

S|DC|7.22.11.09|03

Item No: 4
Topic: Election of Speaker
Status: For Approval
Meeting: Wednesday, 9 November 2022
Sponsor: Clerk of the MSU Student Senate, Dillon Grace

Election of Speaker

Background:

Pursuant to Article 8.7 of the MSU Constitution 2019, meetings of the Student Senate shall be presided over by an independent Chairperson (Speaker) who shall not be a member of the Union, by the procedure for the appointment set out in this Constitution, for a one-year term.

1. There shall be no limit to the number of terms for which an individual may hold the position of Speaker of the Student Senate.
2. No member of the Executive shall be eligible to hold the position of Speaker of the Student Senate.
3. The procedure for the appointment of the Speaker of the Student Senate shall be set out in Schedule 3.1.3 and Schedule 3.1.4 of this Constitution.
4. Following consideration of the report made to it by the Selection Committee, the Student Senate shall decide whether or not it wishes to approve the appointment to the post of Speaker to the candidate thereby proposed by the Selection Committee. If:
 - (a) The Student Senate decides that it does not wish to approve the appointment to the candidate thereby proposed; or
 - (b) The Student Senate approve the appointment to the candidate thereby proposed and such candidate does not accept such offer;
 - (c) The Selection Committee has stated its opinion that an appointment should not be made to any candidate
 - (d) The Student Senate shall take such steps as it may consider appropriate which steps may include (without limitation) the following steps:
 - (e) The Student Senate may, if the Selection Committee has proposed a candidate, request the Selection Committee to propose from the shortlisted candidates

S|DC|7.22.11.09|03

another candidate that the Committee considers suitable for the post of Speaker; and/or

- (f) The Student Senate may recommence the procedures set out in Schedule 3.1.3 and Schedule 3.1.4 of this Constitution.

Pursuant to Article 8.8 the Speaker shall act in an independent capacity and shall abide by the terms of their appointment and the standing orders of the Student Senate.

The duly convened and constituted Selection Committee met on Friday, 29 October 2021 and considered the applications and made a recommendation.

Request:

That the MSU Student Senate approve the recommendation of the Selection Committee to appoint Marie Lyons as the Speaker of the MSU Student Senate for a period of one year through a secret ballot as per Standing Orders 7 & 8.

S|DC|7.22.11.09|03

Appendix – Role of the Speaker

The role of the Speaker of MSU Student Senate is:

Before the Meeting

- Plan the agenda with the President and Secretary; including items brought by other members. Decide order and timing of the agenda, and who will introduce each.
- Identify, with the President and Secretary, which agenda items are for note, information, discussion, decision, and approval.
- Be well briefed about each items, and actions taken since the last meeting.
- Ensure all necessary background papers (including the last meeting's minutes) are sent out with the agenda beforehand.
- Check, with the Secretary, that all relevant practical arrangements have been made.
- Arrive in good time before the meeting is due to start.

During the Meeting

Communicate

- Start the meeting.
- Welcome any new members, make any necessary introductions.
- Receive apologies for absences.
- Check for conflicts of interest on the items on the agenda.
- Ensure that additions or amendments to minutes are recorded.
- Set the scene. State the objectives of the meeting and each item.
- Try to be brief when making a point.

Control

- Maintain control. Set out any time limits, if applicable.
- Allow flexibility and freedom of expression.
- Keep to the agenda.
- Ensure quorum is present.
- Ensure time is used effectively.
- Ensure that proper minutes are taken.

Coax

- Ensure full participation.
- Draw out quiet members and discourage those who are monopolising the meetings.
- Be prepared to highlight issues that no-one else will, and to be the one who always has to ask the awkward question.

Compare

- Weight up contributions impartially.

S|DC|7.22.11.09|03

- All points in favour of a point should be summarised against all points no in favour.

Clarify

- Ensure everyone understands what is being discussed.
- Summarise.
- Ensure that if jargon and abbreviations are used, all present understand them.
- Ensure that decisions are recorded, together with who is going to implement them.

Decision Making

- Ensure that decisions are taken in the context of the organisations strategy and that they are recorded, together with who is going to implement them.

Guide

- Above all else, the Speaker is there to guide the meeting.
- Steer members to work harmoniously and purposefully as a team.
- Keep an eye on the time

At the End of the Meeting

- Summarise decisions taken and action points to be followed up.
- Agree a date for the next meeting, or method for selecting the dates, if not already confirmed.
- Agree what special items will be put on the agenda of the next meeting and what work needs to be done, and by whom.
- Ensure that the minutes are written up, checked by the Speaker and sent out in good time.