

History of Standing Order Amendments

Amendment 1- at the Ordinary Meeting of Open Council in Week 4 Trinity Term 2024

15th May 2024 - The Shortening of By Election Timelines.

I, Zaghham Farhan (University College), *the President* move the following amendment in my name:
{Seconded by Heather Judge (the Queen's College), *the Vice President*}

To change Standing Order 5C from its current form:

C. Resignations and By-Elections

- I. In the event of a resignation or removal from office of an elected position, a by-election should be held in the next meeting of the Open Council.
- II. Their duties shall be fulfilled by the President in the interim.
- III. If this applies to any member of the Executive, a by-election should be held via an Emergency General Meeting to be called by the Returning Officer within two weeks of the Executive Officer vacating their position.
- IV. Nominations should open one week before the date of the General Meeting, and should close 48 hours prior to the meeting.
- V. Members elected via by- election shall hold office until such time that the original one year term of office comes to an end, or they resign or are removed.
- VI. Committee members may announce the date of their resignation in advance, so as to allow time for an election to take place before they withdraw from office.
- VII. The winner of any by-election should take office immediately after the count, unless an agreement is reached with the outgoing Committee member to have a set handover period (both parties must be in full agreement). In such a case, the date of power transfer must be submitted to the Returning Officer within one hour of the results announcement.

To read instead as:

C. Resignations and By-Elections

- I. In the event of a resignation or removal from office of an elected position, a by-election should be held in the next meeting of the Open Council.
- II. Their duties shall be fulfilled by the President in the interim.
- III. Nominations should be open for at least 48 hours, and should close within 24 hours of the election.

- IV. If this means the election cannot take place at the next meeting of Open Council, an Extraordinary Meeting shall be called instead, or the Returning Officer may choose to have the election at the next Ordinary meeting.
- V. Members elected via by- election shall hold office until such time that the original one year term of office comes to an end, or they resign or are removed.
- VI. Committee members may announce the date of their resignation in advance, so as to allow time for an election to take place before they withdraw from office.
- VII. The winner of any by-election should take office immediately after the count, unless an agreement is reached with the outgoing Committee member to have a set handover period (both parties must be in full agreement). In such a case, the date of power transfer must be submitted to the Returning Officer within one hour of the results announcement.

This amendment allows for by-elections to happen at a faster pace, thus recognising the necessity of having officers in place. It allows the Returning Officer more discretion to decide on timelines.



The President, University College.

Amendment 2- at the Ordinary Meeting of Open Council in Week 4 Trinity Term 2024

15th May 2024 - The Addition of 'None of the Above' to Ballots.

I, Zagham Farhan (University College), *the President*, move the following amendment in my name:

{Seconded by Heather Judge (the Queen's College), *the Vice President*}

To amend Standing Order 5E from its current form:

E. Running of Elections

- I. Elections are to be conducted via paper ballot Single Transferable Vote of all members present at the meeting.
- II. Each ballot paper shall have each position listed with candidates in alphabetical order by surname.
- III. Voters shall rank each candidate they wish to express a preference for with numbers only.
- IV. Upon the completion of the voting period, those involved in the count should retire to a separate room to conduct the count.
- V. If any candidate meets the quota of 50% of valid votes cast + 1 on first preferences alone, they shall automatically be elected.
- VI. If nobody meets the quota on first preferences, the candidate with the least amount of first preferences shall be eliminated, and their preferences redistributed (with the quota changing each time to acknowledge any changes in the total number of votes cast due to a lack of further preferences). This process shall continue until a candidate has met the required quota, and they shall be declared duly elected.

To read as follows instead:

E. Running of Elections

- I. Elections are to be conducted via paper ballot Single Transferable Vote of all members present at the meeting.
- II. Each ballot paper shall have each position listed with candidates in alphabetical order by surname.
- III. 'None of the Above' shall appear as the last candidate on each ballot, and shall be treated as if they are any other candidate for the purposes of the count and election. If 'None of the Above' wins the election, it shall be re-run following by-election procedure as outlined in *Standing Order 5C*.
- III. Voters shall rank each candidate they wish to express a preference for with numbers only.
- IV. Upon the completion of the voting period, those involved in the count should retire to a separate room to conduct the count.
- V. If any candidate meets the quota of 50% of valid votes cast + 1 on first preferences alone, they shall automatically be elected.
- VI. If nobody meets the quota on first preferences, the candidate with the least amount of first preferences shall be eliminated, and their preferences redistributed (with the quota changing each time to acknowledge any

changes in the total number of votes cast due to a lack of further preferences). This process shall continue until a candidate has met the required quota, and they shall be declared duly elected.

This amendment to Clause III gives members an option to express dissent at the candidates presented to them, and means no one will ever run truly unopposed.

A handwritten signature in black ink, appearing to read 'Zafar', with a stylized flourish at the end.

The President, University College.

Amendment 3- at the Ordinary Meeting of Open Council in Week 4 Trinity Term 2024

15th May 2024 - The Ability to Join Meetings Online.

I, Zagham Farhan (University College), *the President*, move the following amendment in my name:

{Seconded by Heather Judge (the Queen's College), *the Vice President*}

To amend Standing Order 9 from its current form:

9. Definitions/Interpretation

- I. The Returning Officer is responsible for interpreting the Constitution, though they can be overruled in exceptional circumstances by a simple majority vote of the Emeritus Conclave.
- II. A simple majority vote, as referenced in these Standing Orders, is defined as more people voting for than against, or vice-versa of those who are present and eligible to vote, who choose to vote. Abstentions and spoilt ballots should be counted separately, and don't count as votes for or against. Ties may be split by the highest present person as according to the Table of Seniority, unless specified differently elsewhere in these Standing Orders.
- III. A two- thirds vote, as referenced in these Standing Orders, is defined as 66.67% of those who are present and eligible to vote, who choose to vote. Abstentions and spoilt ballots should be counted separately, and don't count as votes for or against.
- IV. Where the words 'in writing' or similar are used in these Standing Orders, this is taken to mean via letter or email unless explicitly stated otherwise.

To read instead as:

9. Definitions/Interpretation

- I. The Returning Officer is responsible for interpreting the Constitution, though they can be overruled in exceptional circumstances by a simple majority vote of the Emeritus Conclave.
- II. A simple majority vote, as referenced in these Standing Orders, is defined as more people voting for than against, or vice-versa of those who are present and eligible to vote, who choose to vote. Abstentions and spoilt ballots should be counted separately, and don't count as votes for or against. Ties may be split by the highest present person as according to the Table of Seniority, unless specified differently elsewhere in these Standing Orders.
- III. A two- thirds vote, as referenced in these Standing Orders, is defined as 66.67% of those who are present and eligible to vote, who choose to vote. Abstentions and spoilt ballots should be counted separately, and don't count as votes for or against.
- IV. Where the words 'in writing' or similar are used in these Standing Orders, this is taken to mean via letter or email unless explicitly stated otherwise.
- V. Whenever a member requests, they shall be able to join a meeting via an online method (in so far as is technologically possible). They shall be considered as if they are fully present at the meeting, and afforded all the relevant rights as such. No member shall be punished or denied right in the event of the failure of technology to allow them to join a meeting. This clause does not apply to voting in elections.

VI. Meetings may also be fully online where necessary, for example over the vacation.

The addition of Clause V allows members greater flexibility to join meetings - which are essential to the running of the Society.

A handwritten signature in black ink, appearing to read 'Zafar', with a stylized, cursive script.

The President, University College.

Amendment 4- at the Ordinary Meeting of Open Council in Week 4 Trinity Term 2024

15th May 2024 - The Introduction of Proxy Voting.

I, Zagham Farhan (University College), *the President*, move the following amendment in my name:

{Seconded by Heather Judge (the Queen's College), *the Vice President*}

To amend Standing Order 5E from its current form:

The Running of Elections

- I. Elections are to be conducted via paper ballot Single Transferable Vote of all members present at the meeting.
- II. Each ballot paper shall have each position listed with candidates in alphabetical order by surname.
- III. Voters shall rank each candidate they wish to express a preference for with numbers only.
- IV. Upon the completion of the voting period, those involved in the count should retire to a separate room to conduct the count.
- V. If any candidate meets the quota of 50% of valid votes cast + 1 on first preferences alone, they shall automatically be elected.
- VI. If nobody meets the quota on first preferences, the candidate with the least amount of first preferences shall be eliminated, and their preferences redistributed (with the quota changing each time to acknowledge any changes in the total number of votes cast due to a lack of further preferences). This process shall continue until a candidate has met the required quota, and they shall be declared duly elected.

To read instead as follows:

The Running of Elections

- I. Elections are to be conducted via paper ballot Single Transferable Vote of all members present at the meeting.
- II. Each ballot paper shall have each position listed with candidates in alphabetical order by surname.
- III. Voters shall rank each candidate they wish to express a preference for with numbers only.
- IV. Upon the completion of the voting period, those involved in the count should retire to a separate room to conduct the count.
- V. If any candidate meets the quota of 50% of valid votes cast + 1 on first preferences alone, they shall automatically be elected.
- VI. If nobody meets the quota on first preferences, the candidate with the least amount of first preferences shall be eliminated, and their preferences redistributed (with the quota changing each time to acknowledge any changes in the total number of votes cast due to a lack of further preferences). This process shall continue until a candidate has met the required quota, and they shall be declared duly elected.

- VII. Members may nominate another person to vote on their behalf in elections on the basis of accessibility, with the permission of the Returning Officer gained in advance of the election. The member must get in contact with the Returning Officer themselves, and name their proxy.

This amendment will improve the accessibility of our elections, and recognise the hardship that in person voting may bring.

A handwritten signature in black ink, appearing to read 'Zachary', with a stylized flourish at the end.

The President, University College.

Amendment 5 – at the Ordinary Meeting of Open Council in Week 6 Trinity Term 2024

29th May 2024- The Renaming of the Society

I, Zaghham Farhan (*The President, University College*) move the following amendment in my name:
{Seconded by Sebastian Evans (*The Vice President, the Queen's College*)}

This amendment will come into force from Monday of 7th Week, 3rd June 2024.

To replace every instance of the word Society with the word Association, with the exception of Standing Order 1. Therefore, there are 29 replacements.

To change the name of the Association to the **Oxford University Liberal Association** from the Oxford University Liberal Democrats. This will only replace the name on the Front Cover, leaving Standing Order 1 and Standing Order 7 alone in this regard. For all purposes going forward, the Association will be known as the Oxford University Liberal Association or OULA.

To amend Standing Order 7A Clause II from its current form:

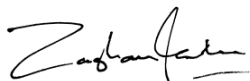
- II. It shall encompass anyone who has served as President of the Oxford University Liberal Democrats since its inception in that name in 1990, who wishes to serve. Exceptions may be made for Presidents of other fairly constituted organisations that can be considered predecessors of the Society- at the discretion of a simple majority vote of Closed Council.

To read instead as:

- II. It shall encompass anyone who has served as President of the Oxford University Liberal Democrats since its inception in that name in 1990, who wishes to serve, as well as anyone who has served as President of the Oxford University Liberal Association. Exceptions may be made for Presidents of other fairly constituted organisations that can be considered predecessors of the Society- at the discretion of a simple majority vote of Closed Council.

This amendment will allow us to appeal to a wider range of potential members, as well as bringing us in line with our Cambridge equivalents. It is essential however that we continue to be sure that we maintain our presence as the Student Representatives of the Liberal Democrats at Oxford.

Yours,



The President, University College.

Amendment 6 – at the Ordinary Meeting of Open Council in Week 6 Trinity Term 2024

29th May 2024 – Amendment to the period of campaigning required for Executive Positions

I, Zaghham Farhan (*The President*, University College) move the following amendment in my name:
{Seconded by Julian Wang (*The Returning Officer*, University College)}

To amend Standing Order 4D from its current form:

VII. The Returning Officer shall have the following responsibilities:

- A. Ensure that candidates correctly nominate for election.
- B. Maintain the Standing Orders and provide impartial advice to members on its contents.
- C. Run any elections that take place, and take overall responsibility for their smooth process and the results.
- D. Remain generally independent on any Standing Order matters, and not seek to advantage any individual member.
- E. To ensure that candidates for The Executive have completed at least 1 canvassing session in an academic year before being allowed to stand, or 2 if it is an election year. The Returning Officer may choose to waive this requirement for all candidates or none - but cannot do so only for specific candidates.

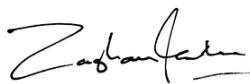
To read instead as:

VII. The Returning Officer shall have the following responsibilities:

- a. Ensure that candidates correctly nominate for election.
- b. Maintain the Standing Orders and provide impartial advice to members on its contents.
- c. Run any elections that take place, and take overall responsibility for their smooth process and the results.
- d. Remain generally independent on any Standing Order matters, and not seek to advantage any individual member.
- e. To ensure that candidates for The Executive have completed at least 1 canvassing session in the 12 months preceding the Close of Nominations, before being allowed to stand, or 2 if it is an election year. They should do this by receiving evidence of campaigning. The Returning Officer may choose to waive this requirement for all candidates or none - but cannot do so only for specific candidates.

This amendment makes it clearer the time period in which campaigning is valid for each election, as well specifying that evidence must be provided.

Yours,



The President, University College.

Amendment 7 - at the Ordinary Meeting of the Open Council in Week 6 Trinity Term 2024

29th May 2024 - Amendment to the Composition of the Emeritus Conclave

I, Zagham Farhan (*The President*, University College) move the following amendment in my name:

{Seconded by Julian Wang (*The Returning Officer*, University College)} #

Amend Standing Order 7C from its current form:

C. The Formation

I. The Emeritus Conclave shall be the body comprised of all ex-Presidents (as well as the current President and Senior Member) willing and able to continually participate in the business of the Association.

II. It shall encompass anyone who has served as President of the Oxford University Liberal Democrats since its inception in that name in 1990, who wishes to serve, as well as anyone who has served as President of the Oxford University Liberal Association. Exceptions may be made for Presidents of other fairly constituted organisations that can be considered predecessors of the Association- at the discretion of a simple majority vote of Closed Council.

III. Ex-Presidents shall be denoted by their term/year of taking office. So a President who served in Michaelmas of 2010 shall be 'The ex-President MT *MMX*'. A President who has served across more than one calendar year (e.g. Michaelmas 2021 and Hilary 2022) shall be known by the term and year in which they took office.

IV. The Chair of the Conclave shall be the President who has most recently completed their term- known as the *Senior ex-President*. Outgoing Presidents should be offered this role. They shall serve until the next Annual General Meeting. If they are unwilling, unable or unavailable to serve, then the role of Chair shall fall to the second most recent President to have left office, who is willing to serve. If they are unwilling, unable or unavailable, then it shall continue to be offered to ex-Presidents in order of recency of completion of term office.

V. In the absence of an ex-President willing to serve, it shall fall to the current President.

VI. If the role of Chair is filled, but the Chair is unable to make a certain meeting, the role of Acting Chair shall be offered, *following the succession procedure outlined in Clause IV*.

VII. Quorum for the Conclave shall be two full members, ideally three. If a third member is unavailable, then the third seat may be filled by Ex Returning Officers who are still students (with the most recently elected the most preferred and so on), ex Vice Presidents who are still students (with the most recently elected the most preferred and so on), the current Returning Officer and the current Vice President - in that order.

VIII. If failing that there are only two available members, the person highest in the *Table of Seniority* shall have final say- however, the Senior Ex-President shall be considered highest on the table for this purpose alone.

IX. In the event of a tied vote, the Chair shall have a second, deciding vote.

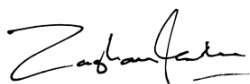
X. Meetings may be called by any member of the Conclave with 72 hours notice, and the time and date of the meeting must be made available to as many members of the Conclave as can be reasonably expected.

To read instead as:

- I. The Emeritus Conclave shall be the body comprised of all ex-Presidents, Vice-Presidents, Treasurers and Returning Officers (as well as the current President and Senior Member) willing and able to continually participate in the business of the Association.
- II. It shall encompass anyone who has served as President, Vice-President, Treasurer or Returning Officer (known as *Senior Officers*) of the Oxford University Liberal Democrats since its inception in that name in 1990, who wishes to serve, as well as anyone who has served as President, Vice-President, Treasurer or Returning Officer of the Oxford University Liberal Association. Exceptions may be made for Senior Officers of other fairly constituted organisations that can be considered predecessors of the Association- at the discretion of a simple majority vote of Closed Council.
- III. Ex-Senior Officers shall be denoted by their term/year of taking office. So a President who served in Michaelmas of 2010 shall be 'The ex-President MT *MMX*'. An Officer who has served across more than one calendar year (e.g. Michaelmas 2021 and Hilary 2022) shall be known by the term and year in which they took office.
- IV. The Chair of the Conclave shall be the President who has most recently completed their term- known as the *Senior ex-President*. Outgoing Presidents should be offered this role. They shall serve until the next Annual General Meeting. If they are unwilling, unable or unavailable to serve, then the role of Chair shall fall to the second most recent President to have left office, who is willing to serve. If they are unwilling, unable or unavailable, then it shall continue to be offered to ex-Presidents in order of recency of completion of term office. It should then be offered to ex Vice-Presidents in order of recency of completion of term office, Ex Returning Officers in order of recency of completion of term office and Ex Treasurers in order of recency of completion of term office.
- V. In the absence of an ex-Senior Officer willing to serve, it shall fall to the current President.
- VI. If the role of Chair is filled, but the Chair is unable to make a certain meeting, the role of Acting Chair shall be offered, *following the succession procedure outlined in Clause IV*.
- VII. Quorum for the Conclave shall be two full members, ideally three. If a third member is unavailable, then the third seat may be filled by the current Returning Officer or the current Vice President - in that order.
- VIII. If failing that there are only two available members, the person highest in the *Table of Seniority* shall have final say- however, the Senior Ex-President shall be considered highest on the table for this purpose alone.
- IX. In the event of a tied vote, the Chair shall have a second, deciding vote.
- X. Meetings may be called by any member of the Conclave with 72 hours notice, and the time and date of the meeting must be made available to as many members of the Conclave as can be reasonably expected.

This amendment allows for Conclave to be larger, to more easily facilitate its function.

Yours,



The President, University College.

Amendment 8 - at the Extraordinary Meeting of Open Council 9th September 2024

I, Zaghham Farhan (The President, *University College*) move the following amendment in my name:
Seconded by Sebastian Evans (The Vice President (Secretary), *The Queen's College*).

Part 1

To remove Standing Order 4(C) and amend the rest of the Standing Order from its current form:

4. Members of the Executive and Committee

A. The Committee Positions are as follows:

The President
The Vice President (Secretary)
The Treasurer
The Social Secretary
The Director of Communications
The Senior Member
The Welfare and Access Officer
The Returning Officer

B. The Executive

- I. The President, Vice President and the Treasurer shall constitute the Executive of the Association.
Members may hold more than one non-Executive role simultaneously. Members of the Executive may not hold any other role.
- II. Each member of the Executive must meet the following requirements:
 - A member of the Executive must be a member of the Liberal Democrats;
 - A member of the Executive must have canvassed in accordance with *Standing Order 4D, VII (e)*.

C. Vacant Roles

If any role is vacant, until it can be filled, the responsibilities shall fall to the President who shall serve as the *Acting Vacant Position* (e.g. *The Acting Social Secretary*). They may delegate this role to another committee member if they so wish.

D. Responsibilities of Committee Members

- I. The President shall have the following responsibilities:
 - a) Overall management of the Association and the coordination of the Committee and Executive.
 - b) The production of the termcard.
 - c) Attend Executive meetings.
- II. The Vice President (Secretary) shall have the following responsibilities:
 - a) Be responsible for the administration of the Association, including the distribution of meetings, copies of the constitution etc.
 - b) Communicate with organisations such as the SU and the University when necessary.
 - c) Deputise for the President when requested, and assist the President in the preparation of the term card.
 - d) Attend Executive meetings.
- III. The Treasurer shall have the following responsibilities:
 - a) Manage the budget, and advise other committee members on what money is available.
 - b) Help maintain the membership lists and drive memberships.
 - c) Take payment on the door at events when required.
 - d) Attend Executive meetings.
- IV. The Director of Communications shall have the following responsibilities:
 - a) Running Social Media: advertising events and raising awareness about the Association.
 - b) Occasionally sending emails (this will mostly remain with the VP).
 - c) Assisting with the creation and distribution of any Association paper material we produce.
- V. The Social Secretary shall have the following responsibilities:
 - a) Helping the Executive organise socials, in particular Liquor and Liberalism.
 - b) Collaborating with the Executive to ensure we have a space to host events.
 - c) To help publicise events.
- VI. The Access and Welfare Officer shall have the following responsibilities:
 - a) Advocate for underrepresented groups in the Association.
 - b) Help to make events as accessible as possible.
 - c) Be available for the welfare requirements of members, and aid them to bring complaints when necessary.
- VII. The Returning Officer shall have the following responsibilities:
 - a) Ensure that candidates correctly nominate for election.
 - b) Maintain the Standing Orders and provide impartial advice to members on its contents.
 - c) Run any elections that take place, and take overall responsibility for their smooth process and the results.
 - d) Remain generally independent on any Standing Order matters, and not seek to advantage any individual member.
 - e) To ensure that candidates for The Executive have completed at least 1 canvassing session in the 12 months preceding the Close of Nominations, before being allowed to stand, or 2 if it is an election year. They should do this by receiving evidence of campaigning. The Returning Officer may choose to waive this requirement for all candidates or none - but cannot do so only for specific candidates.

E. Filling Vacant Positions

- I. The President shall have the authority to appoint up to four Members to Committee, with whatever remit they see fit, so long as it does not strongly overlap with the remit of another committee member (though deputies may be appointed to any position) outlined in these Standing Orders.
- II. They can be removed from office at any time by the President.
- III. On the resignation or removal from office of the President, these Officers must be ratified by the incoming President in order to continue in their roles. The incoming President is entitled to not keep them on.
- IV. If no candidates nominate for a position, the Returning Officer may extend nominations for that role by up to 24 hours- and should encourage members to nominate.
- V. If after 24 hours, there are still no nominations, the President-Elect (or if there isn't one, the President) may appoint a member to that position, and they shall have the same term of office and all the rights, responsibilities, duties and privileges as if they were elected by the membership.
- VI. This appointment must be ratified by a simple majority vote of the Closed Council.
- VII. If no one is willing to take on the role via appointment, the President should fulfil the obligations of that role, or delegate it to another member of the Committee.

F. The Senior Member

- I. The Senior Member is to be appointed every two years via a vote of the Emeritus Conclave.
- II. Upon their completion or vacation of office, a meeting of Emeritus Conclave shall be called within two weeks.
- III. The President should put forward one nominee, who the Emeritus Conclave may choose to ratify or reject via a simple majority vote.
- IV. The Senior Member should be a current member of the University of Oxford at the time of their election.
- V. The Senior Member is to be a full member of the Association, not required to pay. They shall be eligible to vote, but not to hold any other Committee position.

To read instead as:

4. Office Holders

A. The Committee Positions are as follows:

The President

The Vice President (Secretary)
The Treasurer
The Access and Welfare Officer
The Social Secretary
The Director of Communications
The Appointed Officials (as outlined in *Standing Order 4D*)
The Senior Member
The Returning Officer

B. The Executive

- I. The President, Vice President and the Treasurer shall constitute the Executive of the Association.
- II. Members of the Executive may not hold any other position in the Association.
- III. There may be additional requirements to stand for election to an Executive position, as outlined in *Standing Order 5*.**

C. Responsibilities of Committee Members

- VIII. The President shall have the following responsibilities:
- d) Overall management of the Association and the coordination of the Committee and Executive.
 - e) The production of the termcard.
 - f) Attend Executive meetings.
- IX. The Vice President (Secretary) shall have the following responsibilities:
- e) Be responsible for the administration of the Association, including the distribution of meetings, copies of the constitution etc.
 - f) Communicate with organisations such as the SU and the University when necessary.
 - g) Deputise for the President when requested, and assist the President in the preparation of the term card.
 - h) Attend Executive meetings.
- X. The Treasurer shall have the following responsibilities:
- e) Manage the budget, and advise other committee members on what money is available.
 - f) Help maintain the membership lists and drive memberships.
 - g) Take payment on the door at events when required.
 - h) Attend Executive meetings.
- XI. The Director of Communications shall have the following responsibilities:
- d) Running Social Media: advertising events and raising awareness about the Association.
 - e) Occasionally sending emails (this will mostly remain with the VP).
 - f) Assisting with the creation and distribution of any Association paper material we produce.
- XII. The Social Secretary shall have the following responsibilities:
- d) Helping the Executive organise socials, in particular Liquor and Liberalism.

- e) Collaborating with the Executive to ensure we have a space to host events.
- f) To help publicise events.

XIII. The Access and Welfare Officer shall have the following responsibilities:

- d) Advocate for underrepresented groups in the Association.
- e) Help to make events as accessible as possible.
- f) Be available for the welfare requirements of members, and aid them to bring complaints when necessary,

XIV. The Returning Officer shall have the following responsibilities:

- f) Ensure that candidates correctly nominate for election.
- g) Maintain the Standing Orders and provide impartial advice to members on its contents.
- h) Run any elections that take place **(with the exception of elections run by the Emeritus Committee)**, and take overall responsibility for their smooth process and the results.
- i) Remain generally independent on any Standing Order matters, and not seek to advantage any individual member.
- j) **To ensure that candidates for The Executive have completed their canvassing requirements, and choose whether to exercise their power to waive canvassing requirements.**

D. Appointed Positions

- I. The President shall have the authority to appoint up to four Members to Committee, with whatever remit they see fit, so long as it does not strongly overlap with the remit of another committee member (though deputies may be appointed to any position) outlined in these Standing Orders.
- II. They can be removed from office at any time by the President.
- III. On the resignation or removal from office of the President, these Officers must be ratified by the incoming President in order to continue in their roles. The incoming President is entitled to not keep them on.

E. Temporary Succession

- I. **If any elected office holder vacates their position for whatever reason, their position shall be fulfilled by the person below them in the Table of Seniority until such time as a replacement can be elected. They shall become the *Acting Insert Vacant Position* (e.g. if the President resigns, the Vice President becomes ‘The Acting President and Vice President (Secretary)’).**
- II. **If the person who is next in line doesn’t wish to take the role, it shall be offered to the next person in line. If they also don’t wish to serve, then the role will fall to the President - who may choose to delegate the Acting Role to any other member of the Committee or to an Officer Emeritus.**
- III. Acting Officers shall have the powers, duties and responsibilities of the Office, but not the long term privileges such as membership of the Emeritus Committee, the ability to appoint a lifetime member or the relevant Seniority.

F. Officers Emeritus

- I. Upon leaving office, the most recent President, Vice President, Treasurer and Returning Officer shall assume the titles of President Emeritus, Vice President Emeritus, Treasurer Emeritus and Returning Officer Emeritus respectively.**
- II. They shall hold this title until such a time as there is someone else who has more recently left their respective office.**
- III. Officers Emeritus shall have no specific power save for anything related to their role on the Emeritus Committee.**

G. The Senior Member

- I. The Senior Member is to be appointed every two years via a vote of the Emeritus Committee.
- II. Upon their completion or vacation of office, a meeting of the Emeritus Committee shall be called within two weeks.
- III. The President should put forward one nominee, who the Emeritus Committee may choose to ratify or reject via a simple majority vote.
- IV. The Senior Member should be a current member of the University of Oxford at the time of their election.
- V. The Senior Member is to be a full member of the Association, not required to pay. They shall be eligible to vote, but not to hold any other Committee position.

Part 2:

Amend Standing Order 12 from its current form:

12. Honorary and Lifetime Membership

- I. Any member of the Executive may offer honorary membership to any person they deem fit. Total annual Honorary Membership of the Association may not exceed seven people. Honorary Members must be ratified in Open Council Meetings at least once annually, by a simple majority vote.
- II. Each President may appoint one person to lifetime membership of the Association, who can only be removed by a simple majority vote of present members of the Emeritus Conclave.
- III. Each President is automatically a lifetime (unpaying) member on completion of their term in office, due to their role in Emeritus Conclave, should they agree to take on this position.

To read instead as:

12. Honorary and Lifetime Membership

- I. Any member of the Association may offer honorary membership to any person they deem fit, which must be confirmed by a simple majority vote at the next meeting of Open Council. **Total annual Honorary Membership of the Association may not exceed seven people. Honorary Members must be ratified at each Hilary Termly Meeting by a simple majority vote - if unratified the individual shall cease to be an honorary member.**
- II. Each President may appoint one person to lifetime membership of the Association, who can only be removed by a simple majority vote of the Emeritus Committee. **This member will not require annual ratification.**
- III. **Every current member of the Emeritus Committee is automatically a full member of the Association until the end of their life or if they are auto-resigned from the Emeritus Committee in accordance with *Standing Order 7*, whichever comes first.**

Part 3:

Amend Standing Order 8 from its current form:

8. Meetings

A. The Types of Meeting

- I. The Association shall have a number of bodies that will meet at various times. Minutes of meetings that are open to all Association members shall be made available to those who request them within 24 hours.
- II. No member of Committee or Ordinary Member is ever to exercise two separate votes, regardless of whether they hold multiple positions, in an Acting capacity or otherwise- save for when ties must be broken as outlined elsewhere in these Standing Orders.
- III. Emeritus Conclave shall be called in accordance with *Standing Order 7* and *Standing Order 14*.
- IV. There shall be a body known as Council. This is to be the primary governing body of the Association, and is open to all members. Extraordinary meetings of Council may also take place at the behest of any member, with 24 hours notice. Quorum shall be three present, including at least one member of the Executive/the Senior ex President.

B. Council

- I. There shall be a subdivision of this body into Open Council and Closed Council. Meetings of Council should be held biweekly during term time (Weeks 1-8) and the time and date should be emailed to the membership by the Vice President (Secretary). Minutes should also be emailed to members after the meeting.

- II. Meetings of the Open Council can be attended by any member of the Association. The following business may be conducted in Open Council:
 - a) Questions to the Committee and in particular the Executive.
 - b) Proposition of constitutional amendments (see *Standing Order 13*).
 - c) Motions of No Confidence (see *Standing Order 15*).
 - d) Requests for events and speakers from the general membership.
 - e) Elections for positions that are not to be elected in a full termly meeting, and by-elections.
 - f) For ordinary members to challenge any action of any Committee member or Ordinary member which they feel has violated the Standing Orders.
 - g) Any other businesses not reserved for Closed Council.
- III. Meetings of Closed Council may take place immediately before or after meetings of Open Council. Extraordinary Meetings of Closed Council may also be called by any member with 48 hours notice. Meetings should be conducted behind closed doors, with only members of Closed Council and those granted access in attendance.
- IV. The following shall be voting members of Closed Council:
 - The President
 - The Vice President
 - The Treasurer
 - The Returning Officer
 - The Senior Member
 - The Access and Welfare Officer
 - The Senior ex President
- V. Closed Council is the only body (excluding Emeritus Conclave) that may deal with the following matters:
 - a) Disciplinary procedures and complaints.
 - b) Sensitive financial matters.
 - c) Any business members of Closed Council wish not to bring to Open Council.
 - d) The ratification of certain appointments.
- VI. Any other Association member may be granted the right to enter Closed Council meetings and additionally to speak via a simple majority vote of those voting members present. The person granted entry may not vote.

C. Annual General Meeting

- I. There shall be an Annual General Meeting of the Association in 6th Week of Hilary Term in which a financial report shall be produced for the membership, the President shall deliver a report on the last year and elections shall take place in accordance with *Standing Order 5*.

D. Quorum

If a meeting doesn't reach quorum, as defined in various places in these Standing Orders, any business conducted within it is declared invalid. Objections to the quorate nature of the meeting must be raised in the meeting, at which point a count will take place. Retrospective challenges to quorum are not allowed.

To read instead as:

8. Meetings

A. The Types of Meeting

- I. The Association shall have a number of bodies that will meet at various times. Minutes of meetings that are open to all Association members shall be made available to those who request them within 24 hours.
- II. No member of Committee or Ordinary Member is ever to exercise two separate votes, regardless of whether they hold multiple positions, in an Acting capacity or otherwise- save for when ties must be broken as outlined elsewhere in these Standing Orders.
- III. Emeritus Committee shall be called in accordance with *Standing Order 7* and *Standing Order 14*.
- IV. There shall be a body known as Council. This is to be the primary governing body of the Association, and is open to all members.
- V. There shall also be Termly General Meetings.
- VI. **Extraordinary meetings of Council may also take place at the behest of any member of Closed Council or by three total members (members or non members of Closed Council) of the Association, with 24 hours notice.**
- VII. **Extraordinary General Meetings may also take place at the behest of two members of Closed Council or five total members (members or non members of Closed Council) of the Association, with 48 hours notice.**

B. Council

- I. There shall be a subdivision of this body into Open Council and Closed Council. Meetings of Council should be held **weekly during full academic term** and the time and date should be emailed to the membership by the Vice President (Secretary). Minutes should also be **made available** to members after the meeting.
- II. Meetings of the Open Council can be attended by any member of the Association. The following business may be conducted in Open Council:
 - a) Questions to the Committee and in particular the Executive.
 - b) Proposition of constitutional amendments (see *Standing Order 13*).
 - c) Motions of No Confidence (see *Standing Order 15*).
 - d) Requests for events and speakers from the general membership.

- e) Elections for positions that are not to be elected in a full termly meeting, and by-elections.
- f) For ordinary members to challenge any action of any Committee Member or Ordinary Member which they feel has violated the Standing Orders.
- g) Any other businesses not reserved for Closed Council.
- III. Meetings of Closed Council may take place immediately before or after meetings of Open Council. Meetings should be conducted behind closed doors, with only members of Closed Council and those granted access in attendance.
- IV. The following shall be voting members of Closed Council:
 - The President**
 - The Vice President**
 - The Treasurer**
 - The President Emeritus**
 - The Access and Welfare Officer**
 - The Returning Officer**
 - The Senior Member**
- V. Closed Council is the only body (excluding The Emeritus Committee) that may deal with the following matters:
 - a) Disciplinary procedures and complaints.
 - b) Sensitive financial matters.
 - c) Any business members of Closed Council wish not to bring to Open Council.
 - d) The ratification of certain appointments.
- VI. Any other Association member may be granted the right to enter Closed Council meetings and additionally to speak via a simple majority vote of those voting members present. The person granted entry may not vote.
- VII. **Any office holder of the Association (with the exemption of Honorary Officers, The Senior Member, Officers Emeritus and the Returning Officer) are expected to attend all meetings of Council for which they are eligible . Failure to attend 3 Ordinary Meetings of Council in one academic term shall result in auto-resignation from office, and the removal of all seniority and privileges. Council may choose to pass absences (and thus they won't count as failure to attend) in exceptional circumstances via a 2/3 majority vote at the meeting in question or the following meeting.**

C. Termly General Meeting

- I. **There shall be a Termly General Meeting of the Association in 6th Week of each academic term (date to be decided by the incumbent President by at least Wednesday of 5th Week).**
- II. **The Treasurer shall present a financial report.**
- III. **Each member of the Committee shall be required to present a report on their work during the term so far.**

- IV. In Michaelmas and Trinity Terms, elections shall take place in accordance with *Standing Order 5*. In Hilary Term the list of honorary members shall be ratified.
- V. Honorary Officers can only be created by a Termly General Meeting.
- VI. Any business that can be brought in Open Council may also be brought in a Termly General Meeting.

D. Quorum

- I. If a meeting doesn't reach quorum, as defined in various places in these Standing Orders, any business conducted within it is declared invalid.
- II. **Unless otherwise defined, quorum shall be three for any meeting.**
- III. Objections to the quorate nature of the meeting must be raised in the meeting, at which point a count will take place. Retrospective challenges to quorum are not allowed.
- IV. **The exception to (III) above being that any business conducted in any meeting with just one member present shall be deemed invalid, with no necessity for a challenge to the quorum.**

Part 4:

To amend Standing Order 13 from its current form:

13. Standing Order Amendments

- I. Any member may propose a constitutional amendment in a meeting of the Open Council or in the Annual General Meeting. Each amendment requires at least one voting member of Closed Council to second.
- II. They should submit a document to the Returning Officer detailing each Standing Order element that they wish to edit. Members shall be given the opportunity to debate the amendment, where at least two speeches should be given in both proposition and opposition (though it can be moved immediately to a vote via a simple majority decision of those present).
- III. Amendments require a $\frac{2}{3}$ majority vote of members present in order to pass.
- IV. If an amendment is passed, the Returning Officer should make the necessary edits to the Constitution as well as adding the Amendment itself as an Appendix, clearly stating each piece of wording that has been edited, for historical accuracy. For example if someone were to edit this clause, the following should appear as an Appendix:

'The 1st Amendment to this Constitution took place on the 1st April 2024, in which the paragraph

If an amendment is passed, the Returning Officer should make the necessary edits to the Constitution as well as adding the Amendment itself as an Appendix, clearly stating each piece of wording that has been edited, for historical accuracy. For example if someone were to edit this clause, the following should appear as an Appendix:

Was replaced with the paragraph:

If an amendment is passed, the Returning Officer should make the necessary edits to the Constitution as well as adding the Amendment itself as a separate document, clearly stating each piece of wording that has been edited, for historical accuracy. For example if someone were to edit this clause, the following should appear as an separate document:'

The Returning Officer and Vice President (Secretary) are responsible for keeping the Standing Orders up to date, and providing them within 24 hours to any member who requests them.

To read instead as:

13. Standing Order Amendments

- I. Any member may propose a Standing Order amendment in a meeting of the **Open Council** or in a Termly General Meeting. **Each amendment requires another Association member to second.**
- II. They should submit a document to the Returning Officer detailing each Standing Order element that they wish to edit. Members shall be given the opportunity to debate the amendment, where at least two speeches should be given in both proposition and opposition (though it can be moved immediately to a vote via a simple majority decision of those present, **or if no one wants to speak**).
- III. Amendments require a $\frac{2}{3}$ majority vote of members present in order to pass.
- IV. If an amendment is passed, the Returning Officer should make the necessary edits to the **Standing Orders** as well as adding the amendment to a **separate document that is available to the membership**, clearly stating each piece of wording that has been edited, for historical accuracy. For example if someone were to edit this clause, the following should appear as an Appendix:

'The 1st Amendment to this Constitution took place on the 1st April 2024, in which the paragraph

If an amendment is passed, the Returning Officer should make the necessary edits to the Constitution as well as adding the Amendment itself as an Appendix, clearly stating each piece of wording that has been edited, for historical accuracy. For example if someone were to edit this clause, the following should appear as an Appendix:

Was replaced with the paragraph:

If an amendment is passed, the Returning Officer should make the necessary edits to the Constitution as well as adding the Amendment itself as a separate document, clearly stating each piece of wording that has been edited, for historical accuracy. For example if someone were to edit this clause, the following should appear as an separate document:'

The Returning Officer and Vice President (Secretary) are responsible for keeping the Standing Orders and the History of Standing Order Amendments document up to date. These must be provided to any member within 24 hours of asking.

Part 5:

To add Standing Order 16:

16. Honorary Officers

- I. Termly General Meetings shall have the power to create Honorary Officers of the Association, subject to a 2/3 majority vote.
- II. Motions to create Honorary Officers must specify how long they will serve for, this may be anywhere from one academic term to life.
- III. There shall be no more than three Honorary Officers at any one time. If there are already three, the Association may not create anymore.
- IV. Honorary Officers may only be removed before their term expires by a 2/3 majority vote of the Emeritus Committee.
- V. The names and titles of Honorary Officers must be available to all members.

Part 6:

Amend Standing Order 5 from its current form:

5. Elections

A. The Date and Management of Elections

- I. Elections shall be held in the Annual General Meeting of 6th Week Hilary Term (date to be decided by the incumbent President by at least Wednesday of 5th Week).
- II. Elections shall be held for all positions not otherwise specified in these Standing Orders.
- III. The Returning Officer shall be responsible for the chairing of the elections, the RO must also produce nomination forms.

B. Eligibility

- I. Candidates must meet the campaigning eligibility requirements listed for each position in these Standing Orders.

- II. They must also be fully paying members of the Association.
- III. Honorary Members may not stand for election.
- IV. Candidates are also ineligible if they have held ANY office in either the Oxford University Labour Club, Oxford University Conservative Association or the Oxford Student Greens, within 10 calendar weeks (i.e 70 days) of the closing of nominations.
- V. Completed nomination forms must be submitted to the RO by at least 1800 hrs on Thursday of 5th Week, with a full list of candidates standing to be published by Saturday of 5th Week.
- VI. Candidates may not have won an election for the position they are standing for more than once previously.

C. Resignations and By-Elections

- I. In the event of a resignation or removal from office of an elected position, a by-election should be held in the next meeting of the Open Council.
- II. Their duties shall be fulfilled by the President in the interim.
- III. Nominations should be open for at least 48 hours, and should close within 24 hours of the election.
- IV. If this means the election cannot take place at the next meeting of Open Council, an Extraordinary Meeting shall be called instead, or the Returning Officer may choose to have the election at the next Ordinary meeting.
- V. Members elected via by- election shall hold office until such time that the original one year term of office comes to an end, or they resign or are removed.
- VI. Committee members may announce the date of their resignation in advance, so as to allow time for an election to take place before they withdraw from office.
- VII. The winner of any by-election should take office immediately after the count, unless an agreement is reached with the outgoing Committee member to have a set handover period (both parties must be in full agreement). In such a case, the date of power transfer must be submitted to the Returning Officer within one hour of the results announcement.

D. Temporary Succession

- I. If the President vacates their office, the Vice President shall assume the role of Acting President.
- II. Following that, temporary succession should follow the Table of Seniority (excluding other Ex-Presidents but not excluding the Senior Ex President). So for example, if the President and Treasurer resign simultaneously- the Vice President shall become the Acting President, the Senior Ex-President shall become the Acting Vice President and the (Senior) Access and Welfare Officer shall become the Acting Treasurer.
- III. Acting Officers shall have the powers, duties and responsibilities of the Office, but not the long term privileges such as membership of the Emeritus Conclave or the ability to appoint a lifetime member.

E. The Running of Elections

- I. Elections are to be conducted via paper ballot Single Transferable Vote of all members present at the meeting.
- II. Each ballot paper shall have each position listed with candidates in alphabetical order by surname.
- III. 'None of the Above' shall appear as the last candidate on each ballot, and shall be treated as if they are any other candidate for the purposes of the count and election. If 'None of the Above' wins the election, it shall be re-run following by-election procedure as outlined in *Standing Order 5C*.
- IV. Voters shall rank each candidate they wish to express a preference for with numbers only.
- V. Upon the completion of the voting period, those involved in the count should retire to a separate room to conduct the count.
- VI. If any candidate meets the quota of 50% of valid votes cast + 1 on first preferences alone, they shall automatically be elected.
- VII. If nobody meets the quota on first preferences, the candidate with the least amount of first preferences shall be eliminated, and their preferences redistributed (with the quota changing each time to acknowledge any changes in the total number of votes cast due to a lack of further preferences). This process shall continue until a candidate has met the required quota, and they shall be declared duly elected.
- VIII. Members may nominate another person to vote on their behalf in elections on the basis of accessibility, with the permission of the Returning Officer gained in advance of the election. The member must get in contact with the Returning Officer themselves, and name their proxy.

F. The Count and Slates

- I. The Returning Officer may appoint up to five temporary Deputies to aid with the counting of the ballots. If any outgoing members of the Executive, the Senior Ex President or the Senior Member are not seeking election in that meeting, they may also assist with the count.
- II. Results shall be emailed round by the Returning Officer within one hour of the count being completed. They must also be announced in person at the room designated for the count.
- III. Slates are allowed, and each slate (and independent candidates) may provide a Count Rep to scrutinise the count- but this must be a member who is not running in that election or someone participating in the count. Slates should be declared to the Returning Officer at time of nomination.

G. Handover

- I. Election winners shall immediately take on the title of their Position-Elect (e.g. Treasurer-Elect) from the announcement of the results.

- II. At midnight on Sunday 9th Week, they shall assume their full title and all the roles and responsibilities that come with it.

To read instead as:

5. Elections

A. The Date and Management of Elections

- I. **A 'Bi-Annual Election' shall be held in the Termly General Meetings in Michaelmas and Trinity.**
- II. **Bi Annual Elections shall be for the offices of President, Vice President (Secretary), Treasurer, Access and Welfare Officer, Social Secretary and Director of Communications.**
- III. **Therefore, those elected in the Trinity General Meeting shall hold office until the end of Michaelmas Term and those elected in the Michaelmas General Meeting shall hold office until the end of Trinity Term.**
- IV. The Returning Officer shall be responsible for the **management** of the elections **and the nominations process.**

B. Eligibility

- I. Candidates for the Executive must have **completed at least 1 canvassing session in the 12 months preceding the Close of Nominations, before being allowed to stand, or 2 if it is a General or Local election year. They must send evidence of campaigning to the Returning Officer. The Returning Officer may choose to waive this requirement for all candidates or none - but cannot do so only for specific candidates.**
- II. **All candidates must be full members of the Association.**
- III. **Honorary Members may not stand for election to any Office of the Association.**
- IV. Candidates are also ineligible if they have held ANY office in either the Oxford University Labour Club, Oxford University Conservative Association or the Oxford Student Greens, within 10 calendar weeks (i.e 70 days) of the closing of nominations.
- V. Completed nomination forms must be submitted to the Returning Officer by at least 1800 hrs on Thursday of 5th Week, with a full list of candidates standing to be published by Saturday of 5th Week.
- VI. **The Senior Member and Returning Officer may not run in the Bi-Annual Elections, or by elections for positions normally elected in Bi-Annual Elections.**
- VII. Candidates may not have won an election for the position they are standing for more than once previously.

C. By-Elections

- I. In the event of a resignation or removal from office of an elected position, a by-election should be held in the next meeting of the Open Council.**
- II. Nominations should be open for at least 48 hours, and should close within 24 hours of the election.**
- III. If this means the election cannot take place at the next meeting of Open Council, an Extraordinary Meeting shall be called instead, or the Returning Officer may choose to have the election at the next Ordinary Meeting.**
- IV. Members elected via by- election shall hold office until such time that the original term of office comes to an end, or they resign or are removed.**
- V. Committee members may announce the date of their resignation in advance, so as to allow time for an election to take place before they withdraw from office.**
- VI. The winner of any by-election should take office immediately after the count, unless an agreement is reached with the outgoing Committee member to have a set handover period (both parties must be in full agreement). In such a case, the date of power transfer must be submitted to the Returning Officer in writing within one hour of the results announcement.**

D. The Running of Elections

- I. Elections are to be conducted via paper ballot Single Transferable Vote of all members present at the meeting.**
- II. Each ballot paper shall have each position listed with candidates in alphabetical order by surname.**
- III. 'None of the Above' shall appear as the last candidate on each ballot, and shall be treated as if they are any other candidate for the purposes of the count and election. If 'None of the Above' wins the election, it shall be re-run following by-election procedure as outlined in *Standing Order 5C*.**
- IV. Voters shall rank each candidate they wish to express a preference for with numbers only.**
- V. Upon the completion of the voting period, those involved in the count should retire to a separate room to conduct the count.**
- VI. If any candidate meets the quota of 50% of valid votes cast + 1 on first preferences alone, they shall automatically be elected.**
- VII. If nobody meets the quota on first preferences, the candidate with the least amount of first preferences shall be eliminated, and their preferences redistributed (with the quota changing each time to acknowledge any changes in the total number of votes cast due to a lack of further preferences). This process shall continue until a candidate has met the required quota, and they shall be declared duly elected.**
- VIII. Members may nominate another person to vote on their behalf in elections on the basis of accessibility, with the permission of the Returning Officer gained in advance of the election. The member must get in contact with the Returning Officer themselves, and name their proxy.**

E. In the event of no candidates nominating

- I. If no candidates nominate for a position, the Returning Officer may extend nominations for that role by up to 24 hours- and should encourage members to nominate.**
- II. If after 24 hours, there are still no nominations, the President may appoint a member to that position, and they shall have the same term of office and all the rights, responsibilities, duties and privileges as if they were elected by the membership.**
- III. This appointment must be ratified by a simple majority vote of the Closed Council.**
- IV. If no one is willing to take on the role via appointment, the President should fulfil the obligations of that role, or delegate it to another member of the Committee. If the role is delegated, the member taking on the role is entitled to the appropriate privileges and seniority.**

F. The Count and Slates

- I. The Returning Officer may appoint up to five temporary Deputies to aid with the counting of the ballots. If any outgoing members of the **Executive or Officers Emeritus** are not seeking election in that meeting, they may also assist with the count.**
- II. Deputy Returning Officers may not be candidates in the election.**
- III. Results shall be **made public to all members** by the Returning Officer within one hour of the count being completed. They must also be announced in person at the room designated for the count.**
- IV. Slates are allowed, and each slate (and independent candidates) may provide a Count Representative to scrutinise the count- but this must be a member who is not running in that election or someone participating in the count. Slates should be declared to the Returning Officer at time of nomination.**
- V. At no time shall candidates in the election be in the count room.**

G. Handover

- I. Election winners shall immediately take on the title of their Position-Elect (e.g. Treasurer-Elect) from the announcement of the results.**
- II. At **the beginning of Sunday 9th Week**, they shall assume their full title and all the roles and responsibilities that come with it.**

Part 7:

To amend Standing Order 7 from its current form:

7. Emeritus Conclave

A. The Formation

- I. The Emeritus Conclave shall be the body comprised of all ex-Presidents, Vice-Presidents, Treasurers and Returning Officers (as well as the current President and Senior Member) willing and able to continually participate in the business of the Association.
- II. It shall encompass anyone who has served as President, Vice-President, Treasurer or Returning Officer (known as *Senior Officers*) of the Oxford University Liberal Democrats since its inception in that name in 1990, who wishes to serve, as well as anyone who has served as President, Vice-President, Treasurer or Returning Officer of the Oxford University Liberal Association. Exceptions may be made for Senior Officers of other fairly constituted organisations that can be considered predecessors of the Association- at the discretion of a simple majority vote of Closed Council.
- III. Ex-Senior Officers shall be denoted by their term/year of taking office. So a President who served in Michaelmas of 2010 shall be 'The ex-President MT *MMX*'. An Officer who has served across more than one calendar year (e.g. Michaelmas 2021 and Hilary 2022) shall be known by the term and year in which they took office.
- IV. The Chair of the Conclave shall be the President who has most recently completed their term- known as the *Senior ex-President*. Outgoing Presidents should be offered this role. They shall serve until the next Annual General Meeting. If they are unwilling, unable or unavailable to serve, then the role of Chair shall fall to the second most recent President to have left office, who is willing to serve. If they are unwilling, unable or unavailable, then it shall continue to be offered to ex-Presidents in order of recency of completion of term office. It should then be offered to ex Vice-Presidents in order of recency of completion of term office, Ex Returning Officers in order of recency of completion of term office and Ex Treasurers in order of recency of completion of term office.
- V. In the absence of an ex-Senior Officer willing to serve, it shall fall to the current President.
- VI. If the role of Chair is filled, but the Chair is unable to make a certain meeting, the role of Acting Chair shall be offered, *following the succession procedure outlined in Clause IV*.
- VII. Quorum for the Conclave shall be two full members, ideally three. If a third member is unavailable, then the third seat may be filled by the current Returning Officer or the current Vice President - in that order.
- VIII. If failing that there are only two available members, the person highest in the *Table of Seniority* shall have final say- however, the Senior Ex-President shall be considered highest on the table for this purpose alone.
- IX. In the event of a tied vote, the Chair shall have a second, deciding vote.
- X. Meetings may be called by any member of the Conclave with 72 hours notice, and the time and date of the meeting must be made available to as many members of the Conclave as can be reasonably expected.

B. The Responsibilities

Emeritus Conclave shall have the following responsibilities:

- I. Election of the Returning Officer (at least every 12 calendar months).
- II. Election of the Senior Member.
- III. Dealing with Disciplinary Matters.
- IV. Dealing with allegations of Electoral Malpractice.

To read instead as:

7. Emeritus Committee

A. The Formation

- I. The Emeritus **Committee** shall be the body comprised of all ex-Presidents, Vice-Presidents, Treasurers and Returning Officers (as well as the current President, Senior Member and Returning Officer) willing and able to continually participate in the business of the Association.
- II. It shall encompass anyone who has served as President, Vice-President, Treasurer or Returning Officer (known as *Senior Officers*) of the Oxford University Liberal Democrats since its inception in that name in 1990, who wishes to serve, as well as anyone who has served as President, Vice-President, Treasurer or Returning Officer of the Oxford University Liberal Association.
- III. Exceptions may be made for Senior Officers, **or equivalent roles**, of other fairly constituted organisations that can be considered predecessors of the Association- at the discretion of a simple majority vote of Closed Council.
- IV. **It is the responsibility of The President to maintain the Emeritus Committee list, and it should always endeavour to be at least seven. Each Senior Officer of the Oxford University Liberal Association is automatically added as a member when they leave office.**
- V. **The Chair of the Committee shall be the President Emeritus. If they are unwilling or unable to do the role, they may delegate the position to any other member of the Emeritus Committee until such time as there is a new President Emeritus.**
- VI. **If the President Emeritus is unwilling or unable, and does not delegate the role to any other member, the role of Chair shall default to the Returning Officer until such time as the Emeritus Committee can meet to elect a new Chair. The elected individual shall serve as Chair until such time as there is a new President Emeritus.**
- VII. **Refusal to attend two consecutive Sessions whilst *in statu pupillari* (doing an Undergraduate Degree), not including Sessions in terms where the individual has public exams, shall result in the removal of all Seniority associated with being an ex holder of the relevant position, for the duration of that particular individual's degree. This may be overridden by a simple majority vote of the Emeritus Committee, where the individual has exceptional reasoning.**

B. Sessions

- I. Each time the Emeritus Committee meets, it is known as a Session. Sessions should generally be called to deal with one specific item. Sessions may encompass multiple meetings.
- II. All members on the Emeritus Committee list shall be invited to join each Session, and then a sublist should be created for those willing to serve in a particular Session.
- III. If the role of Chair is filled, but the Chair is unable to make a certain Session, members of that Session should elect an Acting Chair.
- IV. Quorum for the Emeritus Committee shall be three. If three cannot be reached, then the current Vice President (Secretary) and Treasurer may fill the remaining spaces.
- V. In the event of tied votes, the Chair shall have a second, deciding vote.
- VI. If a member of the Emeritus Committee is the accuser or accused in a matter of a disciplinary or electoral complaint, they are automatically barred from sitting in that Session.
- VII. If any member of the Emeritus Committee feels that they are heavily personally involved in the matter at hand, but not the accuser or accused, they are expected to recuse themselves. If they refuse, other members of the Session may recuse them via a two-thirds majority vote.
- VIII. Sessions and meetings may be called by any member of the Emeritus Committee with 72 hours notice, and the time and date of the meeting must be made available to as many members of the Emeritus Committee as can be reasonably expected.

C. The Responsibilities

The Emeritus Committee shall have the following responsibilities:

- I. Election of the Returning Officer (at least every 12 calendar months).
- II. Election of the Senior Member.
- III. Dealing with Disciplinary Matters.
- IV. Dealing with allegations of Electoral Malpractice.

Part 8

Replace every instance of the word ‘Constitution’ and its grammatical variants with the word ‘Standing Orders’ or grammatical equivalent.

Replace any instance of the word ‘Conclave’ or ‘Emeritus Conclave’ with ‘Emeritus Committee’

Yours,

A handwritten signature in black ink, appearing to read 'Zafar Khan', with a stylized flourish at the end.

The President, University College.