All regulations made by the Electoral Commission shall be laid before the Student Council on an annual basis.
6. The Electoral Commission shall advise the Student Council periodically on the operations of the democratic process, including the provision of communications to inform members of their rights to participate in the democratic process.

7. The Electoral Commission shall advise the Student Council on determining the basis for the operation of either college or site based Class Representative Meetings and College Student Forums. The Electoral Commission shall be cognisant of local factors when organising elections for members of the Class Representative Meeting, including factors such as the transition of members from programmes within the Institute.
8. The Electoral Commission shall also investigate or cause to investigate complaints against any electoral campaign, candidate, electoral or ballot process or result.
9. Any person so nominated for an elected office in the Union shall be deemed to have vacated their membership of the Electoral Commission, with the exception of the President, who shall stand aside from the Electoral Commission, for the duration of the elections
10. The Student Council shall appoint a Chairperson of the Electoral Commission who shall act as Chief Returning Officer, and determine matters of procedure in accordance with this Constitution. This person shall not have been a member of the Union within the past four years.
11. General membership of the Electoral Commission shall be open to all members of the Union or other persons so nominated by the Student Council, in a manner to be decided by the Student Council.
12. In the event of an equality of votes, the Chairperson shall have an additional or casting vote.
13. Casual vacancies in the Commission may be filled by nomination by the Student Council. Where any vacancies must be filled outside of the term of the Student Council, members may be co-opted onto the Commission until such a time as the Student Council is in term. The Student Council at the subsequent meeting shall note such co-options.
14. All elections to the office of the President and the office of the Vice President under this Constitution shall take place no later than twenty-one working days after the close of nominations. Nominations shall remain open for a period of ten working days.
15. The Electoral Commission shall make such regulations as it deems fit to provide a timetable for the operation of elections or ballots, including a period for a person to withdraw their candidature and to verify the nominations received.
16. All other vacancies, including casual vacancies at Student Council, the Class Representative Meeting, or any other such committee or group shall be filled in accordance with regulations laid down from time to time, by the Electoral Commission, which shall include prescribed periods between nominations and polling. A minimum of five working days notice must be given during term-time advised by the Institute to fill all other vacancies.
17. Polling at every election for the office of President and the office of Vice President shall as far as practicable take place on the same day, or days, for at least nine hours. The Electoral Commission may fix a longer period.
18. The Electoral Commission shall cause the counting of votes to be held in public, to commence within forty-eight hours of the close of Polls or in accordance with regulations, which may be from time to time fixed by the Electoral Commission.
19. The Electoral Commission shall plan the conduct of its affairs in consultation with the Student Council and DITSU CLG who shall provide technical assistance to the Electoral Commission
20. The Electoral Commission may make such regulations as necessary to conduct an election, including providing for alternative methods of balloting members or by secret postal ballot, but only where it can reasonably ensure that no person may vote twice in the one election.

Article 23 The Executive Council

1. There shall be an Executive Council, which shall consist of:
 - i. the President, *ex officio*;
 - ii. the Vice Presidents, as prescribed in Schedule B of this Constitution, *ex officio*.
 - iii. the Post-Graduate Officer, *ex officio*;
 - iv. the College Officers, as prescribed in Schedule A of this Constitution, *ex officio*.
2. The function of the Executive Council is to advise and assist on the implementation of the Programme of Work, as decided by the Student Council.
3. The Executive Council shall exercise limited executive powers and functions, on an interim basis, where it is not possible or practicable to convene a meeting of the Student Council. Where such powers or functions are exercised, the Executive Council shall be accountable to the Student Council, through the President.
4. The Executive Council shall meet and act as collective authority and shall be collectively responsible to the Student Council.
5. The President shall have the right to defer the implementation of any decisions made by the Executive Council, where they believe in their absolute discretion, that the decision is contrary to Union policy. The President will immediately refer any such decision in writing, to the Chairman of the Student Council, who shall place the matter for priority discussion at the next scheduled meeting of the Council.
6. The Executive Council shall meet no less than once per month, all members shall be summoned to attend, the College Officers and Post-Graduate Officer shall be notified to attend outside of term time, but shall not be obliged to attend such meetings outside term time. The Executive Council may invite DITSU Staff, to be in attendance.
7. The Executive Council shall regulate its own meetings and procedures, with the President presiding, who shall in the case of an equality of votes, have a second or casting vote. The President shall cause to have minutes and other records created of the Executive Council.
8. DITSU CLG shall provide administrative and technical assistance to the Executive Council and cause records and archives to be created.

Article 24 Directive Principles for Service Delivery

1. The principles of policy set forth in this Article are intended for the general guidance of the Student Council and other bodies so established under this Constitution. The application of those principles in the making of policies shall be the care of the Student Council exclusively.
2. The Union shall strive to ensure equal access to service delivery by the Union and Institute to all members, and shall so seek to ensure that service is delivered to a high standard, and on an equitable basis across the nodes of study of the Institute.
3. DITSU CLG in conjunction with the Student Council shall cause surveys and other instruments of conducting research into the opinion, practices and procedures of the Institute and the Union on a regular basis. Such research may be used for the purposes of improving service quality and delivery to the membership.

Article 25 Amendment to the Constitution

1. Any provision of this Constitution may be amended, whether by way of variation, addition, or repeal in a manner provided for by this article.
2. A proposal for an amendment of this Constitution shall be moved in either of two ways:

- i. A petition submitted to the Chairperson of the Student Council, by one third of the total membership of the Student Council.
 - ii. A petition submitted to the Chairperson of the Student Council, by no less than ten percent of the total membership of the Union.
3. On receipt of such a petition, the Chairperson shall cause to have a Committee of the Student Council established to consider the technical and policy implications of the proposed amendment. This Committee of the Student Council shall report to the Chairperson within a period agreed by the Student Council and be cognisant of any advice provided by legal counsel to the Student Council.
4. The Chairperson of the Student Council shall provide the Committee of the Student Council with such administrative and technical assistance as it may require, discharging its functions. The Committee shall set its own procedures in accordance with the Standing Orders of the Student Council.
5. Such a proposal shall be cited as a 'Motion to Amend the Constitution' and shall be processed through Student Council within a timeframe as agreed by the Student Council.
6. Any proposal cited as a 'Motion to Amend the Constitution' shall lapse after a period of two years.
7. The Chairperson shall cause the motion to be submitted to a vote of Student Council, where it must receive the support of 50% of the total membership of the Student Council. The Motion to Amend the Constitution shall then be deemed to have passed the Student Council.
8. The Clerk to the Student Council shall forward the duly passed 'Motion to Amend the Constitution' to the Electoral Commission to be submitted to referendum for the decision of the membership. In accordance with such terms, as the Electoral Commission shall so decide and the provisions of this Constitution, a referendum shall take place no later than two calendar months from the proposal's adoption by the Student Council, as a 'Motion to Amend the Constitution'.
9. Every 'Motion to Amend the Constitution' for an amendment to this Constitution, which is submitted by referendum to a decision of the membership, shall for the purposes of this Article, be held to have been approved by the members, if upon having been so submitted, a majority of the votes cast at such referendum shall have been cast in favour of the proposal, providing that the voter turnout is not less than ten percent of the total membership of the Union.
10. Voting in referenda or plebiscites shall, as far as practicable, take place on the same day for at least 9 hours; the Electoral Commission may fix a longer period, which may not exceed 3 continuous days.
11. The Electoral Commission may make such regulations as necessary to conduct referenda, including providing for alternative methods of balloting members, but only where it can reasonably ensure that no person may vote twice in the one ballot.
12. The Electoral Commission shall cause to have a statement of information on the 'Motion to Amend the Constitution' or in a plebiscite, to be generally published. This statement of information shall not advocate that members cast their vote in a particular manner, but shall provide a series of statements pro and contra to the proposition, as well as general information on the proposition.
13. The Student Council at its absolute discretion may cause to have materials published or created, which advocates that the members cast their ballot in a particular manner in a referendum or plebiscite.
14. Where this Constitution refers to named legislation enacted by the Oireachtas and where such legislation is either amended or repealed, the Chairperson of the Student Council shall seek the advice of the Clerk of the Student Council as to the change in the legislation. With the approval of the Constitutional Tribunal, the Chairperson of the Student Council shall cause this Constitution to be amended without reference to Referendum. The Chairperson of the Student Council shall issue a notice of the amendment to the Student Council and to the membership.

15. Following the adoption of an amendment to this Constitution, a copy of the amended Constitution signed by the President, the Chairperson of the Student Council and the Chairperson of the Electoral Commission shall be enrolled for the record in the office of the Clerk the Student Council and shall be conclusive evidence of the provisions of this Constitution.
16. The amended copy of this Constitution shall be affixed with the seal of the Student Council and shall bear the date on which the amended Constitution came into force.
17. There shall be provision for the correction of technical errors for a period of two years from the date of adoption of this Constitution. All such corrections must be approved by two thirds of those present at a subsequent meeting of the Student Council, but shall only be challenged on the basis that the technical amendment changes the spirit of a particular clause.
18. Potential amendments to the DITSU Constitution arising from the convergence of DIT, Institute of Technology Tallaght and Institute of Technology Blanchardstown are as follows:
 - i. Notwithstanding the foregoing provisions of article 25, and the previous provisions of article 30, during a transitional period commencing 1st January 2015 and concluding on 31st December 2016, to facilitate the integration of the Tallaght and Blanchardstown campuses, the Student Council may propose and adopt amendments to both the articles and schedules of this Constitution, in accordance with article 25.18.
 - ii. Articles may be amended by way of a petition moved by not less than one percent of the membership of the Union, to be brought before the Student Council, where it must receive the support of fifty percent plus one of the total membership of Student Council. Schedules may be changed by a simple majority vote of the total membership of Student Council.
 - iii. Any such amendment proposed at Student Council, may only be adopted if prior to voting to adopt such amendment, the Independent Chairperson of the Student Council certifies in writing, that the proposed amendment to the Constitution is essential for the effective running of DITSU, and the effective representation of members during the period of transition, occasioned by the integration of the Tallaght and Blanchardstown campuses.
 - iv. If any such potential amendment also affects the management of human or financial resources of the organisation, then the approval of the Board of DITSU CLG will be required in advance of the Student Council voting to adopt such amendment.
 - v. Nothing in the provisions of this Article 25.18 prejudices the right of Student Council or the membership of the Union to propose amendment of the Constitution pursuant to article 25.2, regardless of whether such amendment alters or repeals an amendment to the Constitution previously adopted under this Article 25.18 or proposes to replace this Constitution entirely.
 - vi. This article 25.18 shall be deleted from the Constitution and be of no further effect as of 30th June 2017. In the event of students rejecting a new constitution, the existing constitution at the time of the last Student Council prior to the referendum, shall remain in force.

Article 26 Interpretation

1. The ultimate power to interpret this Constitution and to test the application of Union policy and practice against the terms of this Constitution is vested in the Constitutional Tribunal, subject to the terms of this Constitution. The Independent Chairperson of the Student Council shall have authority to rule on any constitutional matter arising, while the Student Council is in session, provided same relates to the effective conduct of the business of Council. Any and all such decisions made by the Chairperson, may be appealed to the Constitutional Tribunal by any member of Council. The Clerk to Student Council shall keep a written record of all such determinations by the Chairperson.

2. A member, an office holder or a body established under the terms of this Constitution shall have the right to seek an interpretation or review, subject to regulations, as shall be laid down by the Constitutional Tribunal. Such applicants however, must show good cause and standing, in order to either initiate or be party to a hearing, save those office holders so empowered by this Constitution to be so notified.
3. An applicant for a ruling shall do so by submitting a request, stating the grounds for the ruling in writing in a manner to be prescribed by the Constitutional Tribunal.
4. All personages empowered to interpret provisions of this Constitution shall do so independently, with reference to this Constitution and previous rulings, and shall seek legal advice from suitably qualified and properly instructed legal counsel on the matters before them, in accordance with financial resources available in consultation with DITSU CLG.
5. The presiding Deputy Chairperson of the Student Council shall not be entitled to act for the Chairperson under the terms of this Article.
6. All hearings and submissions under this Article shall be held in public, and only those parties to whom notice is given may participate in the hearing or subsequent appeal.
7. Where a challenge is exclusively grounded in a challenge to an action of the Chairperson of the Student Council, which cannot be dealt with by the normal standing orders of the Student Council, the Chairperson of the Student Council shall remit the challenge directly to the Constitutional Tribunal, which will be the only sole hearing.
8. The Chairperson of Student Council's ruling shall be binding and issued in writing, but may be subject to an appeal to the Constitutional Tribunal.
9. An applicant for a ruling, may request the Chairperson of the Student Council to make an order that an activity complained of, is repugnant to the provisions of this Constitution and may seek a direction that the activity so complained of, is ceased or suspended, pending the outcome of the hearing. The Chairperson of Student Council may at their absolute discretion, and by examining the balance of convenience, without prejudice to the outcome of the hearing, order that the activity complained of be suspended until they have ruled on its constitutionality.
10. The Chairperson must issue a binding ruling in writing on the request, within 10 working days of receipt of a request to do so.
11. The Chairperson shall cause the Clerk to the Student Council to publish the ruling. Should the applicant or any office holder so notified about the request for a ruling so wish, they may appeal the ruling of the Chairperson to the Constitutional Tribunal within 5 working days.
12. The Chairperson of the Student Council may not order the award of legal or other costs to any applicant.
13. The Constitutional Tribunal shall consist of the Chairperson of the Electoral Commission, and two other persons appointed no later than the last day of April by the Student Council, who shall be individuals with considerable legal expertise.
14. The Constitutional Tribunal may discharge its functions and act by any two of their number.
15. Where a challenge is exclusively grounded in a challenge to an actions of a member of the Constitutional Tribunal, which cannot be dealt with by the normal standing orders or procedures, the member of the Constitutional Tribunal so concerned, shall not hear the appeal, and the Student Council shall temporarily appoint a suitably qualified person with legal expertise to hear the appeal.
16. The decision of the majority of the members of the Constitutional Tribunal shall, for the purposes of this article, be the binding decision of the Constitutional Tribunal and shall be pronounced by such one of those

members as the Constitutional Tribunal shall direct, and no other opinion, whether assenting or dissenting, shall be pronounced nor shall the existence of any other such opinion be disclosed.

17. An applicant for a ruling, may request the Constitutional Tribunal to make an order that an activity complained of, is repugnant to the provisions of this Constitution and may seek a direction that the activity so complained of, is ceased or suspended, pending the outcome of the hearing. The Constitutional Tribunal may, at its absolute discretion, and by examining the balance of convenience without prejudice to the outcome of the hearing, order that the activity complained of be suspended until they have ruled on its constitutionality.
18. The Constitutional Tribunal may not order the award of legal or other costs to any applicant.
19. The Clerk to the Student Council shall provide administrative and technical support to the Constitutional Tribunal, including seeking legal advice where necessary, when instructed to do so by the Constitutional Tribunal.
20. In all matters relating to the interpretation of this Constitution and the drafting of Standing Orders to regulate the work of bodies established under this Constitution, due regard shall be had for the principles of natural justice.
21. Any member of the Constitutional Tribunal may resign their office by placing their resignation in the hands of the Chairperson of the Student Council or the Deputy Chairperson of the Student Council.
22. Where a member of the Constitutional Tribunal cannot discharge their functions, the Student Council shall in consultation with the Constitutional Tribunal make arrangements for their temporary replacement.
23. The governing law for this Constitution shall be that of Ireland, whose Courts or other Tribunals shall ultimately rule on all matters relating to the interpretation of this Constitution.

Article 27 Repeal of the Previous Constitution of the DIT Students' Union

1. The Constitution of the Dublin Institute of Technology Students' Union in force, immediately prior to the date of the coming into operation of this Constitution, is hereby repealed.
2. This Constitution shall come into operation on the 1st day of July in the year 2015, signified by a majority of the votes cast at a referendum thereon had, in accordance with the terms of the repealed constitution of the Dublin Institute of Technology Students' Union.

Article 28 Succession to Privileges, Rights of Nomination, Contracts, Liabilities and other Matters

1. All powers, functions, rights, privileges, rights of nomination, contracts, liabilities and other matters whatsoever exercisable in or in respect of Dublin Institute of Technology Students' Union or any commercial entities owned or associated thereto immediately before the date of the coming into force of this Constitution, whether in virtue of the Constitution then in force or otherwise, by the authority in which the executive powers of the Dublin Institute of Technology Students' Union was then vested are hereby declared to belong to the members.
2. It is hereby enacted that, save to the extent to which provision is made by this Constitution or may hereafter be made by way of policy for the exercise of any such powers, functions, rights, privileges, rights of nomination, contracts, liabilities and other matters by any of the organs established by this Constitution, the said powers, functions, rights, privileges, rights of nomination, contracts, liabilities and other matters shall not be exercised or be capable of being exercised in or in respect of the Union save only by or on the authority of the Student Council.
3. The Student Council and DITSU CLG shall be the successors, in such manner as is set out by this Constitution, of the Executive of the Dublin Institute of Technology Students' Union as regards all property, assets, rights and liabilities, and all other matters pertaining to the Union, and referred to above.

Article 29 Continuance of Policy and Mandates

1. Subject to this Constitution and to the extent to which they are not inconsistent therewith, the policies and mandates of the Dublin Institute of Technology Students' Union immediately prior to the date of the coming into operation of this Constitution shall continue to be of full force and effect until the same or any of them shall have been repealed or amended by the Student Council or shall have deemed to have lapsed.
2. The President and the Chairperson of the Student Council shall no later than June 30th, 2012, prepare a final text of this Constitution, and a copy of the text so prepared, when authenticated by the signatures of the President and the Chairperson of the Student Council – on the advice of the Student Council, shall be enrolled for the record in the office of the Clerk of the Student Council and shall be the official text. Such a copy of this Constitution shall be affixed with the Seal of the Student Council of the Union.

Article 30 Schedules to This Constitution

1. There shall be a number of sections to this Constitution, which shall be known as Schedules to the Constitution.
2. Schedules shall have the same standing as articles of this Constitution and shall be treated in a like manner, save for in the following instances:
 - i. Where a Schedule is in contradiction with an Article, the Article will always take precedence over the Schedule.
 - ii. Nothing contained in any proposed schedule is in breach of the laws of Ireland or is prejudicial to good governance of DITSU, under the terms of this constitution.
3. Schedules may be added to the Constitution by way of a petition moved by not less than two percent of the membership of the Union, to be brought before the Student Council, where it must receive the support of fifty percent plus one of the total membership of the Student Council.
4. Once adopted, amendments to a Schedule shall require a petition moved by not less than two percent, of the membership of the Union, to be brought before the Student Council, where it must receive the support of fifty percent plus one of the total membership of the Student Council.
5. The Constitutional Tribunal shall be the final arbiter of the constitutionality of any proposed schedules in like manner to the powers of the tribunal as set out in this constitution.

Schedule A Organisational Nodes

1. The Class Representatives Meetings, together with the College Forums shall be organised around fixed geographical nodes, with the Institute's Schools assigned as follows:
 - a. DIT Aungier Street
 - i. Accounting and Finance
 - ii. Graduate Business School
 - iii. Management
 - iv. Marketing
 - v. Media
 - vi. Retail and Services Management
 - b. DIT Bolton Street
 - i. Civil Engineering
 - ii. Dublin School of Architecture
 - iii. Mechanical and Design Engineering
 - iv. Multi-Disciplinary Technologies
 - v. Surveying and Construction
 - vi. Transport and Planning
 - c. DIT Cathal Brugha Street
 - i. Culinary Arts and Food Technology
 - ii. Food Science and Environmental Health
 - iii. Hospitality Management and Tourism
 - d. DIT Grangegorman
 - i. Dublin School of Creative Art
 - ii. Languages, Law and Social Sciences
 - e. DIT Kevin Street
 - i. Biological Science
 - ii. Chemical and Pharmaceutical Science
 - iii. Computing
 - iv. Electrical and Electronic Engineering
 - v. Mathematical Sciences
 - vi. Physics
 - f. DIT Rathmines/BIMM
 - i. Conservatory of Music and Drama
2. Annex and satellite sites shall be assigned to one of the above geographical nodes on the advice of the Electoral Commission.
3. Where programmes within a school are not delivered within reasonable proximity to one another, or where a programme involves sharing of modules across schools, a case may be presented to the Electoral Commission to allow for a derogation from this Schedule in that specific case. Such derogations should be noted by the Student Council.
4. Normally the Class Unit will be defined as the group of students on any one year of a programme. Wherever a year / programme is split into administrative units; streams; or groups and where there are no overlapping or common classes or modules, a Class Representative may be elected to represent the interests of such a unit; stream; or group.
5. There shall be one College Officer assigned to each Class Representative Meeting and College Forum.

6. Where structural or changes occur in DIT, the Electoral Commission shall ensure that the democratic structures of the Union are reflective of said changes, and shall include any such changes in its annual report to Student Council.

Schedule B The Vice Presidents

There shall be three offices of Vice President, viz;

- i. Vice President for Education
- ii. Vice President for Events
- iii. Vice President for Welfare

Schedule C The Members of DITSU CLG and Membership of the Board of Directors of DITSU CLG

1. The members of DITSU CLG shall be as follows:
 - a. The membership of the Board of DITSU CLG, ex officio;
 - b. The six College Officers and Post Graduate Officer, ex officio;
 - c. Two student members nominated by the Student Council.
2. The Board of DITSU CLG shall consist of the following:
 - a. The President, ex officio;
 - b. The three Vice Presidents, ex officio
 - c. Two student members nominated by the Student Council;
 - d. Up to four other persons, who shall not be members of the Union, known as External Director's, one of whom shall be the Chairperson
3. Members elected by the Student Council must be elected before the last day of April, of the year preceding their term of office, and will serve a one year term. Such members may put themselves forward for subsequent years, provided that they have a reasonable expectation that they will be registered students for that year.
4. The External Directors must have demonstrated considerable expertise in a field which is deemed beneficial to the strategic interests of DITSU CLG. They shall normally be appointed for a term of three years and shall serve no more than two terms consecutively.

Schedule D Subordinate Bodies of the Student Council

1. A sub-committee of the Student Council may be established through the adoption of a motion by a simple majority of the Student Council. The motion should include details of the specific task for which the sub-committee has been proposed and must include a reporting timeline.
 - a. The terms of reference for such sub committees shall be approved by the Student Council and shall be published as an appendix to this schedule.
 - b. A list noting the established sub-committees of the Student Council shall be contained within an appendix to this schedule.
2. A Working Group of the Student Council may be established through the adoption of a motion by a simple majority of the Student Council. The motion should include details of the specific task for which the Working Group has been proposed and must include a reporting timeline.
 - a. The terms of reference for such Working Groups shall be approved by the Student Council and shall be published as an appendix to this schedule.
 - b. A list noting the established Working of the Student Council shall be contained within an appendix to this schedule.

Schedule E Election of the Postgraduate Officer

1. The electorate shall consist of any registered student, carrying out research or studying on any programme, which is deemed to be above Level 8 on the National Framework of Qualifications.
2. The Electoral Commission may advise on a suitable derogation to the defined electorate, if required, which shall be noted by the Student Council.
3. The Electoral Commission shall advise on the procedures for election of the Postgraduate Officer and they shall be detailed as an appendix to this schedule.

Schedule F Written Protocols

1. Agreement between the DIT Students' Union Student Council and DITSU CLG

Article 6.5 of the DIT Students' Union Constitution states that:

"The Student Council and the Board of DITSU CLG shall on a periodic basis agree a written protocol which shall form the basis for mutual understanding and co-operation between both parties. This protocol shall be included in Scheduled E of this constitution".

This agreement to include:

1.1 Existence of Companies

- i. The Constitution establishes the existence of the companies of which all members of the union are the "beneficial owner"
- ii. DITSU CLG shall hold the funds, assets and liabilities of the Union, and manage all commercial services or other financial or trading activities on behalf of the Union
- iii. DITSU CLG is empowered to establish any subsidiary companies to act on its behalf

1.2 Principles of Service Delivery and Operation

DITSU CLG shall, at all times endeavour to be cognisant of:

- i. The DITSU Constitution
- ii. The policies of the Student Council
- iii. The aims and objectives of the organisation
- iv. The powers of the union
- v. The Funds and Exclusive Power to Bind the Union to Contract
- vi. External Relations of the Union
- vii. Directive Principles for Service Delivery

1.3 Board of Directors

- i. The Board of DITSU CLG and its subsidiary or associated companies shall be governed in accordance with the laws of Ireland and be cognisant of all the principles of service delivery and operation.
- ii. Membership of the DITSU Trading CLG Board shall be a matter for the board of DITSU CLG.
- iii. The DITSU CLG board shall consist of:
 - The President, ex officio;
 - The three Vice Presidents, ex officio
 - Two student members nominated by the Student Council;
 - Up to four other persons, who shall not be members of the Union, known as External Director's, one of whom shall be the Chairperson
- iv. The Chairperson shall be appointed for a period not less than two but not more than four years, in a manner to be agreed between DITSU CLG and the Student Council
- v. DITSU CLG shall notify the Student Council of the names and attendance records of all Directors of DITSU CLG and or associated companies on an annual basis

1.4 Staff of DITSU CLG

- i. The Constitution establishes the existence of the company of which all members of the union are the “beneficial owner” and therefore all staff are employed on behalf of the membership
- ii. All staff of DITSU CLG must sign up to the principles of Service Delivery and Operation and agree to uphold and abide by them in all manner of their work
- iii. All staffing recruitment and appointments shall be conducted by the board of DITSU CLG in accordance with the laws of Ireland and the Student Council shall cause to have one of its’ membership on all recruitment and appointments panels
- iv. All payments of salaries, honorarium’s fees and expenses to members of staff of DITSU CLG shall be conducted by the board of DITSU CLG in the strictest confidence in accordance with the laws of Ireland
- v. All staffing appraisal, development and disciplinary action shall be conducted by the board of DITSU CLG in the strictest confidence in accordance with the laws of Ireland

1.5 Submissions to Student Council

- i. DITSU CLG shall cause to produce an Annual Service Plan, which shall be presented to the Board of DITSU CLG no later than week six of the term of office of the President, or as soon as reasonably after. This Annual Service Plan must be submitted to the Student Council, for its consideration and approval, at its first meeting of the term.
- ii. The Annual Service Plan shall be produced in tandem with the Annual Programme of Work, which shall be submitted to the Student Council by the President, for the approval of Student Council, at its first meeting of the term.
- iii. DITSU CG shall cause to have submitted to the first meeting of the Student Council, Estimates of Receipts and the Estimates of Expenditure for the Union, subject to regulations which shall be agreed by the Student Council and DITSU CLG.
- iv. The Student Council shall note the appointment of auditors to DITSU CLG and any other company so established by it, and shall note any accounts, reports or other communications so produced by DITSU CLG, any subsidiary of DITSU CLG or from an auditor thereto. The Student Council, on the advice of DITSU CLG shall cause all such reports to be published.
- v. The Annual Audited Accounts of DITSU CLG, once approved at the Annual General Meeting, will be presented to Student Council by the Company Auditor and the Deputy CEO.
- vi. Student Council can invite the Chairpersons of the Companies to address a meeting of the Student Council.
- vii. DITSU CLG shall notify the Student Council of the names and attendance records of all Directors of DITSU CLG and or associated companies on an annual basis

1.6 Technical and Administrative Supports

DITSU CLG by agreement with the Student Council shall provide such technical and administrative supports to:

- i. Student Council
- ii. Electoral Commission
- iii. Constitutional Tribunal
- iv. Grangegorman Committee
- v. Executive Council
- vi. Class Representative Meetings
- vii. College Student Fora
- viii. Any other Ad-hoc groups established by DITSU from time to time

2. Student Council Chairperson’s Code of Conduct

2.1 Independence

As per the Constitution, the Chairperson shall conduct themselves in a manner which is independent to the meeting, and shall not involve themselves in the dealings of the members both internally and externally to meetings.

2.2 Preparation

The Chairperson, in conjunction with the Clerk to Student Council, shall fully familiarise themselves with the agenda and topics to be covered at each meeting, and prepare accordingly.

2.3 Availability

The Chairperson shall make themselves available for all scheduled meetings throughout the academic year. In addition, they may be called upon to attend additional Emergency meetings of the Council, other meetings relating to their duties and training sessions as required.

2.4 Time-Keeping

The Chairperson shall ensure that they arrive on time for each meeting. If this is not possible, the Chairperson must inform the Deputy Chairperson of this with as much notice as possible.

2.5 Conduct at Meetings

The Chairperson shall at all times conduct themselves in a respectful manner to the Council. They shall not involve themselves in any debate, but must ensure that the conduct of any discussion is heard fairly, as per the Student Council Standing Orders. The Chairperson shall exercise a casting vote in the event of a tie in votes. They shall remain patient and courteous and strive to be tactful at all times.

2.6 Payment

The meeting fee for the Chairperson shall be €180 per meeting chaired.

Schedule G Role of the Elected Representatives

1. Role Title: Class Representative

- a. The Class Representative plays a key role in the overall democratic structure of the DIT Students' Union and in DIT Academic Quality Assurance policy and procedures.
- b. This is a representative role for which students act on a voluntary basis.
- c. A fundamental function of the role is to act on behalf of the class and to create a strong link between your class and the representative structures of the Union, so as to allow for issues to be addressed.
- d. The Class Representative must attend the appropriate Programme Committee, and engage in other quality assurance procedures within the Institute, which are specifically concerned with their programme at the behest of their Class, the Union and/or the Programme Committee.
- e. The Class Representative must play a strong role in developing student engagement and activism within the class that they represent.
- f. A student chosen to be a representative by their class shall not be deemed to be a Class Representative until they have registered with the Union through submission of their nomination form.
- g. The Class Representative is accountable to the students within the class that they were elected from, and they should inform themselves of any issues concerning that class, which should be a matter for the Class Representative Meeting, the College Forum or other appropriate organ of the Union.

2. Role Title: Student Councillor

- a. The Student Councillor plays a key role in the overall democratic structure of the DIT Students' Union.
- b. This is an elected representative role for which students act on a voluntary basis.
- c. The fundamental functions of the role are to hold the Elected Officers to account and to propose and influence mandates and policy through the Student Council.
- d. The Student Councillor must play a strong role in developing student engagement and activism within the cohort of students that they represent.
- e. The Student Councillor is accountable to the organisational node that they were elected from and they should inform themselves of any issues concerning that organisational node, which should be a matter for the Student Council.

3. Role Title: School Representative

- a. The School Representative plays a key role in the overall democratic structure of the DIT Students' Union.
- b. This is a representative role for which students act on a voluntary basis.
- c. The School Representative shall proactively assist in the election of Class Representative within their school.
- d. A fundamental function of the job is to create a strong link between the Class Representatives within a School, and to co-ordinate Class Representatives on a School basis, to allow for issues to be addressed at a School level, more quickly and effectively.
- e. The School Representative shall advise Class Representatives within their School on any matters related to the Class Representative role with Programme Quality Assurance including communication with Programme Chairpersons, Heads' of School, operation of Programme Committees, problem solving related to the foregoing etc.
- f. The School Representative is accountable to the Class Representative within their School and they should inform themselves of any issues concerning that school, which should be a matter for the Student Council or the Executive Council.

Schedule H Role of the Elected Officers

1. Role Title: College Officer (Hourly Paid, Part-Time)

- a. The College Officer plays a key role in the overall democratic structure of the DIT Students' Union.
- b. The fundamental function of the job is to develop an active democratic presence on site, through use of the College Forum, the Class Representative system and the School Representative system, and in addition, to encourage students to engage with and participate actively in all aspects of the Union and college life.
- c. This is an elected office for which the Officer is provided with an honorarium by DITSU CLG which is subject to all taxation and other statutory deductions which may apply at any given time, as it is an elected post, the office is held subject to the contract of employment following the election.
- d. Ten hours per week will be allocated for the Officer's core responsibilities to the local Class Representative Meeting (CRM), College Forum, meetings with School Representatives, and other relevant onsite engagement. Additional hours may then be claimed for attendance at meetings of the Executive Council, Student Council, College Boards and any other meeting, which is fundamental or complimentary to the role as approved by the President.

2. Role Title: Postgraduate Officer (Hourly Paid, Part-Time)

- a. The Postgraduate Officer plays a key role in the overall democratic structure of the DIT Students' Union.
- b. This is an elected office for which the Officer is provided with an honorarium by DITSU CLG which is subject to all taxation and other statutory deductions which may apply at any given time, as it is an elected post, the office is held subject to the contract of employment following the election.
- c. Ten hours per week will be allocated for the Officer's core responsibilities as laid out below. Additional hours may then be claimed for attendance at meetings of the Executive Council, the Student Council, College Boards, the Graduate Research School Board and any other meeting, which is fundamental or complementary to the role as approved by the President.
- d. The fundamental function of the job is to develop an active democratic postgraduate cohort within the Union and in addition, to encourage postgraduate students to engage with and participate actively in all aspects of the Union and college life.

3. Role Title: Vice President

- a. The purpose of the role is to work in a participative manner to develop, support, represent and defend the rights of students in DIT in order to fully support the work of the Students' Union
- b. To adhere to the duties and responsibilities laid down for the position in the DIT Students' Union Constitution.
- c. To further develop and actively promote the democratic structures of DIT Students' Union and in particular the requirements as set out in the Constitution in respect of Class Representative Meetings

and Class Representative Recruitment, The Executive Council, and all sub-committees of Student Council.

- d. To be accountable to the DIT Students' Union Student Council and to adhere to and enforce all Student Council policies.
- e. To work within the existing structures and management responsibilities as set out by the Board of DITSU CLG from time to time.
- f. To assist the President in the preparation of a Programme of Work for presentation to the Student Council.
- g. To take directions from DITSU Student Council and the Board of DITSU CLG.
- h. To adhere to the protocols and procedures enforced by DITSU CLG as advised by the Deputy Chief Executive.

4. Role Title: President

- a. The purpose of the role is to work in a participative manner to develop, support, represent and defend the rights of student's in DIT in order to fully support the work of the Student's Union.
- b. To adhere to the duties and responsibilities laid down for the position in the DIT Students' Union Constitution, including acting as the primary spokesperson for DIT Students' Union.
- c. To further develop and actively promote the democratic structures of DIT Students' Union and in particular the requirements as set out in the Constitution in respect of Class Representative Meetings and Class Representative Recruitment, The Executive Council, and all sub-committees of Student Council.
- d. To be accountable to the DIT Students' Union Student Council and to adhere to and enforce all Student Council policies.
- e. To work within the existing structures and management responsibilities as set out by the Board of DITSU CLG from time to time.
- f. To prepare a Programme of Work for presentation to the Student Council.
- g. To take directions from DITSU Student Council and the Board of DITSU CLG.
- h. To adhere to the protocols and procedures enforced by DITSU CLG as advised by the Deputy Chief Executive.

Attested to be the true version of the Constitution, which has been enrolled for the record at the Office of the Clerk to the Student Council and affixed with the Seal of the Student Council, in the office of the DIT Students' Union, Dublin, by the last day of June 2015.

SIGNED: _____

President, DIT Students' Union

SIGNED: _____

Chairperson, DIT Students' Union Student Council

WITNESSED: _____

Clerk, DIT Students' Union Student Council