

Faculty Officer Honorarium Briefing

Faculty Officers represent the views and interests of students from their faculty at educational meetings and committees. They do this by utilising SUBU's feedback channels and their connections to accurately understand the concerns and issues of the students they represent.

Faculty Officers are part of SUBU's Executive Committee and therefore are responsible for providing political, campaigning and representative leadership to the Union.

With this understanding of the expectations put on Part-Time Officers and the voluntary nature of the role, SUBU will be running a pilot scheme for Semester Two to provide an honorarium based on the requirements set out below. Following this pilot scheme, a paper will be taken to the SUBU Trustee Board in June with the results and a decision will be made as to the continuation of the scheme based upon the success of the pilot.

Pilot Scheme Term: February – May 2024

Honorarium: £300

An honorarium will be awarded when:

1. The Officer has attended the relevant Education Committees throughout the semester
2. The Officer has attended the Executive Committee meetings throughout the semester. If they are unable to attend, they will provide an appropriate reason for non-attendance accompanied by supporting evidence where relevant as outlined below
3. The Officer has attended democratic meetings (SUBU Summit/Student Members Meeting) throughout the semester. If they are unable to attend, they will provide an appropriate reason for non-attendance accompanied by supporting evidence where relevant as outlined below

Appropriate Reasons for Non-Attendance Guidance

For avoidance of doubt, below is a list of appropriate reasons for non-attendance as decided by SUBU, this list is not exhaustive and should any other reasons arise, these will be assessed on a case-by-case basis by SUBU.

- University and/or course Commitments
- Medical Appointment
- Illness
- Emergency circumstances

Evidence for the above may include extract of timetable, assignment briefs or appointment confirmation. There will be certain circumstances that will not require evidence.