



STUDENT EQUITY ASSEMBLY

OVERVIEW & PURPOSE

Student Equity Assemblies are convened on an ad hoc basis to address key issues or projects relating to current affairs, wider societal matters, or equity concerns within the university community. These assemblies provide a space for students to share perspectives, discuss challenges, and co-create solutions on topics that impact equity and inclusion. Outcomes and recommendations from each assembly are fed directly into the wider Student Equity Council, ensuring that student voices shape ongoing work and decision-making at a strategic level.

FORUM DUTIES

The assembly duties are:

- Create an open forum for students to discuss and raise issues related to current affairs, societal matters, or equity concerns within the university.
- Empower students to participate in meaningful dialogue, fostering skills in advocacy, critical thinking, and peer support.
- Gather diverse student perspectives and lived experiences to inform the university's and JMSU's approach to equity and inclusion.
- Feed insights, feedback, and proposals from the assembly directly into the wider Student Equity Council for further consideration and action.

REPORTING & MEMBERSHIP

Chair	JMSU Vice President Education
Vice Chair	JMSU President
Secretary	Project Coordinator for Equity, Diversity & Inclusion
Membership	LJMU Students
Report To	Student Forum, Student Equity Council

In the absence of the Chair, the Vice-Chair will chair the meeting. In the absence of both, the meeting may appoint a temporary Chair from the members present.

The Secretary is responsible for taking brief minutes of the meeting. In the absence of the Secretary the meeting may appoint a temporary Secretary from the JMSU Voice & Support Staff.

NOTICE OF MEETINGS

Members will receive notice of the meeting, requesting them to attend. To ensure maximum participation, at least five working days' notice of meetings will normally be given.

The Secretary is responsible for sending notice of meetings. The draft minutes from the previous meeting will usually be circulated at the same time as the notice.



QUORUM

This assembly is not quorate for formal decisions. However, regular attendance is encouraged, and involvement may be recognised through awards or recognition initiatives.

VOTING

The assembly may conduct informal votes to gauge opinion on issues, campaigns, and proposals. Any formal motions will be referred to the Student Forum or relevant JMSU governance structures for approval.

Each representative shall have one vote, with the Chair holding a casting vote in the event of a tie.

FREQUENCY

The assembly will meet at least twice per term. Additional meetings may be called by the Chair in response to emerging issues.

MEETING STRUCTURE

- Student-led, accessible meetings with inclusive practices.
- Use of icebreakers and informal approaches to encourage participation.
- Sessions will be up to 90 minutes, with support for accessibility and hybrid formats.