

# CONSTITUTION OF THE CLARE HALL MATHEMATICAL ASSOCIATION

**Note:** Throughout this Constitution the meanings of the words *Association*, *Member* and *Membership* will be assumed to be understood in the context of the Clare Hall Mathematical Association, and shall refer to this Association unless otherwise stated.

## I Name and Object

1. The Association shall be called the Clare Hall Mathematical Association.
2. The object of the Association shall be the promotion of activities pertaining to the mathematical sciences, and the furtherance of social intercourse among its Members.

## II Membership

1. The Association shall consist of Ordinary Members, Associate Members and Honorary Members.
2. All members of Clare Hall, and no others, may apply for Ordinary Membership, subject to any conditions specified in the Standing Orders. Members of other Cambridge University Colleges, and no others, may apply for Associate Membership. Senior members of the University and (in special cases) others may be invited to Honorary Membership.
3. The Members of the Association and their status (Ordinary, Associate or Honorary) shall be as described in a designated Membership Book, kept by the Association.
4. Ordinary, Associate or Honorary Membership commences when the name of the Member is inscribed in the Membership Book by the Secretary.
5. Ordinary or Associate Membership is instigated at the request of the applicant, accompanied by the appropriate subscription, or in special cases may be automatically instigated by the Committee.
6. Honorary Membership is instigated upon the acceptance of an invitation issued by the Committee, as a consequence of a majority vote at a Committee Meeting.
7. An Honorary Member may maintain an Ordinary Membership.
8. Ordinary and Associate Membership are to be renewed on an annual basis, while Honorary Membership shall not expire. Membership may be annulled if a Member causes the Secretary (or, in the case of the Secretary, the President) to be notified of their desire to resign, or they fail to pay a subscription, or as provided in the following rule.
9. The Committee, acting unanimously, may revoke the Membership of any Member whose actions are likely to bring the Association into disrepute. Anybody whose Membership is so revoked may require the Committee to call a meeting of the Association within fourteen days of Full Term to consider reinstatement. Nobody whose Membership has been revoked shall regain Membership save by reinstatement.
10. If a Membership ceases, the Secretary shall strike the corresponding name from the Membership Book.
11. The Committee, acting on behalf of the Association, may enter into reciprocal arrangements with other College Societies. These shall be detailed in the Standing Orders.

## III Subscriptions

1. The subscription for Ordinary or Associate Membership shall be specified in the Standing Orders.
2. There shall be no subscription for Honorary Membership.

## IV Committee and Senior Treasurer

1. The affairs of the Association shall be managed by a Committee consisting of at least three Officers, who shall be Ordinary Members of the Association: a President, a Treasurer, a Secretary, and optionally others. The roles of the Committee shall be detailed in the Standing Orders.
2. An election of Officers shall take place, at the latest, at the last meeting of the Association in each Lent Term, or as soon thereafter as possible, and the Officers elected shall assume office by the last meeting of the academic year. Any Officer may be re-elected.
3. The Committee may invite any Ordinary Member to occupy a vacant Committee position between elections of Officers.
4. The Committee shall be responsible for the arrangement of proceedings at meetings, and for the provision of meeting-places.
5. There shall be a Senior Treasurer, who shall be a senior member of the University. The Senior Treasurer shall be ex officio an Honorary Member of the Association. They shall audit the accounts of the Association annually, and shall see to the continued beneficial functioning of the Association. Should the post fall vacant, the Committee shall invite within fourteen days of Full Term a willing senior member of the University to occupy the post.
6. Optionally, there may also be a Senior President, who shall be a senior member of the University. The Senior President shall be ex officio an Honorary Member of the Association. Should the post fall vacant, the Committee may invite within fourteen days of Full Term a willing senior member of the University to occupy the post.

## V Meetings

1. The Association shall hold at least one meeting each Academic Year, preferably not in Easter Term. Business involving the election of Officers or the alteration of this Constitution must be transacted at a meeting, and may not be transacted outside of Full Term.
2. The right to transact business shall be restricted to Ordinary Members; voting on such business shall require a simple majority of those present and voting. The President of the Association shall not vote, except to break a tied vote. No person may vote at the meeting at which they became an Ordinary Member.
3. The quorum required to transact business shall be the smallest perfect number (six) of Ordinary Members, as determined from the Membership Book.
4. The items of business that may be transacted are:
  - (a) Election of Officers;
  - (b) Dismissal from Office of Officers;
  - (c) Reinstatement of Membership to a person whose Membership has been revoked;
  - (d) Approval of accounts;
  - (e) Amendment of this Constitution.
5. The Secretary shall keep a list of Standing Orders, which shall be determined by the Committee in a (minuted) meeting.
6. No person may be nominated to any position against their will. Reopen Nominations (RON) is always nominated for election.
7. If Officers are to be elected, the President shall ensure that nominations for election are open for at least 1 week. The President shall give the Association at least 1 weeks notice of:
  - (a) The place and time of the meeting;
  - (b) The complete list of nominees for election;
  - (c) An ordinary member who is not a nominee to act as returning officer.
8. The election of officers shall be by secret ballot, with votes counted by the returning officer. If RON is elected, the committee shall appoint an Ordinary Member to fulfil the duties of the Officer until a new Officer is elected. In this event, rule IV.2 continues to apply. The election shall be minuted, and the results of each vote shall be disseminated to the Association.
9. The Senior Treasurer shall interpret the constitution in the event of disputes, and arbitrate any other disputes lying outside of the competence of the officers.

## **VI Attendance at Meetings and Guests**

1. The following and only the following may attend any meetings:
  - (a) Members of the Association;
  - (b) Members of other College Societies as detailed in the Standing Orders;
  - (c) Those not falling into any of the above categories, at the discretion of the Committee, on payment of a sum to be decided by the Committee before each meeting.
2. Notwithstanding the above, no person who has had their Membership revoked and not reinstated shall be permitted to attend a meeting other than one at which the Association is considering their reinstatement.

## **VII Liability**

1. Nobody associated with the Association (Member, Officer or Senior Officer) shall be held liable for any undertaking (financial or otherwise) by or on behalf of the Association that the person has not specifically authorised.