

1. **NAME of Society:** Trinity College Dublin Muslim Students Association  
(T.C.D.M.S.A.)

2. **AIMS:**

1. To contribute to the cultural enrichment of the diverse college communities.
2. Establishing and promoting TCD to other international Islamic student societies.
3. To promote friendly relations between Muslims and Non-Muslims
4. Conduct social and cultural activities in the best traditions of Islam.
5. To promote unity and provide a support group for Muslim Students.
6. Offering to educate interested members of the campus community on aspects of Islam.
7. Participation in interactive dialogues and discussions amongst other TCD societies.

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 €2.00 or such other figure as shall be decided by the committee within the limits determined by C.S.C.

4. **THE COMMITTEE:**

The committee officers: the Auditor/Chairperson, the Secretary, the Treasurer and 4 committee members.

5. The committee shall meet at least once a week during term. The general function of the committee shall be to overlook and fulfill the aims of the society.
6. Officers and committee members may be removed from office before the completion of their term of office only by a 60% majority (or 10 ordinary members of those members general meeting whichever is the lesser).

7. **THE ANNUAL GENERAL MEETING AND GENERAL MEETINGS:**

The Annual General Meeting of the society shall be held in the 4<sup>th</sup> week of Michaelmas Term

A notice shall be posted on the society's notice board 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 and staff but only full/ordinary members of the society shall be entitled to vote.
9. At the meeting the officers shall read their reports of the society's activities for the year and the elections of a new committee shall take place.
10. A general meeting of the society may be called by the committee or by 10 members of the society presenting a signed petition to the committee. Three days notice as provided for in the case of the annual general meeting shall be given.
11. Extraordinary general meeting of the society may be called following the procedure set out above for general meetings.

12. Candidates for election must be full/ordinary members of the society, and each candidate must be nominated and seconded by a full/ordinary member.
13. No person shall be admitted to membership less than 4 hours before an annual general meeting or extraordinary general meeting.
14. **THE OFFICERS**

The Auditor/Chairperson shall oversee the general running of the society and shall be answerable to the committee.
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.
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 communicating with the C.S.C. on financial matters, including the provision of estimates for expenditure.
17. The Treasurer and the Auditor 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 Auditor and the Treasurer on such a matter, then 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 disassociate 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 Treasurer or the Auditor or any persons may be requested to appear before the C.S.C., or officer of sub-committee of 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 misappropriated, 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.
19. The Treasurer shall close his/her accounts on March 31st or 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.

20. All cheques and withdrawal forms from the society's bank account shall be signed by two of the designated officers who shall be the Auditor/Chairperson, Treasurer and Secretary.
21. The ordinary members of the committee shall be delegated any other duties by the auditor as are seen fit.
22. **Amendments:**  
This constitution may be amended by a vote of a majority of those present at an extraordinary general meeting or an annual general meeting, with a 2/3 majority necessary. 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.
23. This constitution is binding as and from the date of being approved by both the society and the C.S.C.