

Terms of Reference

Aura CDT Student Committee

1. Introduction

The student committee is a group of elected members with the responsibility to organise and facilitate student-run operations, events, and activities within the Aura Centre for Doctoral Training (CDT). The committee will run in collaboration with the CDT and the Energy & Environment Institute (EEI) to promote all organisations involved with the Offshore Wind Energy PG diploma and PhD.

2. Terms of Reference

The student committee has the following Terms of Reference:

- To actively connect and encourage communication between students as a whole and with the rest of the CDT & EEI.
- To organise a variety of social activities, catering to all student characters and preferences.
- To coordinate charity engagement and fund-raising activities.
- To promote the CDT via community involvement and outreach through programmes, social media, and other public events.
- To consider and apply for funding for said social, charity, or community events through the CDT & EEI.
- To encourage active engagement within committee lead events to those students at all partner universities (Hull, Durham, Newcastle and Sheffield).
- AGM to re-elect the committee, collaborating with the succeeding committee to update and advise on committee function – ensuring an effective transfer of responsibility.
- Be a student voice, where needed, raising any concerns that are brought to the committees' attention.
- These terms of reference to be reviewed each year.

3. Mode of Operation

- The student committee will meet every two weeks (Teams meeting) to discuss current and future operations. This should include any requirements for assistance or funding.
- The cohort Student Reps are also expected to join these meetings to raise and discuss any issues that have been presented to them from the students or staff.
- A monthly brief (300 words max) is required from members on the committee outlining their progress in their respective roles.
- A monthly forum will be organised for all students to attend to discuss their ideas for events or activities – as well as to allow for the committee to acquire volunteers for events where needed.

4. Due Regard and Expectations

The SC will pay due regard to:

- Eliminate and report all instances of discrimination, harassment, victimisation or bullying both within the committee itself and within the student cohort. Instances should be reported to either to the Chair or directly to the CDT Program Manager.
- Push for equality and inclusion within all student lead activities or events.

Committee members are expected to:

- Volunteer and assist other committee members where needed.
- Attend a minimum 1 meeting per month to stay informed on events and committee matters.
- Be committed to their respective role.
- Respect other reps to make the overall decision on events they are leading, if the committee decision is split.
- Arrange a team of students to assist in organising/running their event where required.

Reporting Lines

- As stated above, each member of the committee is required to provide a monthly brief of past and planned activities. The chair is required to submit a compiled report every two months to the Programme Manager (Danielle) giving information on the overall progress of the committee and any future plans.

Membership

Position	Membership
Chair	Ethan Clark
Social Rep	Maisy Bradbury
Charity Rep	Sophie Al-Mudallal
Community Outreach Rep	Jordan Burgess
Education and Engagement Rep	Sarah Bee
Treasurer (Secretary)	Hannah Marsden
Student Rep (Cohort 1)	Rachael Keslake
Student Rep (Cohort 2)	Victoria Bessonova
Student Rep (Cohort 2)	Emily Settle

Structure:

