

#### Interpretation of drawn up rules

1. If a motion proposed at a DCSA General Meeting or Executive Committee Regular Meeting is in conflict with a drawn up rule, the drawn up rule prohibits the consideration of the motion, unless rule 2 applies.
2. Drawn up rules can be overruled by a motion brought to the DCSA General Meeting, where it needs to be explicitly stated that the motion asks for a drawn up rule to be altered or removed.

#### Financial rules

3. Societies cannot ask for more than £100 for social events (events that are outside of the main remit of the society), and similarly not for more than £100 for a 'misc' budget line. Additionally, the maximum amount that can be allocated for refreshments is £200. Refreshments should be in keeping with the ethos and intentions of the society in question.
4. No travel expenses for students are paid for by the DCSA, and those for guests/speakers/etc. can only be subsidised.
5. Societies can only spend money they have in their budget, and the money is to be taken out of the appropriate budget line. If a society wishes to reallocate money from one budget line to another, they need to ask for the reallocation prior to spending the money.
6. The DCSA does not pay for any personal items, such as, but not limited to, the framing of pictures for societies and clubs, and personalised, branded clothing.
7. All societies have to hand in their remaining claims by a date to be decided upon by the treasurer, with at least two weeks notice given to all societies.
8. The budget is drafted by the Treasurer, the President, and the Secretary, and is reported to the Executive Committee and to the Michaelmas GM for their approval.

#### Election/referenda rules

9. The DCSA President, together with the DCSA Executive Committee, is to ensure fair elections and referenda.
10. For both elections and referenda, the following are prohibited: The use of pre-existing mailing list, facebook pages, groups etc.; printing of flyers, posters, and any other items.
11. If any party is unsure about whether or whether not certain actions result in an unfair election or referendum, they are to consult the DCSA President prior to taking these actions.
12. Any party that feels treated unfairly has the right to ask the DCSA President and the Executive Committee for an investigation of the election/referendum process.

#### Societies and affiliations

13. In order to become an affiliated society, the aspiring society needs to name a president, a treasurer, and needs fifteen signatures from primary members of the DCSA who are supporting the affiliation. The president and treasurer are then invited to a DCSA Executive Committee Regular Meeting where they are asked to explain the reason for forming their society. The Society will then, if a simple majority of the DCSA Executive Committee supports the cause, be recommended to College Council for affiliation.
14. Rules 11.4 a and 11.4 b of the Constitution also apply to events run by societies.

#### Other rules

15. All DCSA Executive Committee members have access to the DCSA office, as well as all Mayball Committee members, and any student found suitable by the DCSA Executive Committee with a simple majority.

# Rules for General Meeting Attendees

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## General Rules

- 1) No member may be called to speak more than five times per motion, not including any rights of replies or address the member may make.
- 2) No member making a contribution to the discussion may speak for longer than two minutes, unless the Chair makes a discretionary allowance for reasons of accessibility.
- 3) The Chair may remove any member they consider to be disrupting the effective progress of the General Meeting by virtue of their behaviour.
- 4) Members may not attend the General Meeting if they are intoxicated.
- 5) Members have a right of reply to any substantive points made against them by another member. The time for this will be at the discretion of the Chair, but time must be made.

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## Points of Order

- 1) Any member may raise a point of order for the attention of the Chair. To do this they must raise their hand and shout “point of order”. The Chair must listen to points of order before continuing any discussion. The Chair can refuse to listen to a point of order if they reasonably believe that the member is not in fact raising a point of order.
- 2) Points of order can only be questions to the Chair regarding procedure or the conduct of the General Meeting. They may not be used to make additional substantive points about a motion being discussed.
- 3) For example, a point of order may be raised to clarify if a particular part of the above procedure might apply during a discussion about motions.

- 4) Points of order may also be raised to draw the conduct of members to the attention of the Chair, asking for the Chair's formal intervention.
- 5) The Chair has the final ruling on any points of order, bar two exceptions:
  - i. If ten or more members believe a chair's ruling on a point of order breaks the DCSA Constitution; or
  - ii. If ten or more members believe the Chair's ruling to expel a member from the remainder of the General Meeting is unfair.
- b. In either of these cases, a vote will be cast with a motion reading "We do not have confidence in the ruling of the Chair".
- c. If this motion is passed with a simple majority, with the Chair holding the casting vote, then the Chair's ruling is reversed.
- d. If this motion falls with a simple majority, with the Chair holding the casting vote, then the Chair's ruling is sustained and cannot be further challenged.
- 6) A point of order can also be raised to remove the Chair. This requires the support of two members to be put to a vote.
  - a. If the vote passes with a simple majority, then the Chair will be replaced by another officer of the DCSA Executive Committee.
  - b. If the replacement is subsequently removed using the same procedure, then the General Meeting will be suspended.

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