

# Dublin University Quiz Society

Constitution for Approval  
October 2015

1. **Name:**  
The Society shall be known as *Dublin University Quiz Society (DUQC)*.
2. **Objects:**
  - a. To provide a platform for internal ranking and team formation in competitive quizzing. This will be based on the skills of: knowledge proficiency; theory and recall speed. Topics will include: popular culture; current affairs and science, along with other facts across the broadest spectrum of intellectual pursuits and regarding the attainment of information.
  - b. We aim to achieve the above by running events such as internal quizzes, which test participants' individual skills and allows the ranking of competitors. Alongside this we will organise frequent quiz nights for learning, social and quiz technique training.
  - c. We wish to encourage the development of intervarsity competitions in the field of team quizzing, as already outlined. We aim to work with other institutions to fulfill demand for such a forum, as is currently lacking in Ireland.
3. **Membership:**  
Membership shall be open to all capitated students and staff of the University. Ordinary membership shall be granted to capitated students in return for a subscription of (€2) or such other figure as shall be decided by the Committee or Annual General Meeting within the limits set by the C.S.C.
4. **The Committee:**  
The Committee shall consist of the following officers: The Chairperson, The Treasurer, The Secretary, The Public Relations Officer, and 4 ordinary committee members.
5. The Committee shall meet at least every two weeks. The quorum of the Committee at meetings is the Chairperson and three other committee members. In the cases where financial decisions are being made, the quorum must consist of the Chairman, Treasurer and two more officers. The function of the committee will be to ensure the aims of the DUQC constitution are being addressed.
6. Officers and Committee members may be removed from office before the completion of their term of office only by 80 society members or two-thirds of those members of the Society present at an Extraordinary General Meeting whichever is the lesser

- 7. The Annual General Meeting and General Meetings:**  
The Annual General Meeting of the Society shall be held between week 9 and 12 of Hilary Term. Notice of the AGM must be publicised to the members not less than three days before the meeting giving the date and time of the meeting and the fact that elections to the Committee will take place thereat.
8. The meeting shall be open to all students, staff and academic staff of TCD but only ordinary members of the Society shall be entitled to vote. The current chairperson will chair the meeting, and in his/her absence the Treasurer will chair it.
9. At the meeting, the officers shall read their reports of the Society's activities for the year, and the election of a new Committee shall take place.
10. A general meeting of the Society may be called by the Committee or by 33% of members of the Society presenting a signed petition to the Committee. Three days' notice as provided for in the case of an Annual General Meeting shall be given.
11. An Extraordinary General Meeting of the Society may be called following the procedure set out above for General Meetings.
12. Candidates for election must be ordinary members of the Society, and each candidate must be nominated and seconded by an ordinary member of the Society.
13. No one shall be admitted to membership less than 24 hours before an Annual General Meeting or Extraordinary General Meeting.
- 14. The Officers:**  
  
The Chairperson shall oversee the general running of the Society and shall be answerable to the Committee. The Chairperson may be the captain or member of any of the DUQC teams. The Chairperson will be the primary contact for all competitions. The Chairperson will be responsible for organising society events as outlined in the aims of the constitution.
15. The Secretary shall be responsible for all the correspondence of the Society and shall keep a record of it, and for keeping the minutes of all meetings of the Society and of the Committee and to provide the Secretary of the C.S.C. with a record of the Society's activities during his/her term of office not later than the date set by the C.S.C. for submission of this report, and shall be answerable to the Committee.

The secretary may be the captain or member of any of the DUQC teams.

16. The Treasurer shall be responsible for all the finances of the Society, for the collection of subscriptions and the maintenance of accounts and shall have the duty of conducting routine communications with the C.S.C. on financial matters including the provision of estimates for expenditure. The Treasurer may be the captain or member of any of the DUQC teams.
17. The Treasurer and the Chairperson shall be jointly responsible for the financial affairs of the Society. Although the affairs of the Society shall be in general conducted according to the vote of all of the members of the Committee, if the Committee over-rules the advice of the Chairperson and the Treasurer on a major financial matter or the Committee proceeds in the absence of the Chairperson and the Treasurer on such a matter, then the Chairperson and the Treasurer shall either accept responsibility for the decision, or communicate directly and immediately with the Treasurer of the C.S.C. in which case the Committee shall hold responsibility for the consequences of the decision in question. If only one of the said officers dis-associate himself/herself from the decision, then the other officer shall assume complete responsibility; neither will the officer disassociating himself/herself be forced to accept responsibility by the vote of the Committee or of the Society, though they may be called upon to resign by the due process of the Society in which case such former officer shall bring the case to the notice of the C.S.C.
18. The Public Relations Officer will be responsible for the advertisement and communication of the society to the student population. They will be responsible for holding the annual student recruitment drive.
19. The Treasurer or the Chairperson or any persons may be requested to appear before the C.S.C., or officer or sub-committee of the C.S.C. to provide information concerning the finances of the Society. If a prima facie case exists that Society funds have been misused or mis-appropriated, the C.S.C. may ask the Senior Dean to declare the person or persons concerned indebted to the College, in which case they may not be permitted to register for the following academic year or to have their degree conferred.
20. The Treasurer shall close his/her accounts on the last day of February of each year and thereafter as soon as may be possible shall arrange for the accounts to be audited as provided by the C.S.C. and these accounts shall be presented to the Committee of the Society and the C.S.C. for approval.

21. All cheques and withdrawal forms from the Society's bank account shall be signed by two of the designated officers: who shall be the Chairperson, Treasurer and Secretary.
22. The ordinary members of the Committee shall be delegated any other duties by the Chairperson as are seen fit.
23. **Amendments:**  
This constitution may be amended by a vote of two-thirds of the ordinary members present at an Extraordinary General Meeting or an Annual General Meeting.  
Notices of such amendments must be given to the Committee before the time set for such a General Meeting and to the Chairperson of that meeting before he/she takes the chair.
24. This constitution is binding as and from the date of being approved by both the Society and the C.S.C.

Date ratified by CSC: 8<sup>th</sup> October 2015