

DU Neuroscience Society Constitution

1. Name: The Society shall be known as the Dublin University Neuroscience Society (DU NeuroSoc).

2. Objectives: The objectives of the Society shall be:

- a) to fund, organize, and publicise a series of neuroscience talks at Trinity College (including the ongoing Neuroscience Seminar Series at Trinity College Institute of Neuroscience).
- b) to organize events where students and staff with an interest in neuroscience can meet and socialise.

3. Membership: Membership shall be open to all undergraduate and postgraduate with an interest in neuroscience. Ordinary membership shall be granted to members in return for a subscription of €2.00 or such other figure as shall be decided by the Committee or Annual General Meeting within the limits set by the C.S.C. Members of staff of the college may also join the society.

4. The Committee: The Committee shall consist of the following officers: the President, Vice President, Secretary, Treasurer, PR Officer, Entertainment Officer (ENTS) and one representative committee member.

5. The Committee shall meet at least once during the term. The function of the committee shall be to fulfil the objectives of the society, and to bring society events to the attention of the members of the society. A majority vote shall be required for a motion to be passed or decisions of general importance made.

6. Officers and Committee members may be removed from office before the completion of their term of office only by a two-thirds majority 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 in the second week of Trinity Term. A notice shall be posted on the Society's notice board or otherwise 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 Annual General Meeting shall be open to all student and staff members of the Society, but only full/ordinary members of the Society shall be entitled to vote. The current President shall chair the meeting.

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 60% 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 full/ordinary members of the Society, and each candidate must be nominated and seconded by a full/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 President and Vice-President 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,
- keeping the minutes of all meetings of the Society and of the Committee,
- providing 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,
- the collection of subscriptions,
- 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.

17. The Treasurer and President shall be jointly responsible for the financial affairs of the Society. If the President is not available for any reason, the Vice-President shall be responsible in his/her place. 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 Treasurer and President or Vice-President on a major financial matter, or the Committee proceeds in the absence of these three, then the President, Treasurer and Vice-President 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 disassociates 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. Any officer 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 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 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. 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

- President or Vice-President
- and the Treasurer

21. The ordinary members of the Committee shall be delegated any other duties by the President and Vice-President 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. A two-thirds majority shall be required for the amendment to be accepted. 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.