

# MSU SOCIETY'S MODEL CONSTITUTION

## **Name of Society:**

## **Aims & Objectives of the society:**

## **Membership:**

- Membership of the society shall be open to all members of the Students' Union.
- Non-members of the Students' Union shall be restricted to 1/3<sup>rd</sup> of the total membership of the society.
- There shall be a membership subscription of £..... per year/membership shall be free (delete as applicable: if there is a membership subscription this must be registered with the Union).

## **Society Officers:**

- Administration of the Society shall be invested in ... Officers: a President, a Treasurer and a Secretary as well as in...
- Before the end of the spring term, contact details for one officer, preferably the President, shall be reported to the Union as the main contact for the summer and next year.
- No member can hold more than one post at a time.
- **A General Meeting may, by two thirds majority, pass a motion of no confidence in any Officer of the Society**, in which case the position shall be deemed vacant.
- In the event of a post being vacant, an election to fill it shall be held in one month.

## **General Meeting:**

- There must be an Annual General Meeting of the society every year to discuss the society's activities, present the finances and to elect officers.
- Any decision by the Society's Officers may be altered by a vote in a General meeting. A General Meeting may be called by the officers or a request in writing from ...15 % of.. members of the society.
- A General Meeting must be advertised to all members of the society with three days notice.

**Finance:**

- If the society raises any money or holds a bank account this should be deposited with the Union.
- All debts incurred shall be the sole responsibility of the Officers of the society.
- The Treasurer shall keep accounts of all financial transactions which will be available to members and inspection by the Union.
- The Treasurer shall present year end accounts to the Union by the end of the third term.

**Affiliations:**

- Affiliations shall not be made to any body not connected with MSU without the permission of MSU President any appeal can be taken to the Exec..

**Amendments:**

- This constitution may be added to, amended or rescinded by a two thirds majority vote of at least ...% of the members. No change shall come into effect until reported to and approved by the President.

**Interpretation:**

- This constitution is written under the Society Guidelines and MSU Union Constitution and Schedules and Union Policy. Officers are expected to be aware of and abide by these documents. If any conflict arises, the MSU Constitution takes precedence.
- Any questions of interpretation of this constitution shall be referred to the SU.

Signed by the President:

Date: