

Dublin University Hiking Society Constitution

1 Name

The Society shall be known as 'Dublin University Hiking Society', otherwise referred to as 'Trinity Hiking'.

2 Objects

The object of the Society shall be to promote and encourage participation in the activity of hillwalking within the College community. The Society shall organise regular trips so as to achieve this.

3 Membership

3.1

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 3 euro or such other figure as shall be decided by the Committee or Annual General Meeting within the limits set by the C.S.C.

3.2

Graduates of the University shall be eligible for associative membership on the recommendation of the Committee but shall not have the right to vote or stand for election.

4 The Committee

4.1

The Committee shall consist of the following officers: Chairperson, Treasurer, Secretary, Training and Safety Officer, Hike Co-ordinator, Public Relations Officer, Trips Officer, Events Officer and a number of ordinary committee members as shall be decided by the Committee annually but not numbering greater than four.

4.2

The Committee shall meet at least once per term but where possible it shall endeavour to meet at least once every two weeks during term time. It shall have the power to regulate any matter whatsoever concerning the Society and its members in their capacity as members, notwithstanding any provision to the contrary contained within this constitution.

4.3

The quorum of the Committee at meetings is the Chairperson (or a member of Committee nominated by he/she) and three other Committee members. In the cases where financial decisions are being made, the quorum must consist of the Chairman, Treasurer and three more officers.

4.4

Officers and Committee members may be removed from office before the completion of their term of office only by two thirds of those members of the Society present at an Extraordinary General Meeting.

4.5

All Committee members present at a Committee meeting shall be entitled to vote on any proposition before it and a simple majority of those present and voting shall be necessary to carry it. In the event of a tie, the Chairperson shall have a second or casting vote.

5 The Annual General Meeting and General Meetings

5.1

The Annual General Meeting of the Society shall be held during the 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.

5.2

The meeting shall be open to all capitated students and members of academic staff, but only ordinary members of the Society shall be entitled to vote. The current Chairperson will chair the meeting, and in their absence, the Treasurer will chair it.

5.3

In determining the date on which the Annual General Meeting shall be held, the Committee shall have as their primary consideration the facilitation of the greatest possible attendance of eligible voters.

5.4

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.

5.5

A general meeting of the Society may be called by the Committee or by two thirds 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.

5.6

An Extraordinary General Meeting of the Society may be called following the procedure set out above for General Meetings.

5.7

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.

5.8

Anyone admitted to membership less than 24 hours before an Annual General Meeting or Extraordinary General Meeting shall not be entitled to vote or stand for election at said meeting.

5.9

In order to be entitled to vote or stand for election, ordinary members of the Society must have demonstrated prior interest in the Society; namely, by having attended at least one hike or trip organised by the Society.

6 The Officers

6.1

The Chairperson shall oversee the general running of the Society and shall be answerable to the Committee. All candidates for the position of Chairperson must have previously served a full year on the Committee of the Society. In the event of there being no valid nominations for the position as a result of this, the outgoing Chairperson shall reserve the right to waive this requirement.

6.2

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.

6.3

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.

6.4

The Training and Safety officer will be responsible for ensuring that all training and safety needs of the Society are met. They shall be responsible for maintaining a safety policy, the content of which shall be set out by a joint decision of the Chairperson and the Training and Safety Officer. It shall be every committee member's responsibility to ensure that this safety policy is adhered to at all times. The Training and Safety Officer shall be responsible for assessing any training requirements of the Society and organising such training. They shall be responsible for maintaining a list of the Society's equipment and ensuring that the equipment is kept in working condition.

6.5

The Hike Coordinator shall oversee the logistics of hikes during the year. They shall be responsible for coordinating transport for the Society's hikes, namely communicating the necessary information regarding date, time and route to the transport provider for the hike. They shall also oversee the schedule of hikes and ensure that each hike has an appointed leader.

6.6

The Public Relations Officer will be responsible for publicizing the events of the society and managing the society's online presence.

6.7

The Trips officer will be responsible for organising all extended trips for the Society's members.

6.8

The Events Officer will be responsible for organising all social and speaker events for the benefit of the Society's members.

6.9

The ordinary members of the Committee shall be delegated any other duties by the Chairperson as are seen fit.

7 Finances

7.1

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 dissociate 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.

7.2

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 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.

7.3

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.

7.4

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.

8 Interpretation

8.1

If, at any time, circumstances arise for which there is no provision in this Constitution, the Committee shall take such action as seems reasonable and necessary. If the interpretation of this constitution is called into question, the Chairperson will make a ruling on a temporary basis.

8.2

Any such actions as per Section 8 shall be deemed valid until reviewed at an extraordinary general meeting or annual general meeting.

9 Amendments

9.1

This constitution may be amended by a majority 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.

9.2

This constitution is binding as and from the date of being approved by both the Society and the C.S.C.

Date ratified by the Society: 15th April 2021

Date ratified by C.S.C: **19th April 2021**