

Clare College Graduate Society Constitution

1. The Society

(1) There shall be a body to be called the Clare College Graduate Society (informally called the Clare College Middle Combination Room Society or MCR), and hereinafter referred to as the Society.

(2) The membership of the Society shall consist of full members and associate members. The rights and privileges of full members and associate members shall be as described in the standing orders.

(3) The following members of Clare College shall be eligible automatically for full membership of the Society:

- (a) All resident graduate members of Clare College in statu pupillari, "graduate members" being those who are registered for one of the degrees described in the standing orders;
- (b) Affiliated students holding a first degree, as defined in the standing orders.

(4) Associate membership may be offered to any person not eligible automatically for full membership, as defined in the standing orders.

(5) Any eligible person not wishing to be a full member shall serve written notice to that effect to the President of the society. Any such person shall not in consequence be unfairly disadvantaged with respect to provision of services or otherwise, but shall not be eligible for associate membership.

(6) The Committee may offer full membership in the Society to any member of Clare College who does not qualify automatically for full membership under section 1(3). Alternatively, the Committee may allow a member of Clare College access to the Middle Combination Room without membership in the Society.

(7) Only full members of the Society shall be entitled to vote at General Meetings, Elections and By-elections of the Society. Only full members of the Society shall constitute a quorum or be counted in the number of persons required to form a quorum.

(8) The society shall operate in a fair and democratic manner in accordance with the provisions of the Education Act 1994.

2. Functions of the Society

(1) The functions of the Society shall be:

- (a) To organise and provide social and recreational facilities and activities for its members;
- (b) To provide observers or representatives to attend the meetings of any Clare College or University body, the constitution of which allows representation or attendance by graduate students, provided that this is judged to protect the interests and promote the general welfare of the members of the Society.

3. The Committee

(1) The general management of the Society and the performance of the functions referred to in section 2 shall be vested in a Committee. The Committee shall act in accordance with relevant decisions taken by General Meetings. If the committee is incapable of acting the general meeting may exercise any of its powers, and the Senior Treasurer shall be empowered to call general meetings for this purpose.

(2) The Committee shall consist of the following seven executive officers, all of whom must be full members of the society:

- (a) President;
- (b) Vice-president;
- (c) Secretary;

- (d) Junior Treasurer;
- (e) Bar Managers (2); and
- (f) Social Secretaries (2)

(3) The executive officers shall be elected as prescribed in section 5.

(4) In order to assist the executive officers in the performance of their functions, the Committee may also consist of any such non-executive officers as are described in the standing orders. Non-executive officers must be members of the Society and shall be elected as prescribed in section 5. Non-executive officers shall be able to attend and vote at Committee meetings.

(5) The Committee may add non-executive officer positions to the standing orders as described in section 16(3), but any and all newly created such positions must be filled through election or by-election and may not be filled by co-option.

(6) The quorum for a committee meeting shall be whichever is the smaller of four or all of the executive officers holding office at the time of the meeting.

(7) The President shall undertake liaison with the Union of Clare Students (UCS), or shall delegate another elected member of the Committee to undertake this task.

(8) If any section of this Constitution assigns a duty or duties to a particular officer and that officer position remains unfilled then the duties so assigned shall be assigned to either the most senior executive committee member in office as defined in part 1 of standing order D, or such other officer as the Committee may decide.

4. General Meetings

(1) The General Meeting shall be the sovereign body of the Society.

(2) The following General Meetings shall be held each year:

- (a) A Budget General Meeting, to be held in the Michaelmas term, and not later than the division of the Michaelmas term;
- (b) An Annual General Meeting to be held no later than the Friday following the division of the Easter Term. The Society's accounts shall be presented to the Annual General Meeting.

(3) The Secretary shall give the Society at least seven days notice of these General Meetings, by posting a notice clearly displayed in a place easily accessible to all members of the Society; and/or by communication via the Society's electronic mailing list.

(4) The Secretary shall call a Special General Meeting of the Society to be held within fourteen days of receiving a written request signed by not less than fifteen full members of the Society.

(5) The Committee may call a Special General Meeting at any time, even if fewer than four executive committee members are in office. If there are no remaining executive officers, the Senior Treasurer may call a special meeting in accordance with section 3(1).

(6) The Secretary shall give the Society at least seven days notice of any Special General Meeting, in the manner directed in 4(3) above.

(7) Motions to be moved at any General Meeting shall be proposed and supported by not less than three full members of the Society.

(8) Motions signed by the supporters shall be presented to the Secretary not less than three full days before the General Meeting.

(9) Motions not received until after the deadline shall be included in a General Meeting as emergency motions if they:

- (a) comply with section 4(7) above; and
- (b) are deemed by the General Meeting to be of sufficient importance not to await the next General Meeting.

(10) The Secretary shall give not less than two days notice of the Agenda of a General Meeting, in the manner prescribed by 4(3) above.

5. Election of Committee

(1) The election of the committee, and any by-election, shall take place in accordance with Standing Orders approved under this constitution.

(2) Members of the Society shall be eligible to hold office as described in sections 3(2) and 3(4). No member of the Society may be a candidate for more than one executive committee position.

(3) A committee member shall hold office until the official handover date (which shall be no earlier than the general election and no later than the end of Easter Term), or until he or she resigns or otherwise becomes incapable of holding office, whichever is the sooner.

(4) On the occasion of a vacancy for an executive officer position arising on the Committee, a by-election shall be held in accordance with standing orders, unless the vacancy occurs within the period three weeks prior to the general election, when no action shall be taken to fill the vacancy until the election.

(5) On the occasion of a vacancy for a non-executive officer position arising on the Committee, a candidate can be co-opted by a vote of a simple majority of the whole Committee. This procedure cannot be used to fill a vacancy in the slate of executive officers, or to fill a newly created non-executive officer position. Such vacancies are to be handled in strict accordance with the standing order on by-elections.

6. Decisions Taken by General Meetings

(1) No General Meeting shall be quorate unless one quarter of the full membership or fifteen full members, whichever is the fewer, shall be present. Decisions taken at quorate General Meetings shall be binding on the Committee and all the members of the Society.

(2) Decisions at General Meetings shall be taken in accordance with Standing Orders.

7. Motions to Amend the Constitution

(1) Notwithstanding sections 4 and 6, the following shall apply to all motions to amend the Constitution.

(2) Within fourteen days of the Secretary of the Society receiving written notice from not less than fifteen full members of the Society, or from the Committee, of a proposed amendment to this Constitution, the Committee shall hold a General Meeting.

(3) A General Meeting called to amend the Constitution shall take place during Full Term.

(4) The Secretary of the Society shall give the Society at least seven days notice of all proposed amendments to the Constitution, posting a copy of the amendments, clearly displayed in a place easily accessible to all members of the Society; and/or by communication via the Society's electronic mailing list.

(5) Any proposed amendment receiving the support of not less than two-thirds of the full members present at a quorate General Meeting shall become valid from that date, subject to section 7(7).

(6) Voting on amendments to the Constitution shall take place in accordance with standing orders.

(7) Any amendments to this constitution shall be submitted to the Governing Body of Clare College for approval, and must be in accordance with the provisions of the Education Act 1994.

8. Motions to Wind Up the Society

(1) Notwithstanding sections 4 and 6, the following shall apply to all motions to wind up the Society.

(2) Within twenty-one days of receiving written notice from not less than fifteen full members of a motion to wind up the Society, the Committee shall hold a Special General Meeting.

(3) A General Meeting called to wind up the Society shall take place during Full Term.

(4) The Secretary of the Society shall give at least fourteen days notice to the members of any motion to wind up the Society posting a notice clearly displayed in a place easily accessible to all members of the Society; and/or by communication via the Society's electronic mailing list.

(5) Voting on a motion to wind up the Society shall be in accordance with standing orders. A motion to wind up the Society shall require the agreement of at least two thirds of the full members present at a quorate General Meeting.

9. Subscriptions and Entitlements

(1) All graduate members of Clare College shall be entitled to the facilities provided by Clare College in the Middle Combination Room (MCR) and financed from capitation fees, and to any other facilities also financed from capitation fees.

(2) The Society may invite its members to pay an annual subscription, at a rate fixed from time to time by any General Meeting of the Society, into the Junior Treasurer's account (as defined in section 11(1)). Different subscription rates may be fixed for full members and associate members.

(3) Payment of this subscription will entitle members to use the facilities financed by the Junior Treasurer's account, in addition to those rights mentioned in 9(1) above.

(4) The Committee may waive the subscription described in 9(2) above for any member who is judged by them to be unable to pay due to financial hardship.

(5) The Committee shall write to all new graduate students of Clare College at the start of the academic year explaining the above situation with regard to membership, entitlements and subscriptions.

(6) Unless a reply is received to indicate that a member of the Society does not wish to pay the subscription it shall be charged to the member's College bill.

10. General Financial Duties

(1) Excluding sums specifically approved by motions passed at General Meetings of the Society, and excluding sums necessary to make arrangements approved by such motions, the Committee shall not incur expenditure from the Junior Treasurer's account in excess of twenty percent of the income derived from members' subscriptions paid during its term of office.

(2) At the Budget General Meeting (section 4(2)(a)) the Society shall agree a budget for the coming accounting year (section 11(2)) and submit it to the Senior Treasurer for approval on behalf of the Governing Body of Clare College.

(3) The facilities and activities provided by the Society are available to all members, subject to section 9(3), and no specific allocations shall be made to groups or clubs within the Society.

(4) The Society shall so conduct its affairs that its revenue shall be sufficient to meet the charges properly chargeable thereto, taking one year with another.

11. Duties of the Junior Treasurer

(1) The Junior Treasurer shall manage the affairs of the Society in accordance with section 10. In particular they shall keep and administer the funds described in section 9(2), in an account to be called the Junior Treasurer's account.

(2) The retiring Junior Treasurer shall present for the approval of the AGM a statement of annual income and expenditure and the balance sheet, for the accounting year of office, defined as starting on the first day of July, relating to the Junior Treasurer's account. The statement shall include details of any donations made by the Society to external organizations in the period to which it relates.

(3) The annual income and expenditure statement shall also be presented to the Senior Treasurer acting on behalf of the Governing Body of Clare College.

(4) A copy of the annual income and expenditure statement and the balance sheet of the Junior Treasurer's account of the Society shall be made available by the Junior Treasurer for inspection by the members of the Society, not less than two days prior to the AGM.

(5) The Junior Treasurer shall present termly accounts to the Senior Treasurer.

12. Duties of the Senior Treasurer

(1) The Finance Committee of Clare College, after consulting with the Committee, and in agreement with the Governing Body, shall appoint a Senior Treasurer, who shall be a fellow of Clare College.

(2) The Senior Treasurer shall keep and administer an account called the Senior Treasurer's Account for the funds not described in sections 9(2) and 11(1).

(3) Any compulsory fees received by the Society from or on behalf of its members shall be paid into the Senior Treasurer's Account.

(4) Expenditure from the Senior Treasurer's Account shall require authorization by one of the following:

- (a) a quorate General Meeting of the Society;
- (b) the Committee, up to a maximum in any academic year of ten percent of the income to the account for that year;
- (c) the Committee and Senior Treasurer jointly, for expenditure to assist an individual member of the Society, or to refund fees, in cases of hardship;
- (d) the Committee and Senior Treasurer jointly, for transfers to the funds of the Union of Clare Students dedicated to expenditure on the annual estimates of that body.

(5) The Senior Treasurer may veto any expenditure if, in their opinion:

- (a) it is not of long term benefit to graduate students of Clare College; or
- (b) it would be of dubious legality; or
- (c) it would be for a purpose not approved by the public bodies that pay some members' capitation fees; or
- (d) it would violate the constitution of the Society.

(6) If a veto is applied under 12(5) above, both the Senior Treasurer and the Committee shall have the right to refer the matter to the Finance Committee for a final decision.

13. Affiliation to Organizations

(1) In this constitution the expression "affiliation to an external Organization" shall include any form of membership of, or formal association with, an Organization whose purposes are not confined to purposes connected with Clare College.

(2) If the Society decides to become affiliated to any external Organization, it shall publish to all graduate students of Clare College, and to the Governing Body of Clare College, a notice of this decision stating the name of the Organization and the details of any subscription or similar fee paid or proposed to be paid, and of any donation made or proposed to be made, to the Organization.

(3) The Society shall publish annually to all graduate students of Clare College, and to the Governing Body of Clare College, a report stating the names of all the external organizations to which it is affiliated and the details of any subscriptions or similar fee paid, and of any donation made or proposed to be made, to the organizations within the year covered by the report.

(4) Upon the request of at least ten of its members, the Society shall submit for the approval of its members a list of the organizations to which the Society is affiliated. If at least fifteen members so require, the question of continued affiliation to any particular Organization shall be decided upon by a secret ballot at which all members are entitled to vote.

14. Grievances

(1) All graduate students of Clare College or groups of such students who are dissatisfied in their dealings with the Society, or who claim to be unfairly disadvantaged by reason of having exercised the right not to be a member of the Society, may make a complaint to the President of the Society.

(2) Any appeal against the decision of the President of the Society shall be made to a Fellow of Clare College nominated by the Governing Body of Clare College, who shall investigate and report to the Governing Body of Clare College on any such complaint. The Governing Body of Clare College shall have power to provide such effective remedy, if any, as they consider appropriate when a complaint is upheld.

15. Record of the Constitution

(1) The original of the Constitution together with any amendments shall be held by the Senior Treasurer.

(2) The Committee shall hold a copy of the Constitution, which shall be accessible to any member of Clare College on request. Should the Society maintain an electronic website then a copy of the Constitution shall also be available there.

(3) This Constitution supersedes every previous Constitution of the Society.

(4) Subject to the requirements of the Education Act 1994, any disagreement over the interpretation of this constitution shall be resolved by a vote of the Committee, the President having an additional casting vote in the event of a tie.

(5) This Constitution shall be submitted to the Governing Body of Clare College for their approval on 10 May 2010 and for review at intervals of five years thereafter.

16. Standing Orders

(1) There shall be a set of standing orders to govern the conduct of:

- (a) the election of the committee;
- (b) by-elections;
- (c) proxy and postal voting;
- (d) General meetings;
- (e) Committee meetings;
- (f) full membership in the Society;
- (g) associate membership in the Society;
- (h) membership of the Committee.

(2) A copy of all standing orders shall be attached to the Constitution.

(3) Changes to standing orders may be made by one of the following:

- (a) a simple majority at a General meeting;
- (b) the majority of the committee with the agreement of the Senior Treasurer, whenever, in their opinion, a delay in making such changes would be detrimental to the good governance of the society.

(4) Changes made under 16(3)(b) above shall be reported to the next general meeting and shall not continue in force beyond that meeting unless approved by a simple majority at that meeting.

(5) The power contained in 16(3)(b) above shall not be used to amend standing orders F (Full Membership in the Society) or G (Associate Membership in the Society) or any other standing order that defines the membership of the Society.

First written and approved: 14th February 2003
Amended: 19th May 2003
Amended: 5th May 2010
Last approval by Governing Body: 9th June 2010

Clare College Graduate Society Standing Orders

A. Election of Committee Members

(1) The general election shall be held by secret ballot, in which all full members of the society shall be entitled to take part, in Easter Term (but to finish no later than the first Friday after the division of Easter Term), of which at least two weeks notice must be given.

(2) Elections may either be conducted electronically via a secure website (such as, for example, that provided by the University of Cambridge Graduate Union (GU)), or in the manner described in (9) below.

(3) The Returning Officer for the election shall be the most senior executive committee member who is not a candidate for election. In the event of all executive committee members being candidates the Senior Treasurer shall nominate a member of Clare College to act as Returning Officer for the election.

(4) Those committee members who are not candidates for election shall be the Election Officers and shall be responsible for the administration of the election, under the direction of the Returning Officer. The Returning Officer may appoint additional Election Officers from amongst the membership of the Society.

(5) A list of members of the Society eligible to vote shall be posted in the MCR by the Returning Officer not later than two weeks before the start of the election, and may be corrected by the Returning Officer at any time before the start of voting.

(6) A candidate for election to an executive committee position shall be proposed and seconded by full members of the Society. No member shall propose or second more than

one candidate for any one post. A candidate for a non-executive committee position does not require to be proposed or seconded. All nominations shall be handed to the Returning Officer, either in writing or electronically, no later than one week before the start of the election.

(7) Any candidate who decides to withdraw from the election shall inform the Returning Officer, either in writing or electronically, before the start of the election.

(8) All duly nominated candidates shall be sent confirmation of their candidate status, either in writing (via the internal College pigeon holes) or electronically, by the Returning Officer no later than six days before the start of election. This notice shall also advise each candidate for an executive committee position who has not done so previously to submit, at least two days before the election, a “manifesto” to be displayed in the MCR &/or communicated to members via the Society’s electronic mailing list. Candidates for non-executive committee positions shall only be required to submit a manifesto if there is more than one candidate for that position. If there is only one candidate for a non-executive position then that candidate shall be held to have been elected to the position upon the close of nominations.

(9) If voting in the election is being conducted in person then the ballot shall be held on the date determined under (1) above between 11:30am and 7:00pm in the MCR. At least two Election Officers shall be present during the entire voting period. The Election Officers shall issue one ballot paper to each voter, recording that fact on the list of members of the Society. There shall be a separate ballot for each of the six offices described in section 3(2) of the Constitution

(10) If voting in the election is being conducted electronically then the ballot may be held over a period of five days, commencing on the date determined under (1) above.

(11) Voting shall be conducted using the single transferable vote (STV) system. Candidates will appear on the ballot paper in the order in which their nominations were received, and elections for all executive committee officers will include the option to re-open nominations (RON). In the event of RON receiving the majority of votes cast in a particular ballot no candidate in that ballot shall be elected and nominations shall be re-opened. If the ballot subsequent to the re-opening of nominations is identical to the original ballot then there shall not be an option to re-open nominations in that ballot.

(12) Any question regarding entitlement to vote or the validity of a vote shall be resolved by the Returning Officer in the first instance, with a right of appeal to the Senior Treasurer.

(13) If voting in the election was conducted in person then the counting of votes by the Election Officers shall take place in the presence of the candidates and the Returning Officer.

(14) If voting in the election was conducted electronically then the counting of votes shall take place electronically under the supervision of the Returning Officer.

(15) The result of the poll shall be announced and published in writing and/ or electronically by the Returning Officer as soon as possible following the end of the election, but no later than 3 days, following the end of the election.

(16) The new committee shall assume office on the official handover date, as determined under section 5(3) of the Constitution.

(17) No candidate shall interfere with the running of the election, nor shall a candidate make any improper payment, or threat to any voter. In the event of any such interference the candidate shall be disqualified from the election by the Returning Officer, who shall decide whether the matter should be reported to the Senior Treasurer. In the event of allegations of interference or other inappropriate behaviour by the Returning Officer or Election Officers the matter may be reported to the Senior Treasurer.

B. By-elections

(1) A by-election shall take place in accordance with the Standing Orders for the election of the Committee above, with the following exceptions:

(a) If voting is to take place in person then a Special General Meeting shall be called at which the ballot shall be taken.

(2) Those Committee members who are not candidates for election shall be the Election Officers, and shall be responsible for the administration of the election, under the direction of the Returning Officer, who shall be the most senior Committee member who is not a candidate for election.

C. Proxy and Postal Voting

(1) If voting is to be conducted in person then any full member of the Society who is unable to participate in the ballot on the date of the election by reason of being absent from Cambridge, may apply to the Returning Officer for a proxy vote not less than one week before the date of the election, nominating in writing a proxy who may vote on their behalf. If the Returning Officer is satisfied with the reason they shall inform the voter as soon as possible, but before the ballot, and the nominated proxy shall be entitled to cast a ballot on behalf of the voter.

(2) If voting is to be conducted electronically then any full member of the Society who is unable to vote in the ballot on the date or dates of the election by reason of not having the means to access the electronic ballot, may apply to the Returning Officer for a postal vote not less than one week before the start of the election. If the Returning Officer is satisfied with the reason they shall inform the voter as soon as possible, but before the close of the ballot, and the voter shall be entitled to submit a postal ballot, either in writing or electronically, which shall be retained by the Returning Officer and added to the total votes cast upon the conclusion of the ballot.

D. General Meetings

(1) The Chairman of a General Meeting shall be the first of the following present at the start of the General Meeting:

- (a) President;
- (b) Vice-President;
- (c) Secretary;
- (d) Junior Treasurer;
- (e) Either Social Secretary;
- (f) Bar Manager;
- (g) Senior Treasurer or their Nominee.

(2) Subject to decisions taken upon any procedural motions, the Chairman of the General Meeting shall determine the following:

- (a) the order of speakers;
- (b) the duration of speeches and of debates;
- (c) when a vote shall be taken;
- (d) when a General Meeting shall end.

(3) Any procedural motion or amendment proposed by a full member and supported by three other full members present at the meeting shall be voted on, providing that it shall directly concern a matter on the Agenda. The Chairman shall be the judge of whether a motion is valid in this respect.

(4) Voting shall be by a show of hands, unless a division is requested by any full member present.

(5) If, when the motion is first read, the number of full members present is not sufficient to form a quorum, a General Meeting shall be declared closed by the Chairman.

(6) The Agenda shall consist of items for discussion proposed by:

- (a) the Committee; or

(b) a petition presented by three full members of the Society.

(7) Motions shall be taken in the order of the published Agenda, unless the order is amended by the General Meeting, subject to 3(9), below.

(8) The minutes of a General Meeting shall be made available to any member on application to the Secretary, and shall be deemed to have been approved unless a member has presented a written objection to the Secretary before the next General Meeting. In the event of an objection, the objector shall be invited to attend the next meeting of the Committee, at which such amendments as the Committee see fit shall be made to the minutes.

(9) Emergency Motions, as defined in section 4(10) of the Constitution of the Society, shall be the first item on the Agenda, unless the General Meeting decides otherwise.

E. Committee Meetings

(1) The President or, in their absence, the Vice-President or, in their absence, the Secretary shall chair any Committee Meeting. If none of the aforementioned officers are present then a Chair shall be chosen from amongst the Committee members present.

(2) Full minutes shall be taken by the Secretary or, in their absence, by someone appointed by the officers present. The minutes will be available upon request to any member of Clare College and, if the Society should maintain an electronic website then a copy of the minutes shall also be available there.

(3) An inquorate Committee meeting, as defined in section 3(5) of the Constitution, may be adjourned immediately. Alternatively, the meeting may proceed as if it were quorate but full minutes shall be taken and any decisions made ratified as soon as possible by a quorate Committee meeting.

(4) The Committee shall reach decisions by consensus or by a simple majority of those present. In the event of a tie, the President or, in their absence, the Vice President, or in their absence, the Secretary or, in their absence, the Junior Treasurer shall have an additional casting vote. If none of the aforementioned officers are present then, the meeting being inquorate, no officer present shall have a casting vote.

(5) No person shall have more than one vote, regardless of the number of officer positions held, with the exception of casting votes as defined above.

(6) Committee meetings shall be open to all members of the Society although the Committee may request that non-Committee members leave the room if an item under discussion is considered confidential in nature, and that item may be excluded from all publicly available minutes.

(7) All Committee Members shall be given adequate notice of all Committee Meetings.

(8) The Committee may appoint such sub-committees as it sees fit. A sub-committee shall consist of members of the Committee, with any other person whom the sub-committee considers necessary to the performance of its functions.

F. Full Membership in the Society

(1) Only members of Clare College who are registered for one of the following degrees shall be considered as "graduate members" and so have automatic membership in the Society under section 1(2)(a) of the Constitution:

Doctor of Philosophy (PhD), including PhD by part-time study
Doctor of Veterinary Medicine (Vet MD)
Bachelor of Medicine and Bachelor of Surgery (MB BChir)
Bachelor of Music (MusB)
Master of Education (MEd)

Master of Laws (LLM)
Master of Letters (MLitt)
Master of Philosophy (MPhil)
Master of Research (MRes)
Master of Science (MSc)
Master of Studies (MSt)
Diploma in Economics
Diploma in International Law
Diploma in Legal Studies
Any other University Diploma
Any Certificate of Postgraduate Study
Any Other University Certificate, including Certificate of Advanced Study in Mathematics (aka Part III Maths)

(2) For the purposes of section 1(2)(b) of the Constitution an “affiliated student” is defined as any person with an approved degree from a university other than Cambridge who is taking a Cambridge BA as a member of Clare College.

(3) Full members shall have access to all facilities provided by the Society and shall, subject to availability, be entitled to book a member’s ticket for each MCR Formal Hall and any other MCR event, and guest tickets, if any.

G. Associate Membership in the Society

(1) Associate membership in the Society shall be offered to:

- (a) members of Clare College in their fourth year who are acquiring a graduate degree as a consequence of continuing their undergraduate study;
- (b) members of the Clare College Research Associate Scheme;
- (c) any other person at the discretion of the Committee.

(2) Associate members shall have access to all facilities provided by the Society and shall, subject to availability, be entitled to book a member’s ticket for each MCR Formal Hall. Guest tickets and member’s tickets for other MCR events may be made available to associate members at the discretion of the Committee.

(3) Associate members shall not be entitled to vote at General Meetings or in elections or by-elections and may not propose motions for General Meetings or amendments to the Constitution. Associate members shall be entitled to attend and speak at General Meetings.

(4) Associate members may not be candidates for election to any Committee position.

(5) The following exceptions to (2) and (4) above shall apply:

- (a) associate members who are fourth year undergraduates as defined in 1(a) above may not book any punt in the keeping of the Society;
- (b) associate members who are fourth year undergraduates as defined in 1(a) above may be candidates for any non-executive Committee position, but if elected will serve in an ex officio capacity only, as defined in section 2 of Standing Order H.

(6) Associate membership in the Society does not imply membership of Clare College.

H. Membership of the Committee

1. As described in section 3 of the Constitution, the Committee of the Society may, in addition to the seven executive officers described in section 3(2), consist of such of the following non-executive officers as the Committee sees fit:

Accommodation Officer
Computer Officer
Exchange Officer
External Officer
First Year/ Masters Officer
Clarity Officer
Green Officer
Lesbian, Gay, Bisexual and Transsexual (LGBT) Officer
Library Officer
Mature Students Officer
Punts Officer
Women's and Welfare Officer

2. Ordinarily all non-executive officers shall be expected to attend, and entitled to vote at, meetings of the Committee. The Committee may, at its discretion, agree that a particular non-executive position may, for the duration of its term, be held ex officio. Ex officio committee members shall not be expected to attend all committee meetings but may be requested by the committee to attend, or report to, specific meetings. Ex officio officers may not vote at any meeting they attend.

3. No member of the Society may be a candidate for, or hold, more than one executive officer position. A member of the society may hold more than one non-executive position, or an executive position and one or more non-executive position(s). Any non-executive position for which a committee member is a candidate must be filled by co-option or by-election (as appropriate) as described in sections 3(5) and 5(4) of the Constitution.