

# MISU's Minimum Standards for Representation and Leadership

Schedule 8 – Approved by Union Council 01.02.2023

The elected student officers (Sabbaticals and part-time Officers) hold key leadership positions within MISU and they have been elected by the student body to lead, represent and advocate for them.

The student body is entitled to expect high standards of representation and leadership from the elected officers. Leading by example is vital and is evidenced by the elected officers conducting themselves in accordance with MISU's 10 Key Principles for Representation and Leadership.

As elected student representatives, the officers are expected to perform their representational activities effectively and appropriately and to give a fair representation of student feedback.

# MISU's 10 Key Principles for Representation and Leadership

To support the elected student officers to understand their roles and ensure they are delivering high standards of representation and leadership of the student body, MISU has identified the following key principles.

In taking up office, the elected officers agree to adhere to and fulfil these principles in carrying out the responsibilities of their officership.

### Collective Responsibility

The principle of collective responsibility underpins all decisions of the sabbatical officers and the executive as a whole.

#### Be Accountable

#### The elected officers:

- will act in accordance with the MISU Constitution and in the best interests of MISU and the student body.
- o are accountable to the student body for their decisions and actions.
- o have a duty to consider all issues on their merits and to seek feedback from and consider the views of the student body.
- o through Union Council, Union General Meetings and Annual General Meetings, will report to the student body on the work which they have undertaken, meetings which they have attended and decisions which they have taken.

#### Be Professional

### The elected officers will:

o conduct themselves with integrity and in a manner which does not damage or undermine the reputation of MISU, the student body or MISU employees.

# Encourage Student Engagement and Participation

#### The elected officers will:

- o encourage the student body to be actively engaged with and participate in their college experience.
- o adopt systems of engagement that ensure the voices of all students are represented.
- o ensure that all systems of engagement are accessible and available to all students.
- o make themselves regularly available to the student body through both digital and in-person means
- o represent the interests of the student body fairly, accurately and conscientiously.
- o encourage deliberation and discussion between students on important Union matters.

#### Seek Student Feedback

#### The elected officers will:

- o encourage the student body to provide feedback on their experience while in MIC as well as on their experience of MISU.
- o gather feedback in an open and honest way
- o present feedback fairly and accurately
- o through the relevant MISU forums, involve the student body with and/or monitor the implementation of decisions or outcomes where their feedback was sought
- o ensure that the interests of both college campuses are properly reflected in the decision-making of the students' union

#### Maintain Confidentiality

#### The elected officers will:

- o maintain confidentiality and not disclose confidential information or information which should reasonably be regarded as being of a confidential or private nature, without the express consent of the person involved, or unless required to do so by law. Confidential information can include discussions, documents, information which is not yet public or never intended to be public, and information deemed confidential by statute.
- o not assume consent has been given where such express consent is not obtained
- o only disclose confidential information in undertaking their duties as an elected officer and will not use the information in any way for personal use, for their own advantage or to discredit MISU

## Act with Honesty & Integrity

The elected officers will:

- o act with honesty and integrity
- o declare any private interests relating to their officerships and take steps to resolve any conflicts in a way that protects the student interest.
- o not place themselves under any financial or other obligation to any individual, group or organisation that might reasonably be thought to influence them in the performance of their duties.
- o take decisions solely in the best interests of the student body.
- o not act to gain financially or to benefit materially themselves, for their friends or their family.

# Be Objective, Fair & Reasonable

The elected officers will:

o make decisions solely on merit and in the best interests of the student body and MISU when carrying out MISU business.

## Be Open & Transparent

The elected officers will:

o be as open as possible about their decisions and actions, giving reasons for their decisions.

# Carry out their role with respect

The elected officers:

- o are required and expected to treat the student body, the other elected officers and all MISU employees and their roles with respect and courtesy.
- o must respect members of college staff and the wider community when performing their duties as an elected officer.