



By-Law: Networks

This By-Law describes the process and procedures for Networks at the GSA.

1. Introduction

1.1. Interpretation

This By-Law shall be subject at all times to the provisions of the Articles and shall be read in conjunction therewith.

1.2. Alterations of the By-Law

These By-Laws shall be amended from time to time by Association Council by a two-thirds majority.

2. Forming a network

2.1. Status

The mission of the GSA states that it will empower postgraduate students at the University of York through several means, one of which is "the fostering of community-building initiatives."

GSA Networks are a key way the GSA fulfils its mission statements and enable students to build friendships and social communities, and to provide a space for like minded students to meet.

2.2. Proposing a new network

Networks are student-led groups and should be responsive to student needs and ideas. Students can propose a new Network through the 'Your Ideas' form on the GSA website.

New Networks need to fulfil the following criteria:

2.2.1. There needs to be a declaration of interest in the proposed Network from a minimum of ten students.

2.2.2. The proposed Network should identify individuals for the committee roles of Network Coordinator and Social Secretary.

New Networks can be established by the Events and Community Coordinator if there is deemed to be significant student interest or need. The Events and Community Coordinator must discuss new Networks with the Events Steering Committee before launching them. In instances where the Events and Community Coordinator begins a new Network, the GSA will be responsible for recruiting student committee members and inviting students to join the Network.

2.3. Committee members

Networks must have a formal committee. The committee must promote the views, interests and organise activities of common concern for members of the Network.

It is essential that each Network has a Network Coordinator and a Social Secretary. These roles may be shared by more than one person but no one person should undertake both roles. Any additional roles the Network may have will be a part of this committee.

Membership of this committee should be decided democratically by the members of the Network group.

The group must provide the Union with the names of its committee members including a key contact person and their details.

At least one member of the committee should attend the termly events organised by the Events and Community Coordinator for Network leaders.

2.3.1. Network Coordinators

Network Coordinators are responsible for the overall running of the Network. They must attend training with the Events and Community Coordinator at the start of the academic year (or when the Network is first formed) and they may attend GSA Council meetings.

2.3.2. Social Secretary

The Social Secretary oversees the running of social events within the Network and is responsible for managing the annual Network budget.

2.4. Number of members

Networks are expected to have at least 10 members by the end of term 1 in the academic year. If Networks are established mid-academic year this applies to their first Autumn term. Those with fewer than 10 members by this deadline will be referred to the Events and Community Coordinators for temporary suspension or closure.

2.5. Approval process

New Network applications will first be considered by the Events and Community Coordinator to ensure their creation is not at odds with the mission and aims of the GSA. Any decisions not to further a new Network application made by the Events and Community Coordinator can be appealed to the GSA Council.

Once this has been assessed the Network application will be reviewed at the monthly meeting of the Events Steering Group where it will be voted on by group members. New Networks will need to be approved by a $\frac{2}{3}$ majority of the group.

3. Articles of Network

By forming or joining a Network all members are agreeing to abide by GSA policy and regulations.

4. Membership

4.1. Full membership

Postgraduate students at the University of York may request to join any Network they choose. If their application is denied by the committee members, it can be appealed to the Events and Communities Coordinator who will take it to the Events Steering Group.

Membership of the Network includes access to Network events and online social media groups run by the Network.

4.2. Membership lists (to be held by the GSA)

The GSA will hold membership lists in order to assess a Network's viability. This information will not be disclosed to any third party without consent.

5. Financial Arrangements

5.1. Budgets

The GSA budget for Networks is overseen by the Events and Community Coordinator who will allocate an annual budget for each Network. This will be decided based on the Network's previous year's activities and budgetary spend.

Network leaders may apply for a larger budget than previous years by providing the Events and Communities Coordinator with a detailed budget for their upcoming year. The Events and Communities Coordinator will assess whether the

requested budget is available and will inform the Network leaders of their decision. This decision may be appealed to the GSA Council.

5.2. Financial controls

The Social Secretary is responsible for allocating a Network's budget to their annual events. They are not permitted to go over their budget without gaining permission from the Events and Communities Coordinator.

Private or external bank accounts are not permitted under any circumstances.

5.3. Network membership charges

GSA Networks should, as far as is possible, be of no cost to their members. If a Network is unable to acquire additional funds for an event or occasion which falls outside of the annual budgetary spend, they may request their members pay a small set fee for the event.

If Networks are formed after the GSA Network budget has been allocated, Networks may be permitted to charge their members a small membership fee.

All instances in which a Network requests money from its members must be approved in advance by the Events and Communities Coordinator.