

# Cambridge University Ireland Society Constitution

The name of the society shall be: 'Cambridge University Ireland Society'.

## 1. Executive Committee:

- President – The President is responsible for overall running and management of the society as well as to provide leadership to the rest of the committee. The President shall uphold the principles by which the society was founded and act in the best interests of the society and its members. The President shall preside at general meetings of the society and assist all the executive officers in the performance of their roles.

- Vice President -The Vice President is required to assist the President and the Secretary in their functions. The vice-president will preside at general meetings in the absence of the President.

- Secretary - The Secretary is required to keep the official files of the society. The secretary shall prepare the agenda along with the President and Vice President for general meetings, and shall minute all meetings. Should the President step down, the Secretary shall call a by-election within 14 Full Term Days.

- Treasurer – The Treasurer is responsible for managing the accounts of the society, as well as undertaking initiatives to acquire sponsorship and financial resources for the society with the help of the President and Vice President. The treasurer shall inform the board of all financial matters.

- Committee Members - Some Committee Members will be elected and assigned specific tasks in the handling of major society activities and events and to actively contribute ideas and feedback during Committee Meetings.

## 2. The Society's aims shall be:

- a) To foster awareness and appreciation of Ireland within the university.
- b) To create a support network for students from Ireland, and those with Irish connections.
- c) To promote the cultures of Ireland including language, literature, visual arts, music, the performing arts and sport in a spirit of inclusivity and with the goal of mutual understanding.

**3. Membership shall consist of any current members of the University of Cambridge or those who have been students or staff at the University who wish to be members. The society shall be free to determine an annual fee for membership and may offer Life Membership and Honorary Membership on such terms as it may decide.**

Members have a right to be present at any general meeting of the society and a right to vote.

The society and its members shall not discriminate against any individual(s) for reasons of race, colour, creed, religion, sexual orientation, national origin, sex, age or handicap.

**4. Meetings of the Society:**

- a) Meetings shall be held at least once a term
- b) The Annual General Meeting of the Society shall be held each year at the beginning of Easter term. The time and the venue of this meeting will be determined and publicised by the Committee at least fourteen full term days beforehand.

**5.** Only members shall be allowed to vote and each member shall have one vote. There shall be no absentee voting.

The committee of the Society shall be elected at the AGM. Nominations for the committee must be submitted to the secretary at least three full term days before the AGM. Any member of the Society may be nominated for any committee post seconded by two other members of the society. There may be hustings at the AGM. Votes shall be counted by two other persons chosen at the AGM and who are not candidates for the Committee posts. The election and count shall be conducted using the single ballot system. A simple majority voting system will apply. A quorum of fifteen persons shall be required at an AGM for decisions to be passed. The committee may at its discretion co-opt additional committee members to itself where it perceives the need, or to fill vacancies that may arise.

**6.** The committee consists of:

President, Vice President, Secretary, Treasurer and some members of the committee without portfolio. The term of office of the committee shall be one year, commencing from the date of the AGM.

**7.** A senior treasurer shall be appointed by the committee each year to audit the Society's accounts. The Society shall maintain a banking account with a suitable Bank or Building Society to hold the Society's funds. It shall be the responsibility of the Junior Treasurer to ensure that monies received are properly accounted for and that the Society's financial records are kept in good order. The Senior Treasurer shall make arrangements for the Society's Accounts to be properly audited, either by himself or herself, or by some other person approved under University Ordinances. The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society unless he or she has personally authorised such a debt in writing.

**8.** For so long as the Society shall be registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Society complies with the requirements for registration as a University Society.

**9.** Amendments to the constitution may be proposed by any member of the society and must be submitted to the secretary in writing. This Constitution may only be

amended at an AGM, or a meeting specially called for that purpose. Amendments to the constitution shall be passed by a 60% majority of the votes cast.