

2016

Constitution of Maynooth University Pride Society

IN FORCE AT THE END OF THE PRIDE SOCIETY AGM HELD ON THE CAMPUS GROUNDS OF
MAYNOOTH UNIVERSITY, CO. KILDARE, IRELAND ON THE 25TH OF OCTOBER 2016



The place where everyone fits

AUTHENTICATED BY

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President

Maynooth University Pride Society

Maynooth; 25th October 2016

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Maynooth University Pride Society

Maynooth; 25th October 2016

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Article I. TITLE

- 1.1 The name of the Society shall be known as Maynooth University's 'Pride Society', hereinafter referred to as 'the Society'.
- 1.2 The name of the Society stands as an inclusive name to all members of the LGBTQ+ community and also respected Allies and Advocates.

Article II. STATEMENT OF INTENT

- 2.1 As the Society is a constituent society of Maynooth Students Union, which represents the students of Maynooth University, St. Patricks College, Maynooth and their associated campuses across Ireland, these colleges shall hereinafter be referred to as 'the College'.
- 2.2 The constitution management and conduct of the Society shall abide by the relevant rules and regulation of the College.
- 2.3 The terms 'they, them and their' are used within this constitution out of respect and acknowledgement of various gender identities so that no intention of defamatory, derogatory or discriminatory manner is implied.
- 2.4 The society shall strive to fulfil the aims and objectives, set out in Article III of this Constitution, in the course of the academic year as its commitment to its membership.

Article III. AIMS & OBJECTIVES

- 3.1 The society shall hold the following as its aims and objectives:
 - 3.1.1 To provide a forum through which students of this college may gather to learn about LGBTQ+ related issues or causes.
 - 3.1.2 To build a culture of acceptance and tolerance for those who associate with LGBTQ+ within the College, as well as fortifying a sense of Equality for all students within the College.
 - 3.1.3 To provide a sociable atmosphere in which society members can meet, interact, and discuss.
 - 3.1.4 To provide an environment for students to discuss matters of importance to them without fear of judgement, condemnation, or disparagement.

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3.1.5 To organise viewings of LGBTQ+ related material in order to further educate the students of the College of LGBTQ+ matters.

3.1.6 To organise and facilitate outings so that society members may meet the members of other LGBTQ+ societies in other universities.

Article IV. MEMBERSHIP

4.1 Membership of the Society shall be open to all students, staff members and graduates of the College.

4.2 Membership of the Society shall be obtained by paying the appropriate subscription fee at the Society's stand during the Clubs & Societies Fair Day, or upon paying the appropriate subscription fee to the treasurer of the Society at any time thereafter, and by signing up to the Society on Clubs and Society website: MSU Life.

4.3 The annual subscription for each year shall be fixed by the Governing Executive Committee.

4.4 Exceptions shall be made for students who cannot afford the subscription fee, following a meeting with an Executive Committee member.

4.5 In this Constitution the term “student” shall be deemed to include all persons studying on a full-time, part-time or repeat basis within the College.

4.6 The Society recognises the importance that graduates and former students of Maynooth can play in the development of the Society. It shall therefore endeavor to maintain contact with such former members as wish to retain their connection with the Society.

4.7 To this end the Governing Committee of the Society shall be empowered to create a class of “Associate Member” of the Society.

4.7.1 Graduate Membership shall be open to former members of the Society who are no longer students of Maynooth. It shall not be a requirement for associate membership that such members should hold a degree or another academic award given by Maynooth.

4.7.2 Associate Members shall pay an annual membership fee to the Society. The amount of this fee shall be determined by the

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Governing Executive Committee, but may be altered by a majority vote at a general meeting of the Society. The associate membership fee shall not be less than the ordinary membership fee and no more than 10 times the ordinary membership fee.

- 4.7.3 Associate Members shall be ineligible for election to the Society's Governing Executive Committee.
- 4.7.4 Associate Members shall be entitled to attend all general meetings of the Society. Voting rights of Associate Members at general meetings shall be determined by the Governing Committee and may be altered by a majority vote at a general meeting of the Society.
- 4.7.5 Other rights of Associate Members shall be determined by the Governing Committee but may also be granted or revoked by a majority vote at a general meeting of the Society.
- 4.7.6 The rights of an Associate Member shall not exceed those of an ordinary member of the Society.
- 4.8 Whenever any member wishes to leave the Society, they shall make known their desire to the Secretary, Vice President or President in writing, or to the Society via means of a general announcement, stating their reasons. Upon the receipt of this communication to the Society their name shall be removed from the Roll of Members and permitted to leave.
- 4.9 If a Society member is found to be causing issue and distress within the Society, the Governing Executive Committee shall arrange a meeting with that member to discuss their membership for future in the Society. Called into play when a member of the Society has received as suspension notice from the President of the Society.
- 4.10 All members of the Society shall be bound by this Constitution.

Article V. GOVERNING COMMITTEE

- 5.2 The Committee shall run the Society on behalf of its members and in accordance with the aims and objectives, set out in Article III of this Constitution.
- 5.3 Although decisions should be arrived at by the consensus of the Committee (where possible), Committee decisions shall be decided by majority voting.

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- 5.4 A quorum shall be 2/3s of the Committee members.
- 5.5 The Committee shall consist of:
- i. President
 - ii. Vice-President
 - iii. Secretary
 - iv. Treasurer
 - v. Information Officer
 - vi. Campaigns & Events Officer
 - vii. Supporters & Integration Officer
 - viii. Public Relations Officer (PRO) with responsibility for Social Media
 - ix. Public Relations Officer (PRO) with responsibility for Design
 - x. Trans Officer
 - xi. Ally Representative
 - xii. First Year Representative
 - xiii. Postgraduate Representative (Optional)
 - xiv. International Students Representative (Optional)
 - xv. Honorary President (Optional)
- 5.6 The positions of President, Vice-President, Secretary and Treasurer must be filled at the end of each academic year's AGM. In the event that they aren't filled, the outgoing committee member(s) shall fill the role until the next AGM, where possible.
- 5.7 Campaigns and Events Officer, Culture Officer, Supporters & Integration Officer, PRO for Media, and PRO for Design should be filled at the end of each academic year's AGM. If any one of those positions is not filled, it shall be filled at the start of year AGM.
- 5.8 The positions of First Year Representative, Postgraduate Representative, International Student Representative, and any vacant positions shall be filled at the start of the academic year AGM.
- 5.9 The positions of Postgraduate Representative, International Students Representative and Honorary President are optional Committee positions.
- 5.10 Committee members shall attend all relevant training offered by the MSU in relation to their role. Should the committee member be unable to attend, the President shall delegate someone to attend in their absence.
- 5.11 The Term of Office of these elected officers shall be one academic year.
- 5.12 A person shall not hold the same office for more than 2 successive years

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5.13 The Executive Governing Committee reserve the ability to change roles within the committee provided it is a majority rule decision and the new role is an agreed swap amongst BOTH respected parties or a currently vacant position.

5.13.1 The President of the Society must cast the deciding vote in the event of a failed majority vote.

Article VI. ELECTION OF THE GOVERNING COMMITTEE

6.1 The Governing Committee members shall be democratically elected at the Annual General Meeting (AGM) or at an Extra-Ordinary General Meeting (EGM).

6.2 To seek election to the Governing Committee, each candidate must have 2 nominations by current members of the Society.

6.3 All elections shall be held by secret ballot with each member having a single non-transferable vote.

6.4 Only fully registered student members and full members of the Society shall be entitled to vote and be eligible for election to the committee.

6.5 The President may not cast a vote in the election of any of the positions that are being filled.

Article VII. DUTIES OF THE GOVERNING EXECUTIVE COMMITTEE

7.1 President:

7.1.1 The President shall be elected at the AGM of the Society. Their duties shall be to coordinate the working of the Executive and to look after the general functioning of the Society.

7.1.2 The President shall be President and chief officer of the Committee and all subcommittees of the Society.

7.1.3 The President shall chair at all meetings of the Committee and officiate at all meetings of the Society.

7.1.4 The President shall have power to suspend a member of the Society from any or all their rights and privileges for such time as they

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deem fit, depending on how severe the circumstances are that call for such an action to be taken.

7.1.5 The President shall be in charge of the delegation of tasks in the executive governing committee.

7.1.5 The President shall ensure the smooth running of the Society for the duration of the academic year to the best of their ability.

7.1.6 The President shall act as Admin for MSU-Life by accepting membership requests and assigning privileges to the executive committee.

7.2 VP:

7.2.1 The function of the Vice-President is to assist the President in all their roles and to deputise for them in any unavoidable absence.

7.2.2 The Vice-President shall assist the Secretary when it is deemed necessary and/or when their assistance is requested.

7.3 Secretary:

7.3.1 The Secretary shall be in charge of all administration of the society. These responsibilities include; collection of post, booking of rooms, etc.

7.3.2 The Secretary will act as correspondent for the Society in regards to the email account of the Committee

7.3.3 The Secretary shall take on the responsibility of maintaining of an accurate list of members on MSU Life

7.3.4 The Secretary shall be in charge of the organising of meetings of the Committee

7.3.5 The Secretary will aid the President in the updating of the Constitution along with the Vice-President.

7.3.6 The Secretary Take minutes at any and all meetings that deem to be necessary.

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7.3.7 The Secretary shall communicate regularly and be open for members to contact them with any query.

7.3.8 The secretary shall keep equipment lists for the respected Society.

7.4 Treasurer:

7.4.1 Submits all income & expenditure & uploads Receipts & Lodgement slips on MSULIFE

7.4.2 Maintain accounts of all income and expenditure.

7.4.3 Collect **ALL** the money: membership fees, ticket income, event fees etc. and with the task of the lodgement into the account.

7.4.4 Understand the financial and funding policy

7.4.5 Liaise with SU Finance Office, for training, support and audits

7.5 Information Officer:

7.5.1 The Information Officer will act as the point of contact for any queries posed by the Society members.

7.5.2 The Information Officer shall be tasked with the aiding of other Committee members when necessary.

7.5.3 The Information Officer shall be consulted by the President and the rest of the Committee when needed and/or deemed necessary.

7.6 PRO Social Media:

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- 7.6.1 The PRO of Social Media is tasked with the Raise awareness of all events.
- 7.6.2 The PRO of Social Media is tasked with the updating of Events, News and Activities on MSU Life.
- 7.6.3 The PRO of Social Media is tasked with the submitting of any upcoming event details to SU Communications for promotion on Facebook and SU website.
- 7.6.4 The PRO of Social Media is tasked with set up and maintain websites and social media e.g. Twitter, Facebook, YouTube.
- 7.6.5 The PRO of Social Media is tasked to take photos and videos of events

7.7 PRO Design:

- 7.7.1 The PRO of Design shall be tasked with the creation of Posters required for Society Events and for any other needs deemed necessary by the Committee.
- 7.7.2 The PRO of Design shall be tasked with the Designing of any other projects (including, clothing) along with the Committee

7.8 Support and Integration Officer:

- 7.8.1 The Support and Integration Officer shall be tasked with the ensuring that all society members feel welcome and comfortable within the Society and at Society events.
- 7.8.2 The Support and Integration Officer shall be tasked with the Running of the Buddy System (The Buddy System requires the officer to be able to meet members of the society to come to events with them or find them a suitable person to go with them if they wish to not go alone).
- 7.8.3 The Support and Integration Officer shall liaise with President in regards to the Society members concerns when necessary.

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7.9 Campaign & Events Officer:

7.9.1 The Campaign & Events Officer shall be tasked with the booking of venues for events.

7.9.2 The Campaign & Events Officer shall aid the President and the rest of the committee in the ensuring of the smooth running of all the society events.

7.9.3 The Campaign & Events Officer shall liaise with the SU Events Manager on all events relating to events held in the SU, and with SU Campaign weeks

7.9.4 The Campaign & Events Officer shall work with the PRO of Social Media to help promote any and all events

7.10 Ally Representative:

7.10.1 The Ally Rep shall be tasked with the representing of the needs of all allies within the Society.

7.10.2 The Ally Rep shall be tasked with facilitating the inclusion of Allies in Society events.

7.10.3 The Ally Rep shall play a key role in the organisation and the facilitating of events during the Society's 'Ally Week'

7.11 Trans Officer:

7.11.1 The Trans Officer must assist with all Trans and Gender Identity events; Purple Training.

7.11.2 The Trans Officer must host safe spaces for all Trans and identity questioning members, as well as their immediate family members and significant others when necessary.

7.11.3 The Trans Officer must educate the society members regarding Trans issues.

7.11.4 The Trans Officer must promote Trans awareness around campus.

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- 7.11.5 The Trans Officer must campaign for suitable facilities for Trans people on campus.
- 7.11.6 The Trans Officer must be approachable and available if a society member wishes to discuss gender identity confusion and/or the possibility of them being Trans
- 7.11.7 The Trans Officer must provide information on the services and supports available to Trans people in Ireland.
- 7.11.8 The Trans Officer must organise a Trans Week to raise awareness for Trans people, during the week of November 20th (Trans Remembrance Day).
- 7.11.9 The Trans Officer must maintain links with other Trans Officers, ITSA (Irish Trans Student Alliance) and other.
- 7.11.10 The Trans Officer must keep a book of useful information for the Committee in the event that the Trans Officer is unavailable.
- 7.11.11 The Trans Officer must provide training to the incoming Trans Officer.

7.13 First Year Rep

Their job is to bring awareness about your Club or Society to first year classes and help involve more first years in your Club/Soc.

7.14 Post Grad Representative:

Their primary role to represent the needs of post-grad students in the committee and to help facilitate the inclusion of post-grad students in society events. They will also assist other members in the running of the society events.

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7.15 International Students Representative:

Their primary role to represent the needs of international students in the committee and to help facilitate the inclusion of international students in society events. They will also assist other members in the running of the society events.

7.16 Honorary President:

The Honorary President is a figure that is voted on by the Committee after the nomination made by the President or any other member of the Committee. The vote on the Honorary President shall be done by secret ballot, show of hands or online vote depending on the circumstances of the vote. The Honorary president may be Alumni of the Society and Alumni from the College. The Honorary President shall only be called into play when the President is seeking advice over an issue that they require guidance from outside the Committee.

Article VIII.

DISMISSAL AND RESIGNATION OF THE GOVERNING COMMITTEE INCLUDING THE PRESIDENT OF THE GOVERNING COMMITTEE

- 8.1 Henceforth the President shall be considered included in all matters referencing the Committee.
- 8.2 No member of the Committee shall be dismissed from office unless one/or more of the following situations arise:
 - 8.2.1 Written notice of a resolution to seek such a dismissal, signed by 10% of the members of the Society is received 4 working days prior to a general meeting at which such a resolution shall be debated.
 - 8.2.2 The committee member has missed two consecutive meetings of the Committee without having sent their apologies for missing the meeting to the Secretary at least one hour in advance of the meeting.
 - 8.2.3 2/3s of the Committee may also call a Committee meeting to debate the dismissal of another committee member. This is referred to as a vote of 'No Confidence'.

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- 8.3 In the case of a resolution to dismiss a Committee member, voting shall be held by secret ballot, with each member having a single non-transferable vote and shall be passed by a simple majority. The carrying out of the vote must be applied in a manner that is deemed appropriate by the members of the Committee, by majority vote.
- 8.4 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 person shall be delegated to other Committee member(s) until an EGM can be held to elect a new person to that position.
- 8.5 The President of the Society reserves the power to ‘suspend’ a member of the Governing Committee if that person is found to be in violation of any rules and regulations set by the College and/or found to be not fulfilling their agreed responsibilities, the suspension will be discussed by the Executive Governing Committee at the earliest possible meeting to address the matter of removing the suspension or the potential dismissal of that committee member.

Article IX. MEETINGS

9.1 Annual General Meeting (AGM)

9.1.1 There shall be an Annual General Meeting (AGM) held every year.

9.1.2 The AGM shall be held no later than in the final month of the academic year where the main Governing Committee members will be elected (where possible).

9.1.3 Election for the offices of the Governing Executive Committee shall take place at this meeting.

9.1.4 A quorum of the meeting shall be 3 Governing Executive Committee members and 10% of the Roll of Members.

9.1.5 The business of the AGM shall include elections for the relevant offices of the Governing Executive Committee as well as annual reports from the outgoing Governing Committee members.

9.2 Extra-ordinary General Meeting (EGM)

9.2.1 An Extra-Ordinary General Meeting (EGM) shall be convened if:

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- 9.2.1.1 10% of the Roll of Members of the Society requests such a meeting in writing.
 - 9.2.1.2 A quorum of the Governing Executive Committee requests such a meeting in writing.
 - 9.2.1.3 A vacancy on the current Governing Executive Committee occurs and there is a need to elect a replacement.
- 9.3 Elections for the offices of the Governing Committee shall take place at the AGM or EGM.
- 9.4 Notice of all meetings shall be given to the members at least 3 days prior to the date of the meeting.
- 9.5 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 5 members) shall be conclusive evidence that the resolution passed or failed.
- 9.6 In the event that the President's resolution (9.9) is challenged, a recount of the votes will be administered in which a number of appropriate people will be appointed by the committee as "tellers" to count the votes. The result will be announced by the President or the Secretary (where requested by the general meeting).
- 9.7 Meetings of the Governing Committee
- 9.7.1 For meetings of the Governing Committee the quorum shall be 2/3s of the Committee members. The President shall not, however, declare the meeting void, unless a member draws their attention to the fact that no quorum is present.
 - 9.7.2 Governing Committee meetings shall take place weekly over the academic year, the only exception is in the lead up to study breaks and exam periods.
 - 9.7.3 All Meetings shall be convened by the President. However, any member of the Governing Executive Committee may convene a meeting through the President.
 - 9.7.4 Each officer on the Governing Executive Committee has the right to vote concerning any business of the Society.

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- 9.7.5 The President of the Society or the Vice-President (in the absence of the President) shall have the power of veto.
- 9.7.6 In the absence of the President from meetings of the Governing Committee, the Vice-President of the Society shall assume the duties of the President unless the President in writing or in the format of an online message using a private page (for example a Committee only Facebook group) appoints a Deputy.
- 9.7.7 A ruling of the President shall be a binding precedent in all subsequent Governing Committee.
- 9.7.8 The rulings of external Presidents shall have no force of precedence in the Society.
- 9.7.9 The decision of the President shall be final on all questions of order raised at the meeting; but a member shall be entitled to have registered upon the minutes of the society an objection to such decision, provided they states the grounds of their objection, and refers to the passage in the Constitution or to precedents in the records of the Society which they regard's as inconsistent with such decision. Decisions so objected to shall not be regarded as precedents.
- 9.7.10 The Vice-President and/or the Secretary shall keep a record of all such rulings made during the session when they hold office.

Article X. GENERAL

- 10.1 Any committee member who is absent from more than two consecutive committee meetings without apologies shall be deemed to have resigned and the decision of dismissal shall rest with the President.
- 10.2 Any committee member who is absent from any four meetings per semester (with or without apologies) must meet with the Committee to discuss their continued position or shall be deemed to have resigned.
- 10.3 If the Committee feel that a committee member is unable or unwilling to contribute fairly to the running of society events (e.g. petition signings, bake sales) or fulfilling their specific responsibilities a meeting will be organised with the committee member to discuss their future in their role.

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Article XI. AMENDMENTS TO THIS CONSTITUTION

- 11.1 The Constitution shall be brought to the attention of the society members at BOTH AGM's during the academic year.
- 11.2 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.