

**The Laws
Of The
College Theological Society**

Founded 1830

Contents

CHAPTER 1	Fundamental Laws
CHAPTER 2	Members
CHAPTER 3	Election of Officers & Committee
CHAPTER 4	The President
CHAPTER 5	The Auditor
CHAPTER 6	The Honorary Secretary
CHAPTER 7	The Honorary Treasurer
CHAPTER 8	The Honorary Records Secretary
CHAPTER 9	The Honorary Librarian
CHAPTER 10	The Honorary PR Officer
CHAPTER 11	The General Committee & Sub-Committees
CHAPTER 12	Standing Orders
CHAPTER 13	Awards
CHAPTER 14	Amendments to the Laws

Chapter 1

Fundamental Laws

1. The Order shall be called "The College Theological Society."
2. The objects of the College Theological Society shall be to afford its members opportunity for the study of Christian Theology, and to encourage the practice of written composition, and extempore speaking.
3. The Society shall consist of a President, Vice-Presidents, Honorary Members, Life Members, Associate Members and Ordinary Members.
4. The Committee shall appoint, for a term of one year, a President from among the staff of the University.
5. The Committee shall nominate, and the Society shall elect, Vice-Presidents from among the Senior Members of the University (i.e. those of M.A. standing).
6. The Ordinary General Meetings of the Society shall be held only during the College Arts Lecture Terms. Such meetings shall not be prolonged later than 11.30 p.m., except by permission of the Junior Dean.
7. At every Ordinary Meeting of the Society, the Chair shall be taken by the President, or, if he shall not be present, by one of the Vice-Presidents, or by the Auditor, or by a member of the Society, or by some other person.
8. All Ordinary and Associate Members of the Society shall attend its meetings in Academic Dress.
9. The above Fundamental Laws cannot be suspended, repealed or altered without the consent of the Board of Trinity College.

Chapter 2

Members

I. Ordinary Members

1. All students of the University of Dublin, paying the Capitation Fee, are eligible for Ordinary Membership.
2. The Annual Subscription shall be two Euro (2 EURO), shall become due on the 1st November in each year, and must be paid on or before 1st December following.
3. If any member shall fail to pay his subscription by the 1st December following, he shall *ipso facto* cease to be a member of the Society. A lapsed member, upon payment of all debts due to the Society, shall be readmitted.

II. Honorary Members

1. The Society shall have power to elect Honorary Members, the names of the candidates to be first submitted to the Committee, and if approved by them, to be proposed and seconded at an Ordinary Meeting of the Society, and at the next meeting to be elected by ballot. A majority of at least two-thirds of the House shall be necessary for election. The quorum for such election shall be eighteen.
2. Honorary Membership shall be open only to ex-officers of the Society, or to those who have received any of the Society's medals, or to distinguished men of letters, or to notable friends of the Society, subject to the conditions laid down in the previous law.
3. Honorary Members shall have the right of attending and speaking at all General Meetings of the Society, without payment of the Annual Subscription; but they shall not have the right of competing for any of the Medals or Prizes, nor shall they be eligible as candidates for any of the Offices or Seats on the Committee.

III. Associate Members

1. The Society shall have the power to elect as Associate Members students who are in the University not paying a Capitation Fee, or who are reading a Christian Theological course outside the University, or are staff of the University.
2. Associate Members shall be entitled to take part in Public and Private Business, shall be eligible for awards, but shall not be eligible to vote on any issue before the House, or to stand for election to Office or Committee.
3. The Annual Subscription for Associate Members shall be two Euro (2 EURO), and shall be subject to the same laws as the subscription for Ordinary Members.

IV. Life Members

1. Life Membership shall be open to all former members of the Society.
2. Candidates for Life Membership, on application to the Hon. Secretary, shall be nominated by the Committee and elected by the Society. A two-thirds majority shall be required for election. The quorum for such an election shall be eighteen.
3. The subscription for Life Membership shall be ten Euro (10 EURO), to be paid within four weeks of election.
4. Life Members shall have the right of attending, and speaking at, all Meetings of the Society, without payment of the Annual Subscription; but they shall not have the right to vote, nor to compete for the Medals or Prizes; nor shall they be eligible as candidates for any of the Offices or Seats on the Committee.

V. Friends Of The Society

1. Life Friends of the Society shall be those seeking to help the Society by a single subscription of five Euro (5 EURO) or more.
2. Life Friends and Annual Friends shall be sent annually, after the last Public Business Meeting of Hilary Term, a report of the activities of the Society during the Session.

3. Life Friends and Annual Friends shall be sent an invitation to the Inaugural Meeting in each Session.

Chapter 3

Election Of Officers & Committee

1. The Officers of the Society shall be the Auditor, the Hon. Secretary, the Hon. Treasurer, the Hon. Records Secretary, the Hon. Librarian and the Hon. PR Officer, and shall take precedence in this order.
2. The Committee shall consist of the Officers of the Society, four other members.
3. A Library Committee may be appointed by the General Committee, to consist of three Ordinary Members who have not previously held Office or Seat on the Committee. The Library Committee need not be appointed until the new Session has begun. In the event of a vacancy, the General Committee may elect a member to fill the vacancy.
4. Nominations to Office in the Society and to Seats on the Committee shall be received by the Auditor at least one month before the last Meeting of Hilary Term, and the results of the elections declared on the last night of the Session. Balloting Papers shall be distributed at least two weeks before the last Meeting of Hilary Term, and Ordinary Members may be nominated, subject to their having completed the requisite number of speeches before the Balloting Papers are sent out.
- 5(a) Every candidate for Office must be an Ordinary Member, must have attended four General Meetings.
- (b) (i) Every candidate for a seat on the General Committee must be an Ordinary Member of the Society, and must have attended three General Meetings.

(ii) In the event of a student being granted a sabbatical year as part of his course, the credits obtained in the year prior to the sabbatical year shall stand for the Session during which he shall be absent.
- (c) When a candidate's membership has lapsed in accordance with Ch. 2. para. 4. speeches subsequent to the date on which his membership lapsed shall be no qualification until the subscription be paid.

- (d) No person shall hold Office or occupy a Seat on the Committee who has not paid the College Capitation Fee.
- 6(a) Each candidate for the Office of Auditor must, in addition to the conditions of the previous Law, be at least of rising Junior Sophister status, who shall not have completed his course before the end of the Session in which he is nominated.
- (b) Every candidate for the Office of Auditor must have been on the books of the Society by the second last meeting of the Michaelmas Term in which he is nominated.
- 7(a) Any member of the Committee absenting themselves from two successive Meetings of the Society, or of the Committee, without adequate excuse to the Society shall lose their seat on Committee. Any member officially representing the Society on its usual night of meeting at a College function or on a College Committee (such as the Students' Union) shall be credited with attendance for that Meeting.
- (b) (i) The Auditor or a two-thirds majority of the quorate Committee present and voting may ask for the resignation of any Officer of the Society whose conduct of the affairs under his charge is or has been unsatisfactory.
- (ii) In the case of the Auditor only, the request of the President of the Society is required in addition to the matters set out in (i) above.
- (iii) The Officer in question shall not vote under Rule 7(b)(i) above.
- (iv) For the purposes of this rule, "Officer" shall include "Auditor". The term "Officer in question" shall mean the Officer whose resignation is asked for in accordance with (i) above.
- (v) Should the Officer in question refuse to resign in accordance with a request made under (i) above, the Auditor shall give notice of the request of resignation and list the reasons for that request and post such notice in the rooms of the Society so that it may be examined by the Members.
- (vi) Should the Auditor be the Officer in question, his functions under (v) above shall be performed by the next most senior Member of the Committee.
- (vii) The notice under (v) above shall be in the form set out below:

The Auditor and Committee hereby ask for the resignation of (the Office & name of the Officer to be filled in here) in accordance with Ch.3 Rule 7(b). The following are the reasons for the request (the reasons to be filled in here).

(viii) The said notice shall be deemed to be a Notice of Motion for all purposes of Ch. 9 save as set out below. Notwithstanding Rule 6 (a) of Ch. 9, the time allowed for individual speeches on such a motion shall be limited to such time as is necessary to deal with the point raised. This is to be determined by the Auditor (or the Secretary should the Auditor be the Officer in question).

No amendment may be made to a motion under (iix) which shall stand or fall as stated.

(ix) At the end of a debate on such a Motion, the Motion shall be put to the House and voted on.

(x) In order to defeat the Motion, a majority or three-quarters of the House excluding the Officer in question shall be required, and if obtained the Officer's post shall be confirmed as regards the reasons specified in the Motion.

(xi) If a majority of three-quarters is not obtained, the Motion shall be carried and the results shall be binding on the Officer in question and he shall accede to the Motion.

(xii) Should the Officer in question not comply with (xi) above, his post shall be deemed to have become vacant and Rule 8 of Ch. 3 shall take effect.

(xiii) The Officer in question shall not be present in the House when the vote on the Motion is taken.

8. In the event of an Office or Seat on the Committee becoming vacant during the course of the Session, the Auditor shall give notice that he will receive nominations on the next night of meeting, and the election shall take place by ballot on the night following the night of nomination.
- 9(a) No person shall be elected to any Office at any by-election who has not been an Ordinary Member attending three general meetings in the term of by election or the previous term.

- (b) No person shall be elected to any seat on Committee at any by-election who has not been an Ordinary Member attending two general meetings in the term of by election or the previous term.
 - (c) No person shall be eligible to vote at any by-election during the Michaelmas Term who has not attended at least two meetings in that term, and no person shall be eligible to vote at any by-election during any term who has not attended at least three meetings during that Session.
 - (d) If an insufficient number of candidates meet these criteria, then they may be altered by the Auditor and Committee.
10. In all cases candidates must be Ordinary Members of the Society.
 11. No person shall be elected to the same Office more than once, except in the case of the Hon. Treasurer who may be re-elected provided a satisfactory report is received from the Auditing Sub-Committee on the night of nomination.
 12. Candidates for any of the Offices at the General Elections must be nominated on the night, by two ordinary members of the committee and affirm their intention, if elected, to hold office until the end of the ensuing Session.
 13. No member of the Society shall, either in person or by any agent, canvass for his election to any of the Offices or Seats on Committee.
 14. The conduct of the General Election shall be in the hands of a Balloting Committee. This Committee shall consist of all the Officers and Members of the Committee who are not candidates at the election, provided that there shall be four such persons. In the event of there not being four such persons available, the Society, before its last meeting in Hilary Term, shall elect a Member or Members who are not candidates for Office or Seat on Committee to fill the vacancy or vacancies. The Auditor shall be Chairman of the Balloting Committee, and the next senior Office or Member shall act as Secretary. Three shall form a quorum.
 15. The Balloting Committee shall cause the balloting papers to be prepared ensuring that there is one for each member thereto entitled. The balloting papers shall contain the names of all the candidates arranged according to their seniority in the Society, with a note to that effect, together with the names of their proposers and seconders. Voting shall be by secret ballot, and shall take

place in the Society's rooms, or in some other place designated by the Balloting Committee.

16. The Balloting Committee shall keep a list of all the Members eligible to vote. They shall scrutinise the papers when returned, and present a report to the Society on the last night of meeting, stating the result of the election, the number of papers prepared, and those completed. The Balloting Committee shall destroy the papers by fire when scrutinised.
17. Whenever, in scrutiny, there appears an equality of votes for two or more candidates, the candidate who is senior on the books of the Society shall be declared duly elected.
18. The seniority of candidates shall in all cases be determined by the amount of meetings they have attended in the session.
19. No Member shall record a vote at the General Election unless he has obtained credit in the Membership book for attendance at three Ordinary General Meetings of the Society during the Session, and no Member who is indebted to the Society shall record a vote.
20. No objection against the validity of any election shall be entertained unless a notice of motion impeaching such election be given on the night of declaration of the election. Such motion must be brought forward at the next Ordinary General Meeting, except in the case of the General Election, when such objection shall be disposed of at an Extraordinary General Meeting held for that purpose, to be called in compliance with the provisions of law.

CHAPTER 4

THE PRESIDENT

1. The Committee, upon being elected for the new Session, shall appoint at its first Committee Meeting a President, who shall take office at the Inaugural Meeting in Michaelmas Term. The term of office shall be for a period of one year, to terminate at the Inaugural Meeting of the following Session.
2. In Hilary Term the President may read a paper before the Society.
3. At the first Meeting of Michaelmas Term, the Committee shall nominate in writing unto the President for the incoming Session, a date in Hilary Term for the President's Meeting.

CHAPTER 5

THE AUDITOR

1. The Auditor shall be the Chief Officer of the Society. They shall preside during the transaction of Public and Private Business and shall be immediate interpreter of all questions of law and order then arising. The Auditor shall have power to fine members for all breaches of law and order up to 5 times the sum of the annual subscription. In cases of repeated breach of order, or disorderly conduct, the Auditor shall have power to suspend a Member for the night.
2. Any ruling by the Auditor shall be subject to an appeal to the Society. No such appeal, however, shall be permitted, unless the ruling in question shall have been taken down by the Hon. Secretary at the request of the appellant, and a notice of motion to have the ruling rescinded been handed in, during the meeting at which the ruling was given.
3. The Auditor shall have power to refuse all motions which, in his opinion, are frivolous or improper. It shall also devolve upon the Auditor to see that no speaker exceeds the allowed time, and generally that all the laws and customs of the Society are observed.
4. It shall devolve upon the Auditor to ensure that the chairs of all the Officer are occupied throughout each meeting of the Society.
5. The Auditor shall appoint tellers on all divisions, whether of business or debate.
6. The Auditor shall deliver an Inaugural Address of not more than forty minutes' duration on a night of meeting early in Michaelmas Term; and in the case of the Auditor's being unavoidably prevented from doing so, the Committee shall appoint a substitute.
7. The Auditor may, at their discretion, cause to be printed and published, the Inaugural Address, at their own expense, the Society paying only for the printing of any appendix thereto, containing information with regard to the Society.

8. The power of calling an Extraordinary General Meeting of the Society shall be vested in the Auditor and Committee, or in the Auditor alone if he be petitioned by ten Ordinary Members, provided only that a week's notice of each meeting be given to the Society.
9. The Auditor shall, at the conclusion of each meeting, sign the lists in the Attendance Book of those members who have attended the meeting, and of those who have spoken before the Society.

CHAPTER 6

THE HONORARY SECRETARY

1. The Honorary Secretary shall act as Secretary to the Society and shall conduct the correspondence of the Society.
2. The duty of obtaining set speakers at the Ordinary Meetings of the Society shall devolve on the Honorary Secretary, who shall, at the commencement of each term, forward to the President a list of the subjects of the essays to be read during that term.
3. The Hon. Secretary shall keep a copy of the Laws incorporating the latest amendments.
4. At the opening Meeting of a Session, the Minutes of the previous Meeting shall be taken as read, and signed, subject to confirmation at the following Meeting.
5. Whenever an Officer or Member of the Committee has been absent either from Public or Private Business Meetings of the Society, the Hon. Secretary shall endeavour to ascertain whether there be sufficient excuse for the absence of such Officer or Member of Committee. If, however, any Officer or Member has been absent from more than two Meetings in any one term, the Hon. Secretary must bring the matter before the Committee for discussion.
6. The Hon. Secretary shall call the Auditor's attention to the breach of the rules of the Society, and to the existence of any vacancies in the Offices or Seats on the Committee.
7. The Hon. Secretary shall present to the Society the Secretary's report at the Annual General Meeting, in accordance with Chapter 11, Section 11, paragraph 5 of the Society's laws.

CHAPTER 7

THE HONORARY TREASURER

1. The Honorary Treasurer shall receive the subscriptions and fines of Members, and shall keep an account of, and transact, all the financial business of the Society. The financial year shall be deemed to be from April 1 to March 31.
2. The Hon. Treasurer shall publish a list of Members following their admission to the Society.
3. The newly elected Hon. Treasurer shall prepare an estimate of expenditure for the forthcoming Session, and shall lay it before the Committee at their first Meeting after the Inaugural Meeting.

CHAPTER 8

THE HONORARY RECORDS SECRETARY

- 1 The Hon. Records Secretary shall be responsible for all the documentation of the Society's Meetings. He shall distribute to members, at the commencement of each Arts term, printed lists of the subjects of the talks to be held in the Society during that term.
- 2 The Hon. Records Secretary shall be responsible for keeping copies of all papers read to the Society, which he shall bind, and at the end of the Session, present to the Hon. Librarian for cataloguing.
- 3 The Hon. Records Secretary shall cause to be published in the leading papers and Church papers the names of the Officers and Members of Committee annually elected. He shall also be responsible for the forwarding of weekly reports to the newspapers, as shall be thought fit.
- 4 The Hon. Records Secretary shall be responsible for the upkeep of the notice board in the Society's room.
- 5 The Hon. Records Secretary shall keep, in a book provided for that purpose, any report of the proceedings of the Society which may appear in the Press.
- 6 The Hon. Records Secretary shall be responsible for writing, and reading before the Society, the minutes of the previous Private Business Meeting and reading the standing Notices of Motion.
- 7 The Hon. Records Secretary shall keep copies of the Society's laws, which may be purchased by members.
- 8 The Hon. Records secretary shall be responsible for the upkeep and cataloguing of all Society records from the sessions as well as records from previous sessions including posters. This may involve liaising with the Librarian and Sub-Committee on online or library records and with the Hon. PR Officer on posters.

CHAPTER 9

THE HONORARY LIBRARIAN

- 1 The Hon. Librarian shall have charge of the Library of the Society, and shall classify and arrange all therein contained. All communications respecting the Library shall be made to or by the Hon. Librarian, and all purchases of books or periodicals effected by him and the Library Committee. He shall report, on the next meeting, the names of all books bought or presented, and shall enter in the catalogue the relevant information as required by the online Library catalogue before the book is entered into the Library.
- 2 The Hon. Librarian shall be responsible for ensuring that a system be kept in the Society's rooms, for the purpose of recording the names of those members who may from time to time borrow books from the Society's Library. Every borrower must enter her/his name, student number, course, year, the name of the book borrowed and the date of borrowing. The Hon. Librarian shall fine any member failing to comply with this rule not more than the sum of ten Euro (10 EURO).
- 3 Books borrowed from the Library must be returned to the Hon. Librarian within a fortnight of the date of issue and may then be issued for a further like period, if there be no applicant for them. Books may be retained during a vacation with the written permission of the Hon. Librarian.
- 4 All books must be returned to the Hon. Librarian at the end of each term.
- 5 In the event of a breach of Laws 3 or 4 above, the Hon. Librarian shall fine the offender in the sum of ten Euro (10 EURO); and in the event of any book lent being lost, the loser shall either replace the book or refund its value.
- 6 On the advice of the Hon. Librarian the Committee may forbid the removal of any book from the Society Library.
- 7 During the Hilary Term, the Catalogue shall be revised by the Library Committee, or by persons appointed by the Library Committee, and they shall catalogue all completed records of the Society, including the papers presented to the Society during the Session, and they shall produce a report to be presented to the Society at the Annual General Meeting. They shall also revise the inventory of the Society's effects.

- 8 Upon receipt of new material for the Library the Hon. Librarian must firstly present a receipt to the Hon. Treasurer, input all information into the Society's online catalogue system and place the material appropriately within the Library. On such an occasion that a book becomes damaged, it is the responsibility of the Hon. Librarian to attempt to have it repaired.

- 9 The DDN (Dewey Decimal Number) is to be allocated in accordance with the system which exists as of the 179th session of the Society. Therefore the first three digits (before the decimal space) will relate to the topic, the following two digits (following the decimal space) will relate to the author's surname and any number thereafter will relate to this surname alphabetically. For example: The name of the book entitled Judaism by Dan Cohn-Sherbok has a DDN of 296.19 - 296 refers to a religious book relating to Judaism while .19 refers to the author's surname (S within Sherbok being the 19th number of the alphabet) and following this, if there were more than one 'S' within the 296 field, additional digits would be added as needed such as 296.191, 296.192 etc.

- 10 The Library of the Society is in the process of undergoing ongoing maintenance and repair, it being the wish of the Society as a whole to have all material within it in perfect order. Therefore, as duties permit, the Hon. Librarian must seek to add to the Library, innovate as to its uses and repair all materials within it.

CHAPTER 10

THE HONORARY PR OFFICER

- 1 The Hon. PR Officer is responsible for the publicising of the Society and its events, both inside and outside college. This includes postering for events, the upkeep of the societies web presence and other jobs the committee may feel fall under the role of PR Officer.
- 2 The Hon. PR Officer shall ensure that at least twelve notices or posters advertising the Society's Public Business Meetings be placed on prominent notice boards within the College.
- 3 The Hon. PR Officer shall maintain the Society's presence on the internet.

CHAPTER 11

THE GENERAL COMMITTEE AND SUB-COMMITTEE

GENERAL COMMITTEE

The Committee shall meet three times at least in each College term. Five shall form a quorum.

The Committee shall have the management of all the ordinary affairs of the Society.

They shall have the power to fill provisionally any vacancies which may occur in the Offices or Seats on Committee during the long vacation.

They shall make all arrangements for the Inaugural Meeting.

They shall have the power to refuse any essay which a member may wish to read to the Society.

Before the end of Hilary Term, and after the last night of meeting, they shall meet to scrutinise the marking papers of the Session in accordance with law, and to conclude any other business connected with that Session; but in any case, they shall relinquish office at the Annual General Meeting.

The First Member of Committee shall have responsibility over catering, organisation and booking of rooms for events.

The Second Member of Committee shall be responsible for ensuring that the Conversation Room is kept reasonably tidy, and encouraging members to help him/her in this duty.

The Third Member of Committee shall enter into a book a list of all members attending each General Meeting, and also a list of those who speak. Credit shall in no case be given to a Member who has attended less than half an hour of Public Business.

The Fourth Member of Committee shall act as Secretary to the Committee.

The General Committee shall keep an up-to-date record of all Honorary Members, Life Members, Presidents, Vice-Presidents and former Officers of the Society, as well as a record of all those who have received any of the Society's awards or medals, or the marked thanks of the Society.

General Committee shall assist the Hon. PR Officer with the preparation of at least twelve posters advertising each Public Meeting.

II SUB-COMMITTEES

- 1 The Auditor shall appoint the Chairman of every Sub-Committee elected by the Society or otherwise constituted, whose duty it shall be to act as Secretary to the Sub-Committee, and to read and propose the report of such a Sub-Committee in person or by deputy. Such appointment shall be notified to the Chairman by the Secretary of the Society. The Chairman shall fix the times of meeting of the Sub-Committee and shall notify the members thereof.
- 2 The Auditor, (save when the law otherwise provideth) shall appoint the time within which all Sub-Committees shall report; and in the case of their failure to report within the specified time, each member shall be subject to a fine of the sum of the annual subscription, unless leave shall have been obtained from the Auditor for an extension of time.
- 3 No report of any Sub-Committee can be made unless signed by a majority of members constituting that Sub-Committee.
- 4 Every report shall be read before the Society and notice given of its proposal at least one week before it can be disposed of by the Society. The Report of the Sub-Committee, when adopted, shall be final. But the Society may reject any reports or part of a report and refer such reports or parts of a report to another Sub-Committee.
- 5 At the penultimate Meeting of Hilary Term, a Sub-Committee shall be appointed, with the Hon. Secretary as Chairman and convenor, along with a member of Committee and an Ordinary Member of the Society who shall be elected by the Meeting. The Sub-Committee will investigate the general performance of the Society with regard to its meetings, rooms, amenities, as well as recommendations for the new Session. The report shall be circulated to the Hon. Members, Life Members, and Friends of the Society on the night of the Inaugural Meeting of the following Session.
- 6 At the penultimate Meeting of Hilary Term the Society shall elect the Auditing Sub-Committee of three non-official members who shall inspect the books of the Hon. Treasurer and draw up a report thereon which shall be laid before the Society on the night of the Annual General Meeting.

CHAPTER 12

STANDING ORDERS

- 1 The businesses of Annual Session shall commence on the first or second Monday night in Michaelmas Arts Term. Eleven Ordinary Members shall form a quorum at any meeting of the Society.
- 2 On each night of meeting Public Business shall commence at seven p.m. At the conclusion of Public Business there shall be an interval before the commencement of Private Business from which strangers shall be excluded.
- 3 The order of proceedings at Public Business shall be as follows:

EITHER:

- (a) After the Chair has been taken, the Minutes of the previous Public Business Meeting shall be read and, if correct, signed by the Chairman.
- (b) A paper shall be read by a member of the Society.
- (c) The Motion "*That the best thanks of the College Theological Society are due to the Essayist for his or her paper*" shall be proposed and seconded by members of the Society.
- (d) Guest speakers shall address the House.
- (e) Members of the Society, and visitors if permitted by the Chairman, shall address the House, with the Members being marked for Oratory by the Committee.
- (f) A discussion may take place and question may be asked, but no participant shall be marked for Oratory.
- (g) The Auditor may address the House.
- (h) The Chairman shall close the discussion.
- (i) The Essayist may exercise his right of reply.
- (j) The Chairman shall adjourn the Meeting.

OR

- (a) After the Chair has been taken, the Minutes of the previous Public Business Meeting shall be read, and if correct, signed by the Chairman.
- (b) A panel of at the most four persons shall deliver a short speech to introduce the topic from their perspective.
- (c) A discussion shall take place.
- (d) The Auditor may address the House.
- (e) The Chairman shall close the discussion.
- (f) The Meeting shall be adjourned.
- (g) This form of meeting should not be used more than twice a term.
- (h) A topic for discussion shall be decided by the Committee and posted in the Room a week beforehand.

OR:

GUEST SPEAKER

- (a) The Committee member who has invited the speaker in shall give a brief introduction to the planned topic and to the speaker themselves; they may also make any pending announcements of society business. In the event said committee member is unavailable, this duty shall fall upon the Auditor or any designated other.
- (b) The guest speaker shall address the house for no longer than one hour and ten minutes, generally fifty minutes.
- (c) The introducing committee member shall allow for applause and checking with the speaker, allow for questions and answers for as long as it is beneficial to do so. This is at the discretion of the chairing committee member and the guest speaker.
- (d) The Committee member shall close the meeting and make some final announcements
- (e) The meeting shall adjourn to a reception in the next room

OR:

DEBATE

(a) After the Chair has been taken, the Minutes of the previous Public Business Meeting shall be read, and if correct, signed by the Chairman.

(b) The House shall be addressed by set speakers, alternating, beginning with the proposing side.

(c) Each side may have a number of guest speakers.

(d) Members, and visitors if permitted by the Chairman, shall address the House, and Members shall be marked by the Committee for Oratory.

(e) The Chairman may address the House.

(f) A division shall be called.

(g) The Meeting shall be adjourned.

(h) The time allowed to speakers is at the discretion of the Auditor.

(i) This form of Meeting should only be used once a term.

(j) A topic for debate shall be decided by the Committee and post in the Room a week beforehand.

- 4 (a) No paper shall last more than 25 minutes.
- (b) The guest speakers to a paper shall be allowed 15 minutes. All other speakers shall be allowed seven minutes each.
- (c) These other forms of Meeting (i.e. debate and discussion) may be used at the discretion of the Committee according to the rules set out above, bearing in mind that the primary activity of the Society is paper-reading, thus encouraging written composition.
- (d) Any person taking the Chair at Public Business shall be asked how he or she would like to be addressed, and in the event of no preference being

expressed, the Chair shall be addressed either as "Mr. Chairman" or "Madam Chairman".

- 5 The Order of Proceedings at Private Business, strangers having withdrawn, shall be as follows:
 - A The Minutes of the previous Private Business Meeting shall be read, and if correct, signed by the Auditor or his deputy.
 - B The Hon. Treasurer shall read out a list of new members.
 - C Communications to the Society read, and if necessary, discussed.
 - D Reports from (a) Officers and (b) Sub-Committees.
 - E Elections and Nominations.
 - F Motions.
 - G Fines (to be remitted or made absolute).
 - H Questions, for which not more than five minutes shall be allowed.
 - I Notices of Motion.
 - J Fines imposed read out for the first time.
 - K Any other business.
 - L Signing of the Attendance Book by the Auditors. (Ch.6, para. 9)
- 6 Laws relating to the Conduct of Private Business:
 - A No speech shall last more than five minutes.
 - B Discussion of motions must cease fifteen minutes before the close of the meeting to allow time for questions and notices of motion and the reading of fines imposed.
 - C No motion shall be entertained by the Society unless (a) the motion is proposed, seconded and dated, and (b) a weeks' notice has been given by the mover; and should the proposer fail to bring forward the motion of which notice has been entertained, such notice shall lapse unless his place

be taken by a deputy who shall have been nominated by the proposer to the Hon. Secretary.

D Not more than one amendment to a motion may be before the House at any one time.

E When an amendment is adopted, the motion as amended shall then be treated as a substantive motion and may be subject to further amendment.

F The proposer of any motion shall have the right of reply before any division is taken thereon; but this right does not extend to the proposer of an amendment.

G No member against whom a fine has been made absolute may speak during Private Business until the said fine has been paid.

7 The following Motions shall be privileged and may be proposed and seconded at any time during Public and Private Business without previous notice:

1 That the House do now adjourn.

2 That Standing Orders be suspended.

3 That leave of absence be granted.

4 That a vote of thanks, congratulations or sympathy be passed.

5* That the Chairman do vacate the Chair and that Mr. X do take it.

6* That the Auditor do now close the discussion or debate. (This may only be proposed during Public Business).

7 That this House do resolve itself into a Committee.

8 That the speakers be or be not heard.

9* That the question be now put.

10* That the motion before the House be withdrawn.

11 That the fine imposed on A.B. be rescinded. (This may only be proposed at Section G in the Order for Private Business).

12* That a rejected motion be permitted to be reintroduced.

13 That the motion before the House be amended to read.

8 Laws relating to the discussion of Privileged Motions:

A The normal debating procedure shall obtain for all Privileged Motions not marked in the Laws with an asterisk. Those so marked must be put to the House without debate, save that the Auditor may, at his discretion, require the proposer of the Motion to state his reason.

B No more than two Privileged Motions can be before the House at the same time.

C No Privileged Motion shall be entertained by the House unless it is presented in writing with the signatures of the proposer and seconder attached and unless proposer and seconder are present to move the Privileged Motion.

CHAPTER 13

AWARDS

- 1 Either a silver medal or a certificate shall be awarded to the member adjudged the best of the Session, and a second certificate may be awarded to that next in merit. The initial judging of the essays shall be performed by the Committee of the Society. The Committee will submit the five best members of the Session to three judges appointed by the Committee.

The Committee will also recommend to the Society at the last Meeting of Hilary Term whether a medal or certificate should be awarded. This recommendation shall be implemented unless a majority of two-thirds of the House shall oppose it.

The award shall be known as the Kelly prize for excellence.

- 2 Either a silver medal or a certificate shall be awarded to the speaker, guest or debate, adjudged to be the best of the Session. A second certificate may be awarded to the speaker next in merit.

The Committee will consider the candidates eligible for award and will recommend to the Society at the Annual General Meeting whether a medal or certificate should be awarded. This recommendation shall be implemented unless two-thirds of the House shall oppose it.

The award shall be known as the Phillips prize for oration

- 3 No member may obtain the same award twice or the same award of a lower standing in the same subject, nor shall any awards be made to any ex-Auditor.

CHAPTER 14

AMENDMENTS TO THE LAWS

- 1 (i) The Laws of the Society shall not be repealed, altered or added to, except at a General Meeting, at which not less than 15 Ordinary Members shall be present.
- (ii) Due notice of proposed changes in the Laws shall be posted in the Society's room.
- (iii) A majority of at least two-thirds shall be necessary for such alterations.
- (iv) No alteration shall come into force until the commencement of the following Session, unless special provision is made in the motion for alteration.

23rd October 2012