

CONSTITUTION

The following document is the Constitution of the Maynooth University
Politics and Sociology Society {MU PolSoc }

*Constitution of the
Maynooth University
Politics & Sociology
Society*

PREAMBLE

Maynooth University Politics and Sociology Society (here on MU PolSoc) is a student society that exists under the Sociology Department within the structure and territory of Maynooth University, Co. Kildare.. MU PolSoc is non-politically affiliated space for Students and Staff to explore current political affairs. The aim of MU PolSoc is to raise awareness of political, social and current affairs within the general student body of Maynooth University. MU PolSoc aims to achieve this by holding a number of events throughout the academic year for its members to learn about and discuss current political affairs. MU PolSoc also aims to operate as an equal opportunities platform for students of all disciplines to meet others in a safe and enjoyable social environment.

ENACTMENT OF THIS CONSTITUTION

1.1 This Constitution of Maynooth University Politics and Sociology Society will enter into force after the 13th day of October 2015 provided that two thirds majority of active members present at the AGM on that above date stated vote in favour of its enactment. Amendments proposed and voted in favour of on the above stated date will form part of this constitution from its date of enactment. Amendments made after this date will follow the procedure as outlined in *Section 12* below.

NAME OF SOCIETY

2.1 The name of this Society is Maynooth University Politics and Sociology Society abbreviated as MU PolSoc.

AIMS, OBJECTIVES AND STANDARDS

- 3.1 The Aim of MU PolSoc is to encourage and promote politically engagement across the student body.
 - 3.2 To provide information and debates about current political affairs.
 - 3.3 To provide a safe space for students to vocalise political opinions.
 - 3.4 To provide an enjoyable space for students to socialise.
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- 4.1 MU PolSoc is not and will not become affiliated with any political party.
 - 4.2 MU PolSoc will not promote the material of any political party or candidate.
 - 4.3 Ordinary Members along with MU PolSoc members of the Governing Executive Committee (*see section 5 below*) are entitled to hold personal political beliefs however the MU PolSoc as a society will not promote or endorse any such personal beliefs held.

MEMBERSHIP

- 5.1 Membership of MU PolSoc shall be open to all students, staff and graduates of the college.
- 5.2 Membership shall be obtained by paying the appropriate fee and signing the Roll of Members of the current academic year, unless otherwise stated by the committee.

- 5.3 MU PolSoc recognises the importance that graduates and former students of Maynooth University can play in the development of a club. It shall therefore endeavour to maintain contact with such former members who wish to retain their connection with the club.
- 5.4 To this end the Governing Executive Committee of MU PolSoc shall be empowered to create a class of “Associate Member” of the Club.
- 5.4.1 Graduate Membership shall be open to former members of MU PolSoc who are no longer members of MSU (and its associate colleges). It shall not be a requirement of associate membership that such members should hold a degree or any other academic award given by an associate college of MSU.
- 5.4.2 Non-MSU members must take full responsibility for all insurance and/or any injury that may occur.
- 5.4.3 The Committee may award Associate Membership to anyone they see fit regardless of their relationship to MSU.
- 5.4.4 Associate Members shall pay an annual membership fee to the club. The amount of this fee shall be determined by the Governing Executive Committee, but may be altered by a majority vote at a General Meeting of the club. The associate member fee shall not be less than the ordinary membership fee.
- 5.4.5 Associate Members shall be ineligible for election to MU PolSoc’s Executive Governing Committee.
- 5.4.6 Associate Members shall be entitled to attend all General Meetings of MU PolSoc and have a vote.
- 5.4.7 Other rights of Associate Members shall be determined by the Governing Executive Committee but may also be granted or revoked by a majority vote at a general meeting of the club.
- 5.4.8 The rights of an Associate Member shall not exceed those of an ordinary member of the club.
- 5.5 All members shall be bound by this constitution.

GOVERNING EXECUTIVE COMMITTEE

- 6.1 MU PolSoc shall have a Governing Executive Committee (The Committee).
- 6.2 The Committee shall run the club on behalf of its members and in accordance with the aims and objectives stated above (*see section 3 above*).
- 6.3 Although decisions should be arrived at by the consensus of the committee (where possible), committee decisions shall be decided by majority voting.
- 6.4 A quorum shall be 2/3s of committee members.
- 6.5 The committee shall consist of:
- i. President
 - ii. Secretary
 - iii. Treasurer
 - iv. Public Relations Officer
 - v. 1st Year Representative
 - vi. Events Coordinator
 - vii. Ordinary Committee Member

- 6.6 The Term of Office of these elected officers shall be one academic year beginning on July 1st unless other agreements have been made due to a particular committee member being unable to fulfil their position at that time.
- 6.7 Article 6.6 does not relate to the First Annual Governing Executive Committee MU PolSoc, who elected in March 2015 will remain in office until July 1st 2016 when the Second Annual Governing Executive Committee of MU PolSoc will begin their term in office. Such a deviation is required for the effective establishment of MU PolSoc.
- 6.8 A person shall not hold the same office more than two successive years or three non-successive years.
- 6.9 No person shall hold any office on the committee for longer than 5 successive years.

ELECTION OF GOVERNING EXECUTIVE COMMITTEE

- 7.1 The Governing Executive Committee members shall be democratically elected at the Annual General Meeting (AGM) or at an Extra-Ordinary General Meeting (EGM).
- 7.2 To seek election to the committee, each candidate must have two nominations by current members of the club.
- 7.3 A candidate is elected by a simple majority of those MU PolSoc members in attendance at the AGM/EGM.
- 7.4 Provided a simple majority of the members present at the AGM/EGM are in agreement candidates who are not present at the AGM/EGM may be elected *in absentia*, provided there is a proxy present to present their case.
- 7.5 There should be written consent giving this proxy power to act on behalf of the candidate not present.
- 7.6 Notice to run *in absentia* should be provided to the board prior to the commencement of the AGM/EGM.

DUTIES OF THE GOVERNING EXECUTIVE COMMITTEE

- 8.1 The President shall be the Chief Officer of MU PolSoc whose functions include chairing the meetings of the committee and officiating at meetings of the club.
- 8.2 The Chair of any meeting shall have an ordinary vote at committee meetings and meetings of MU PolSoc. In the event of a tied vote on any matter she/he shall have the casting vote.
- 8.3 The Secretary shall assist the President on all their duties.
- 8.4 The Secretary shall assume the duties of the President (unless otherwise directed by a General Meeting of MU PolSoc) in the event the President is absent or is unable to perform their duties.
- 8.5 The Secretary's function shall be to deal with all correspondence and records of the club.
- 8.6 The Secretary shall keep minutes of all committee meetings, of all General Meetings, of all Annual General Meetings, or any other meetings relating to the business of MU PolSoc when requested by the committee.
- 8.7 The Secretary may keep a record of authorisation of expenditure.
- 8.8 The Secretary shall assist the Public Relations Officer to organise fundraising events and sponsorship where necessary.

- 8.9 The Treasurer's function shall be to administer the funds of the club and to maintain the accounts and budgets.
- 8.10 The Treasurer shall be responsible for maintenance of accounts, subject to the decisions of the committee, compliant with the regulations set down by the Capitation Committee.
- 8.11 The Treasurer shall keep full records of income and expenditure of the club. The Treasurer shall also keep a record of who authorised various expenditures and shall issue receipts
- 8.12 The Treasurer shall sign all cheques and withdrawals from the Club's bank account.
- 8.13 Where the Treasurer is decreed as unavailable, another designated person may sign cheques and withdrawal from for the club on consultation with the Capitation Committee.
- 8.14 The Public Relations Officer along with the Secretary shall be responsible for the advertising of all functions of the club through all means possible.
- 8.15 The Public Relations Officer along with the Secretary shall deal with external correspondence and maintain records of the contribution outside bodies have had for the club and to give notice to all members of these contributions.
- 8.16 The Health and Safety Officer will be responsible for overseeing and dealing with any minor and serious injuries and safety issues encountered while practicing the sport.
- 8.17 The Entertainments Office will be responsible for organising and planning any social and/or celebratory events held for the members of the club throughout the year.
- 8.18 The First Year Representative will be responsible for listening to any concerns or queries of the first year club members, and bringing them to the Committee's attention.
- 8.19 The Ordinary Committee Member shall be an extra set of hands, that if the work load is too heavy for one committee member, will be asked to help by taking some of their work.

DISMISSAL AND RESIGNATION OF COMMITTEE

- 9.1 No member of the committee shall be dismissed from the office unless:
- i. Written notice of resolution to seek such a dismissal, signed by 10% of the members of MU PolSoc is received four working days prior to a General Meeting at which such a resolution shall be debated.
 - ii. 2/3s of the Governing Executive Committee may also call a meeting to debate the dismissal of another committee member.
- 9.2 A resolution of a committee member shall be passed by a simple majority voting at the relevant Governing Executive Committee meeting.
- 9.3 A committee member wishing to resign must submit a letter in writing declaring that intention to resign to the Secretary, who will immediately inform the committee as a whole. The responsibilities of that member shall be delegated to other committee members(s) until a by-election can be held to re-elect a new person to the position.

MEETINGS

- 10.1 There shall be an Annual General Meeting (AGM) held each year.

- 10.2 The meeting shall be held no later than in the final month of the Academic year where the main committee members shall be elected (where possible).
- 10.3 Elections for the offices of the Governing Executive Committee shall take place at this meeting.
- 10.4 The quorum of the meeting shall be 3 Governing Executive Committee members and 10% of the ordinary membership.
- 10.5 The business of the AGM shall include the elections of relevant Governing Executive Committee as well as annual reports from the outgoing Governing Executive Committee (which should include a Treasurer's report of the club.)
- 10.6 An Extra-Ordinary General Meeting (EGM) shall be convened if:
- i. 10% of the ordinary membership of the club requests such a meeting in writing.
 - ii. A quorum of the Governing Executive Committee requests such a meeting in writing.
 - iii. A vacancy on the current committee occurs and there is need to elect a replacement.
- 10.7 Elections for the offices of the Governing Executive Committee shall take place at the AGM or EGM (where relevant.)
- 10.8 Notice of all meetings shall be given to the membership at least five working days prior to the date of the meeting.
- 10.9 Notice of an AGM or EGM shall be given to members via the email address that the member provided on the Roll of Members.
- 10.10 At a meeting, a member may propose a resolution relating to the business of the Society. The resolution shall be voted on by a show of hands and a declaration of the President that the resolution is carried (unless a secret ballot is demanded by any five members) shall be conclusive evidence that the resolution has passed or failed.
- 10.11 In the event that the President's resolution (see section XXX) is challenged, a recount of the votes will be administered in which a number of appropriate people will be appointed by the committee as the 'tellers' to count the votes. The result will be announced by the President or the Secretary (where requested in the general meeting.)
- 10.12 No resolution may contravene Maynooth Student's Union policy or Capitation Committee policy.

GENERAL

- 11.1 There shall be a Honorary President of MU PolSoc who shall be a staff member in compliance with the regulations set down by the Capitation Committee.
- 11.2 The membership fee for the club shall be in compliance with the conditions set down by the Capitation Committee.
- 11.3 Each member of the club shall be entitled to receive a copy of this Constitution, on demand, free of charge.
- 11.4 In the event of a clash with the Capitation Committee rule and regulations, the Capitation Committee rules and regulations shall take precedence above this constitution and is subject to Capitation Committee policy at all times.

11.5 In joining the club, members agree to be bound by the rules and regulations of the club as laid down in this constitution and by the Governing Executive Committee. Members violating these rules and regulations shall be answerable to the committee and may have their membership revoked and no money refunded, for persistent breaches or extremely serious breaches, as deemed by a majority of the committee. In the event that the committee cannot resolve a dispute with a member(s), the Capitation Committee shall rule on the matter and its decision be final.

AMENDMENTS TO THE CONSTITUTION

12.1 Notice of a proposal to seek an amendment to this Constitution shall be given to members at least three working days prior to the meeting at which such a proposal shall be considered.

12.2 Notice of a proposal to seek an amendment to this Constitution shall be given to members via the email address that the member provided on the Roll of Members.

12.3 A proposal to amend this Constitution must receive the approval of 2/3s of the members present and entitled to vote at the relevant meeting for it to be passed.