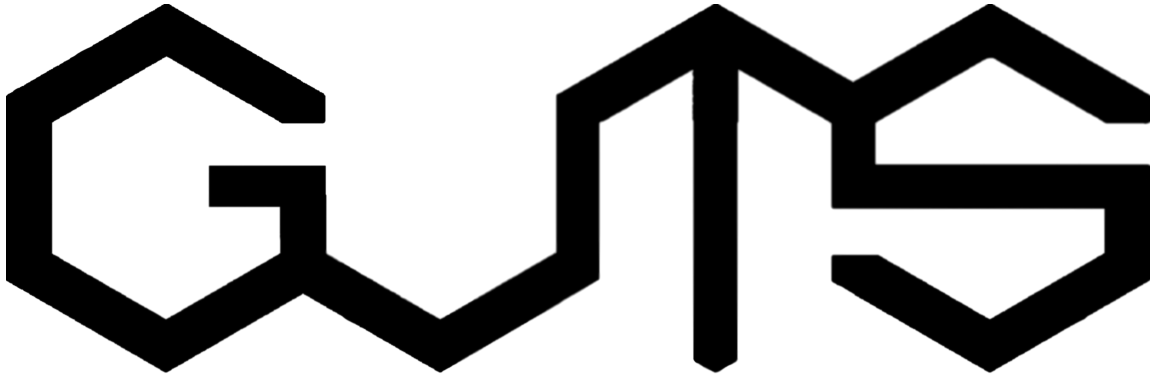# Glasgow University Tech Society

Scientia imperium est

Constitution

March 2017

Chapter I - Overview

Article 1 - Name

The name of the society shall be 'Glasgow University Tech Society' (hereafter referred to as 'The Society') and shall be abbreviated as GUTS.

Article 2 - Equal Opportunities

The Society will comply with the University's policies, including policies on equal opportunities regarding gender, religion and politics. The Society will also be committed to accommodating those with special needs.

Article 3 - Objectives

The Society's objectives shall be:

Paragraph A - To offer students the opportunity to develop leadership and networking skills.

Paragraph B - To create a platform for software and hardware development, IT start-ups and tech enterprise.

Paragraph C - To broaden interest in Computing Science and related disciplines

Paragraph D - To introduce students to team programming and its management.

Paragraph E - To promote the open source movement

Paragraph F - To collaborate on technology related projects in areas such as web development, mobile development, open hardware, scientific modelling, security and cryptography, and game development, among others.

Article 4 - Activities

The Society will achieve its objectives and purposes through the following activities, which are open to all its members, and in special circumstances, to the wider public:

Paragraph A - Collaborating on programming projects by means of Distributed Version Control Managers.

Paragraph B - An annual Hackathon.

Paragraph C - An annual Cyber Defence Exercise.

Paragraph D - An annual ball.

Paragraph E - Creating special interest groups to collaborate on technology related projects.

Paragraph F - An annual introductory event for first year students.

Paragraph G - Events and projects in collaboration with other societies at the University of Glasgow.

Chapter II - Membership and Governance

Article 1 - Membership

Paragraph A - Full membership will be automatically granted to all students registered at The School of Computing Science at the University of Glasgow.

Paragraph B - Full membership will be open to registered students at the University of Glasgow.

Paragraph C - Students registered at other universities or other individuals interested in The Society will be able to join as Associate Members.

Paragraph D - Every member is obliged to sign the Declaration of Responsibility as provided by The School of Computing Science in order to be allowed access to the School's facilities.

Paragraph E - Associate members shall not account for more than 20% of the total membership number.

Article 2 - Governance

Paragraph A - The Society shall be under the control of the membership. As such, all full members of The Society shall have the right to elect their representatives for the available positions in the Executive Board.

Paragraph B - The Society shall have five office bearers, forming the Executive Board: President, Vice President, Secretary, Treasurer, and Committee Engagement Convenor.

Paragraph C - The committee shall consist of the Executive Board of The Society, former members of the Executive Board, and the organising committee.

Paragraph D - All members of the Committee shall either be registered students at the University of Glasgow (and shall not have opted out of SRC representation under the Education Act of 1994), or alumni of the University of Glasgow.

Article 3 - Executive Board and Responsibilities

Paragraph A - Concerning all members of the Executive Board:

- Members or the membership of The Society shall obtain previous approval from the Executive Board in order to use the name, resources and image of The Society.

- Members shall approve the creation of special interest groups based on critical mass, indication of support and checks on any ethical issues.

- The Executive Board shall decide annually which groups will persist into the new academic year based on attendance at meetings and evidence of progress.

- Members shall attend all Executive Board meetings. If a member is not able to attend the meeting, said member must notify the President or Vice President at least 24 hours in advance.

- Members are responsible for maintaining and improving the image of The Society through their actions and behaviour.

- A member's position in the Executive Board shall be taking into discussion at the Executive Board meeting if a member is absent for two consecutive Executive Board meetings or one AGM or EGM without prior approval of the President or the Vice President.

- A member's position in the Executive Board shall be taken into discussion if a member does not comply to their responsibilities or act against the interests of The Society.

- Discussions concerning a member's position in the Executive Board must have a 50% plus one support from the rest of the Executive Board members and must be corroborated with at least one of the above points regarding their responsibilities and actions.

- Any member of the Executive Board can be removed from their position with the approval of two thirds of the Executive Board.

- Any vacancy that may occur in an office shall be filled by appointment by the Executive Board pending ratification at the next Executive Board meeting.

Paragraph B - **The President** shall:
- Be the spokesperson for The Society.
- Be the point of contact to the School of Computing Science.
- Chair meetings of the Executive Board and the Committee unless unavailable.
- Coordinate the work and activities of the Executive Board and the Committee.
- Provide directions to the activities of all Executive Board members.

Paragraph C - **The Vice President** shall:
- Assume the duties of the President should the office become vacant, or in the absence of the President.
- Assist other members of the Executive Board and the Committee in completing their jobs.
- Act as the parliamentarian for The Society.
- Provide feedback to The Society regarding its operations and functioning.
- Be the President's advisor in any important decisions.

Paragraph D - **The Secretary** shall:
- Keep minutes of AGMs, EGMs, and general Executive Board and Committee meetings.

- Notify the President of vacant board roles.

- Consider if the Executive Board is achieving the objectives defined in this constitution.

- Assist the Vice President in completing their job.

Paragraph E - **The Treasurer** shall:

- Maintain a record of the income and expenditure of The Society.

- Prepare the accounts and keep up to date bank statements.

- Prepare a detailed report of all financial activities of The Society and present it in all AGMs or upon request in an EGM or at an Executive Board meeting.

- Disburse money to other members of the Executive Board for authorised uses.

Paragraph F - **The Committee Engagement Convenor** shall:

- Engage with and retain those interested in helping organise events.

- Make information regarding helping at events available.

- Organise those that want to help at events.

Chapter III - Meetings, Elections, and Constitutional Amendments

Article 1 - Meetings

Paragraph A - **Executive Board Meetings** shall be held bimonthly and have a minimum of five days' notice.

Paragraph B - **Annual General Meetings** (AGMs) shall:
- Take place in September, January and March every year.
- Enable members of the Executive Board to discuss the strengths, weaknesses, and future direction of The Society.
- Enable members of the Executive Board to discuss the financial, marketing, communication and project reports of The Society.
- Have fourteen days' notice given by the Secretary.
- Allow membership to make comments and suggestions. To this end, the Secretary is responsible for engaging with the membership, collecting comments and suggestions, and presenting these to the Executive Board.
- Have a quorum of two thirds of the Executive Board.

Paragraph C - **Extraordinary General Meetings** (EGMs) shall:
- Be called either by the President, 50% of the Executive Board, or by submission of a formal written request by 10% of the membership.
- Have three days' notice given by the Secretary.
- Have a quorum of two thirds of the Executive Board.

Article 2 - Elections

Paragraph A - Elections shall be held towards the end of the second semester of the academic year, or at a pre-established date in the event of a vacant position within the Executive Board, excepting special cases.

Paragraph B - Elections shall be held by secret ballot.

Paragraph C - Voting is open to all full members of The Society.

Paragraph D - All candidates for an Executive Board position must be a committee member, and have served at least one year in the committee, as well as actively organised at least one Cyber Defence Exercise or a Hackathon.

Paragraph E - All candidates that run for an Executive Board position must be pursuing a degree in Computing Science.

Paragraph F - All candidates must complete an application form and submit it to the Executive Board at least five days before the election.

Paragraph G - In the event of a contested election, the candidate(s) that are not elected may run for any other open position.

Paragraph H - The term of office shall be two semesters for all positions.

Paragraph I - The newly elected Executive Board members shall be formally introduced at the annual ball.

Article 3 - Constitutional Amendments

<u>Paragraph A</u> - Constitutional amendments can only be made in AGMs or EGMs.

<u>Paragraph B</u> - A constitutional amendment can only be proposed by the submission of a formal written request by either 10% of the membership or 50% plus one of the Executive Board.

<u>Paragraph C</u> - In order to pass, a constitutional amendment must receive two thirds of the approving votes of the Executive Board.