



The European Law Students' Association

MAYNOOTH

# Statutes of ELSA Maynooth

## **1. Name of Society**

The name of the society shall be the European Law Students' Association Maynooth, which may be abbreviated to ELSA Maynooth.

## **2. Core Principles**

**2.1** ELSA Maynooth shall be a local group of ELSA International and shall by extension be a Member of ELSA Ireland.

**2.2** ELSA Maynooth shall be a society of Maynooth Students' Union.

**2.2** These Statutes shall be construed as being in compliance with any obligations falling on the Society as a necessary condition of its status as a recognised society of Maynooth Students' Union and, in the event of any clash between the provisions of these Statutes and those of the rules of the Students' Union Capitation Committee, the latter shall prevail.

**2.3** Without prejudice to the preceding sub-Article, these Statutes shall be construed as being in accordance with the provisions and principles of the Statutes and Standing Orders of ELSA International and the Statutes and Standing Orders of ELSA International shall prevail in the event of any clash with these Statutes.

**2.4** Without prejudice to sub-Articles 2.2 and 2.3, these Statutes shall be construed as being in accordance with the provisions and principles of the Statutes and Standing Orders of ELSA Ireland and the Statutes and Standing Orders of ELSA Ireland shall prevail in the event of any clash with these Statutes.

- 2.5 These Statutes shall fully replace any constitutional documents of the Society pre-existing at the time of their enactment and shall, without prejudice to sub-Articles 2.2, 2.3 and 2.4, form the sole constitutional documents of the society.
- 2.6 In accordance with the core principles of ELSA, ELSA Maynooth shall be non-political and shall thus not take stances on political issues, though it may facilitate the discussion of political issues for educational objectives in a neutral and non-partisan manner.
- 2.7 The aims of ELSA Maynooth, shall, in accordance with those of ELSA, be to promote, establish and develop mutual understanding, co-operation and personal contacts between law students and young lawyers from different states and legal systems, thereby equipping them for professional life in an international environment.
- 2.8 With respect to the realisation of the above aims, ELSA will be guided by the following philosophy statement:
- (i) Vision:
- A just world in which there is respect for human dignity and cultural diversity.
- (ii) Purpose:
- To contribute to legal education, to foster mutual understanding and to promote social responsibility in law students and young lawyers.
- (iii) Means:
- (a) To provide opportunities for law students and young lawyers to learn about other cultures and legal systems in a spirit of critical dialogue and scientific co-operation.
- (b) To assist law students and young lawyers to be internationally minded and professionally skilled.
- (c) To encourage law students and young lawyers to act for the good of society.
- 2.9 In order to reach its aims as set out above, ELSA Maynooth's main fields of activity shall be, as those of ELSA:
- (i) The Student Trainee Exchange Programme (STEP), providing opportunities for law students and young lawyers to gain work experience in a foreign legal system while learning about other cultures.

(ii) Seminars and Conferences (S&C) involving the acquisition of knowledge through exposure to professionals and foreign cultures.

(iii) Academic Activities (AA) involving the development of legal knowledge through guided practical activities.

### 3. Membership

3.1 Membership of the Society shall be open to all students, staff and graduates of Maynooth University.

3.2 Membership shall be obtained by paying the appropriate fee and signing the Roll of Members for the current academic year.

### 4. Governing Executive Board

4.1 The Society shall have a governing executive Board ('the Board').

4.2 The Board shall run the Society on behalf of the membership and in accordance with the Society's aims and objectives.

4.3 Although decisions should be arrived at by the consensus of the Board where possible, Board decisions shall be decided by majority vote.

4.4 A quorum for meetings of the Board shall be five Board members.

4.5.1 The Board shall consist of:

The President

The Secretary General

The Treasurer

The Vice President for Marketing

The Vice President for Academic Activities

The Vice President for Moot Court Competitions

The Vice President for Seminars and Conferences

The Vice President for the Student Trainee Exchange Programme

4.6 The Term of Office of these elected officers shall be from 1 July of the year of their election until 30 June of the following year.

- 4.7 A person shall not hold the same office for more than three successive years.
- 4.9 The Board may appoint additional officers to assist them in their duties as they see fit.

## 5. Elections of the Governing Executive Board

- 5.1 The Board members shall be democratically elected at the Annual General Meeting and, where a vacancy occurs or where a position is unfilled, at the Autumn General Meeting or at an Extraordinary General Meeting.
- 5.2 To seek election to the committee, a candidate must have two nominations by current members of the Society.

## 6. Duties of the Governing Executive Board

- 6.1.1 The President shall be the chief officer of the Society who shall be responsible for the areas of Board Management, Expansion and External Relations and whose functions shall include chairing all meetings of the Board and officiating at meetings of the Society
- 6.1.2 The President shall have an ordinary vote at Board meetings and meetings of the Society. In the event of a tied vote on any matter she or he shall have the casting vote.
- 6.2.1 The Secretary General shall be responsible for the Supporting Area of Internal Management and his or her function shall be to deal with all correspondence and records of the Society, as well as to organise all meetings in accordance with the decisions of the Board and with these Statutes.
- 6.2.2 The Secretary General shall keep minutes of all Society meetings, including Board meetings and general meetings, as well as any other meetings relating to the business of the Society when requested by the Board.
- 6.2.3 The Secretary General shall give notice of the Society's meetings, events and functions to all members.
- 6.2.4 The Secretary General shall be responsible for the keeping and administration of all records of the Society, other than those falling under the responsibility of the Treasurer.

- 6.3.1 The Treasurer shall be responsible for the Supporting Area of Financial Management and his or her function shall be to administer the funds of the Society and to maintain accounts and budgets.
- 6.3.2 The Treasurer shall be responsible for the maintenance of accounts subject to the decisions of the Board and in compliance with the regulations set down by the Capitation Committee.
- 6.3.3 The Treasurer shall keep full records of income and expenditure of the Society. The Treasurer shall also keep a record of who authorised expenditures and shall issue receipts.
- 6.3.4 The Treasurer shall sign all cheques and for all withdrawals from the Society's bank account.
- 6.3.5 Where the Treasurer is decreed as unavailable, another designated person may sign cheques and for withdrawals for the Society on consultation with the Capitation Committee.
  
- 6.4 The Vice President for Marketing shall be responsible for the Supporting Area of Marketing.
- 6.5 The Vice President for Academic Activities shall be responsible for the Key Area of Academic Activities.
- 6.6 The Vice President for Moot Court Competitions shall be responsible for the Key Area of Moot Court Competitions.
- 6.7 The Vice President for Seminars and Conferences shall be responsible for the Key Area of Seminars and Conferences
- 6.8 The Vice President for the Student Trainee Exchange Programme shall be responsible for the Key Area of the Student Trainee Exchange Programme.

## 7. Dismissal and Resignation of Committee Members

- 7.1 Written notice of any resolution to seek the dismissal from office of a Board member must be signed by 10% of the membership of the society or two thirds of the Board and submitted to the Secretary General. Upon receipt of such notice, the Secretary General shall notify the member of the Board concerned and then the rest of the Board as soon as possible and shall then submit it in writing to the Secretary General of ELSA Ireland and seek an affirmation from the Secretary General of ELSA Ireland that the motion has been considered by the National Board and that the National Board has given consent for said motion to be brought before the membership of ELSA Maynooth for debate.

Upon receipt of such notice of consent, the Secretary General shall notify the Board and shall then notify the membership of the Society at least four working days prior to a general meeting at which such a resolution shall be debated.

Where no such notice of consent is received or until such is received, no such motion shall be brought before a general meeting of the society for debate.

7.2 A member of the Board may be dismissed from office only when a resolution has been put before the membership of the society as set out in the preceding sub-Article and approved by a simple majority of the general meeting concerned.

7.3.1 A Board member wishing to resign must submit a letter in writing declaring that intention to resign to the Secretary General, who shall immediately inform the Board as a whole.

7.3.2 The responsibilities of a Board member who resigns shall be shared among the other Board members until a by-election can be held to elect a new person to the position.

7.4 Where the Secretary General is the subject of any motion for dismissal or resignation under this Article, his or her function may be fulfilled by the President, or, where the President is also subject to such motion for dismissal or resignation, any other Board member who is not so subject.

## 8. Meetings

8.1 There shall be an Annual General Meeting (AGM) held each year, at which elections for the offices of the Board shall take place.

There shall also be an Autumn General Meeting held in October of each year at which class representatives for the Society shall be elected.

8.2 The AGM shall be held no later than in the final month of the Academic year.

8.3 A quorum for a general meeting shall be three Board members and 10% of the ordinary membership of the society.

8.4 The business of the AGM shall include elections of Board members for the next academic year as well as annual reports from the outgoing Board, which shall include a Treasurer's report on the finances of the society.

- 8.5 An Extraordinary General Meeting (EGM) shall be convened if:  
10% of the ordinary membership of the society request such a meeting in writing, or;  
two thirds of the members of the Board requests such a meeting in writing, or;  
a vacancy on the current Board occurs.
- 8.6 Notice of all general meetings shall be given to the membership at least five working days prior to the date of the meeting.
- 8.7 Any member may propose a resolution relating to the business of the Society at a general meeting, except where such resolution proposes to alter these Statutes; the resolution shall be voted on by a show of hands. A declaration by the President that the resolution has been carried or has failed, unless a secret ballot is demanded by any five members, shall be conclusive evidence that the resolution has passed or failed.
- 8.8 In the event that a declaration of the President under the preceding sub-Article is challenged, a recount of the votes will be administered in which a number of appropriate people shall be appointed by the Board as tellers to count the votes.
- 8.9 No resolution may contravene policy of Maynooth University or that of the Capitation Committee.

## 9. General

- 9.1 There shall be an Honorary President of the Society who shall be a staff member, in compliance with the regulations set down by the Capitation Committee.
- 9.2 The membership fee for the Society shall be in compliance with the conditions set down by the Capitation Committee.
- 9.3 Each member of the Society shall be entitled to receive a copy of these Statutes, on demand, free of charge.
- 9.4 These Statutes shall have effect until no later than 31 May 2017, unless ratified by a general meeting of the society before that date.

10. **Amendments to these Statutes**

- 10.1 Notice of a proposal to seek an amendment to these Statutes shall be given to the membership at least four working days prior to the meeting at which such a proposal shall be considered.
- 10.2 A proposal to amend this Constitution must receive the approval of two thirds of the members present and entitled to vote at the relevant meeting.