

Dublin University Law Society

Constitution Preamble

This Constitution of the Dublin University Law Society, as first enacted by the 81st Session, shall serve the members of the society through its pursuit of the aims and objectives of the society under the guardianship of the presiding Committee.

General

1. (1) The Society will be known as the Dublin University Law Society. It may also be referred to as the TCD Law Society, The Trinity Law Society, LawSoc or The Law Soc.

(2) The objects of the Society will be the discussion of matters of legal and general interest, the promotion of social activities for its members and the promotion of legal discourse. Within the society's aims will also be the publication and development of a student law journal referred to as the Trinity College Law Review.

(3) Membership will be open to all capitated students and staff of the University upon payment of the annual subscription fee.

(4) The affairs of the Society will be administered by a duly elected committee.

(5) The Committee will be empowered to take such action and expend such funds as are reasonable to the attainment of the objects of the society outlined in section 3 above.

(6) The official colours of the society are purple and green.

The Committee

2. (1) The full Committee will consist of no more than 20 members.

(2) The Committee will be duly elected by the members of the Society.

(3) The Committee must meet no less than six times a term. The Auditor shall be deemed to have vacated his or her Office in the event that less than six Committee meetings are convened per term.

(4) All Committee decisions shall be approved by a simple majority of those present.

(5) All expenditure shall be sanctioned by the Auditor together with the Treasurer, but shall at all times and for all purposes be subject to the scrutiny of the Committee.

Officers

3. (1) Officers will be elected to the Committee and said Officers shall take precedence as follows:

Auditor; Treasurer; Secretary; Social Secretary; Competitions; Librarian and Public Relations Officer (P.R.O).

(2) The Auditor, Treasurer and Secretary shall perform the Executive roles of the Committee.

(3) Each Officer shall be responsible for their respective duties as detailed in this Constitution and for such duties as may from time to time be imposed on them by the Committee.

(4) An Officer may be duly impeached for failure to fulfil their duties.

(5) If, for stated reason, an Officer is unable to fulfil his or her duties, the Committee may with the Officer's consent appoint a substitute to hold the Office until such time as that Officer shall resume his seat. In circumstances where said Officer's consent is not forthcoming, and where said Officer is incapable of performing his duties, the Committee may move to impeach that Officer on notice and in line with the procedures herein codified.

(6) The Committee shall also include co-opted members. The roles of these members are at the discretion of the Auditor to define, and the procedures for selecting these members are detailed below.

(7) The Committee shall also include class representatives for each year of Law in the University who act as Ordinary Committee Members (OCMs).

Elections

4 (1) An Election for the Officers and class representatives of the Committee will be held in the final term at a date to be fixed at the discretion of the Auditor.

(2) Nominations must be submitted in writing to the Secretary one calendar week before the Election Day.

(3) Nominations must be proposed and seconded by two members, not including the nominee.

(4) Candidates must state the Office for which they are nominating themselves and may run for no more than one office.

(5) The Auditor and Secretary have overall responsibility for the conduct of the Election.

(6) In the event of either of the above Officers being a candidate the Committee will select an alternative Presiding Officer or Officers as necessary.

(7) No social media campaigns are permitted by individuals of the society. The society may publish manifestos and information regarding the election on official pages of the society. The election overseers can encourage members to vote in the elections through social media, but cannot encourage members to vote for any specific individual.

(8) Votes will be counted using the Proportional Representation, Single Transferable Vote system (PRSTV).

5 (1) The election shall take place in the Society's rooms on the nominated day.

(2) The following are eligible to vote: members of the society and members who are away on an Erasmus year.

(3) Email votes may be submitted to an email account by voters that are abroad.

(4) Only the Presiding Officer may have access to this email account.

(5) At least one of the Presiding Officers must be present during voting at all times.

(6) The Presiding Officer has the power to:
-Exclude candidates from the Rooms
-Regulate the number of voters to be admitted to the Rooms at any one time.
-Determine the entitlement of a person to vote, subject to an appeal to the President of the Society.
-Ensure that each member is handed one and only one ballot paper.

Manifestos will be submitted to the Auditor the evening before its publication. The Auditor must keep these manifestos strictly confidential and may not disclose any information regarding manifestos until after their publication. Manifestos should consist of no more than two pages, with the discretion of the Auditor in deciding the length of the Auditor candidates.

No submissions after the publication of manifestos will be accepted.

The PRO's manifesto must consist of one mock poster, of their own work, and one other page.

A Hustings for Auditor candidates may take place the evening of the first day of campaigning overseen by the Auditor and presiding officer.

Class Representatives

6. (1) The Committee will hold an Election in each of the four class years for a class representative.

(2) The dates for each election will be fixed by the Auditor and the election will be carried out by secret ballot.

(3) The Class representatives will serve on the Committee as Ordinary Committee members (OCMs).

Co-Option

7. (1) The Auditor oversees the co-option procedure.

(2) The Auditor may co-opt subject to the following provisions:

-No more than 9 co-opted members can be on the Committee at any time.

-The Committee must not exceed 20 members in the exceptional circumstance of a draw.

(3) The Committee may by a 2/3 majority veto the co-option of a particular member.

Impeachment

8. (1) Any member who feels that an Officer is in severe breach of his duties should notify the Committee in writing stating the cause of complaints. This notice must be signed by a super majority of the committee or 1/3rd of the societies' members.

(2) The Committee will hold an inquiry within a week at which the impugned Officer and the Complainant will be entitled to make representations.

(3) The Committee will present a report of the Inquiry within two weeks of the original complaint to a public meeting of the Society.

(4) A quorum of 50 is required for an impeachment motion.

(5) A 2/3 majority of those members present must vote in favour of the impeachment motion in order to carry it.

Private Business Meetings

9. (1) Private Business Meetings may be held before any Public Business Meeting of the Society or as required.

- (2) The Auditor will take the Chair.
- (3) The Order of Business will then be as follows:
 - Remarks the Officers wish to make
 - Questions to the Officers
 - Notice of Motions
 - Discussion of Motions
 - Any other business

(4) The privileged motions which may be introduced at Public Business Meeting can also be introduced at a Private Business Meeting, with the addition of an Impeachment notice in accordance with Section 6, which cannot be introduced at a Public Business Meeting.

(5) All Motions must be in writing, dated and signed by the Proposer and the Secunder.

(6) All non-privileged motions raised at a Private Business Meeting will be discussed at the next Private Business Meeting.

Public Business Meetings

10. (1) The Auditor will take the Chair or may invite any other person to do so.
- (2) The Librarian may at the request of the Auditor read the minutes of the last public business meeting.
- (3) The following Privileged motions may be introduced:
 - Standing Orders may be suspended.
 - That the motion under discussion be now put.
 - That the motion under discussion be amended to read.
 - Motions of thanks, congratulations, regret to sympathy.
- (4) The Auditor and Chair have control of the meeting.

The Annual General Meeting (AGM)

11. (1) The AGM will take place in Trinity Term, after the election of the incoming Committee at a date to be fixed by the Auditor.
- (2) The Auditor, Treasurer, Secretary will present their reports.
- (3) Any other member of the Committee can present a report.
- (4) The Meeting shall adopt these reports with such amendments as may be proposed.

(5) The Auditor shall formally introduce the incoming Committee to the Society.

Sub-Committees

12. (1) The main Committee may establish a sub-committee on any matter. The Chairman and members of the sub-committee will be chosen by the main Committee and report to the main Committee.

(2) Any member may propose the establishment of a sub-committee on any matter by passing a motion at a private business meeting.

The Chairman and members of such a sub-committee will be chosen at the private business meeting and report to a private business meeting at a date specified.

By-Elections

13. (1) If any member of the Committee should leave the Committee, it is the responsibility of the Committee to ensure that the ex-member's duties are undertaken.

(2) A By-Election should be held within 3 weeks of the departure unless the departure occurs after Week 6 of Hilary Term in which case the Committee may appoint a replacement, pending the General Election in Trinity Term.

(3) The By-Election will be conducted in the same manner as a General Election under this Constitution.

The Constitution

14 (1) The Constitution of the society shall not be amended or altered, except at a general meeting with said amendments or alterations having been put on notice to all members of the society at least one week prior to the meeting.

In order for an amendment/alteration to be put on notice the changes must be proposed by a member of the society, and receive the signatures of 50 members of the Society or the approval of a majority of the presiding Committee.

A Sub-Committee of no less than 3 members of the society must then be appointed by the Auditor, under the scrutiny of the Committee, to draft the proposed changes to the Constitution.

The Auditor is then responsible for the correspondence of the notice of the proposed amendments/alterations to all members of the society prior to the general meeting.

The amendments/alterations must be accepted by a majority of those in attendance at the general meeting with a quorum of 50 members.

Responsibilities of Society Officers

15. Without prejudice to the forgoing provisions of this Constitution the general duties of the Officers are detailed below.

Auditor:

The Auditor has overall responsibility for the affairs of the Society.

Treasurer:

The Treasurer has joint responsibility with the Auditor for the finances of the Society

It is the Treasurer's duty to:

- (1) Manage the overall financial prosperity of the society's budget
- (2) To obtain C.S.C. grants for the year following election.
- (2) To provide C.S.C. with financial accounts for the academic year during which s/he is elected in accordance with the rules laid down by C.S.C.
- (3) To provide his/her successor with all the details necessary for managing the accounts for the following year.
- (4) To establish and maintain relationships with sponsors.
- (5) In the event of the Treasurer leaving office, for whatever reason, before the end of his/ her term of office he must present a statement of finances to his successor and inform C.S.C. of his departure.

Secretary:

The Secretary has overall responsibility for the coordinating the Speakers Series and conducts the correspondence of the Society.

It is his/ her duty to:

Submit a detailed report of the activities of the Society for the academic year during which s/he is elected including a description of each meeting of the Society, the names of any guest speakers, the attendance figures and the time and venue.

The Secretary may nominate an individual for an honour of the House.

These shall be called:

The Trinity Praeses Elit Award. This will be awarded to those who have advanced legal and political discourse.

The Allii Proelio. This will be awarded to those who have, through their work, broadened the perspectives of others.

If the committee feel that a particular guest is undeserving of one of the above awards the decision by the Secretary to award this honour may be nullified by a 2/3 majority of the committee.

Social Secretary:

The Social Secretary is responsible for coordinating all the Society's social functions.

Librarian:

The Librarian is responsible for compiling the records of the Society.

It is the Librarian's duty to:

- (1) Record the minutes of Public and Private Business meetings and Committee meetings.
- (2) Maintain the Membership lists.
- (3) Send a weekly email to members of the Society.

Public Relations Officer (PRO):

The PRO is responsible for coordinating publicity for all Society events.

Competitions Officer:

The Competitions Officer is responsible for coordinating the Society's internal and external competitions.

Life Long Members:

At the end of the session a mark of recognition may be given to each committee member, accompanied by life-long honorary membership of the society.

Lifelong members of the Society shall be recorded and overseen by the Auditor of society.

Records shall be kept in the Official Alumni Record of the University Law Society, under the guardianship of the Law School.

Lifelong membership may be awarded retrospectively to previous committee members who served the society prior to the creation of the award.

(5) Lifelong membership may be removed by a vote of the majority of the currently serving Committee, when it is deemed that an individual has failed to represent or commit to the interests of the society.

March 2017