

# TRINITY COLLEGE MEDICAL SOCIETY



## CONSTITUTION

### 1. NAME

The name of the society is Trinity College Medical Society.

### 2. AIMS

a) The Society shall exist for the promotion of interest in Medical Science and Clinical Medicine within the College of the Holy and Undivided Trinity in the Town and University of Cambridge (“Trinity”). Speakers will be invited regularly to give talks representing a range of interests within the scope of medical research and clinical practice.

b) The Society shall also promote the welfare of undergraduate medical students at Trinity. It shall provide a point of reference for communication between year groups to assist with course choices and as an informal means of pastoral support. This shall be supported by social events organised by the society throughout the year.

c) The Society shall act as a representation for the undergraduate medical students of Trinity for communication with other student societies and the Trinity Medics Association (“TMA”).

### 3. MEMBERSHIP

a) Membership shall be formally offered to all students upon matriculating at Trinity to read for the Medical and Veterinary Sciences Tripos.

b) Any Trinity College student who has an interest in medicine may become a member.

### 4. COMMITTEE

a) The Committee shall consist of the Senior Treasurer and six undergraduate officers: the President, the Social Secretary, the Junior Treasurer, Secretary, the Welfare Officer, and the IT Officer. (*amended as per AGM 27/02/20*)

b) The Officers for the following academic year shall be elected at the Annual General Meeting (“AGM”) of the Society.

i) Nominations for the Officer positions should be sent to the outgoing Officers in writing or by e-mail 24 hours before the AGM.

ii) Candidates must be nominated and seconded by two members of the Society.

iii) Candidates must be members of the Society at the time of nomination.

iv) Voting for each position shall be by secret ballot by single transferable vote. Voters should list their candidates in order of preference with the option to re-open nominations. If a single candidate secures more than 50% of the first preference vote then they shall be elected. If this does not occur then the candidate with the fewest first preference votes shall be eliminated with their votes reallocated by their next preference. This process shall continue until one candidate has secured more than 50% of the preference vote. In the event of a tie the outgoing President may cast an additional deciding vote.

v) If a member is unable to attend the AGM they may elect another member to vote for them by proxy. This member must present a signed, countersigned and dated document to the outgoing President at the start of the AGM which indicates that they are acting as a proxy for the AGM.

vi) If a post is unfilled at any time the President must call an Extraordinary General Meeting (“EGM”) before the passing of two weeks of Full Term. The voting process shall be the same as at the AGM but with time periods relative to the EGM.

c) The Senior Treasurer is an unelected post to be held by a Senior Member of Trinity in accordance with the Constitution of the Trinity College Student Union.

i) The Senior Treasurer must be a signatory on the Society Bank Account.

ii) The Senior Treasurer shall not be liable for any debt or obligation of the Society except where they have personally authorised it in writing.

d) The President shall be responsible for the overall running of the Society and its academic aims.

i) The President shall organise the speaker meetings and other academic events.

ii) The President shall be the elected representative of the Society for liaison with the TMA and other student societies.

iii) The President shall be responsible for ensuring the provision of a Senior Treasurer on the Committee.

iv) The President shall be a signatory on the Society Bank Account.

v) The President will act as the Returning Officer in elections.

vi) The President will be responsible for the Society website, wiki page and e-mail account.

- vii) The President must be an undergraduate of Trinity.
  
- e) The Social Secretary shall be responsible for the social and pastoral aims of the Society and deputises for the Chairman in their absence.
  - i) The Social Secretary is responsible for organising social events for members of the society.
  - ii) The Social Secretary shall liaise with representatives of other societies for the provision of joint social activities
  - iii) The Social Secretary must be an undergraduate member of Trinity.
  
- f) The Junior Treasurer shall be responsible for the monetary accounts of the Society.
  - i) The outgoing Junior Treasurer is responsible for the preparation of the Society Accounts for presentation to the Amalgamated Clubs Committee ("**ACC**") and supporting the incoming Junior Treasurer in their application for ACC funding for the following year.
  - ii) The Junior Treasurer will be a signatory on the Society Bank Account.
  - iii) The Junior Treasurer will be responsible for procuring any additional funding for the Society from external sources.
  - iv) The Junior Treasurer must be an undergraduate member of Trinity.
  - v) The Secretary shall be responsible for the administrative aspects of the running of the Society.
    - i) The Secretary is responsible for maintaining a list of the members of the Society and the recruitment of new members.
    - ii) The Secretary is responsible for the provision of the Society Website, wiki page and e-mail account.
    - iii) The Secretary is responsible for the provision of Society merchandise and for collecting money from the members of the Society for this.
    - iv) The Secretary must be an undergraduate member of Trinity.

## **5. MEETINGS**

- a) The AGM shall be held in the last week of the full Lent Term with the transfer of responsibilities occurring at the end of Easter Term.
- b) All members of the Society shall be entitled to attend and vote at the AGM.
- c) All undergraduate members of the Society shall be notified of the AGM by e-mail or letter no later than seven days before the meeting.

- d) An EGM can be summoned by the President at any time.
- e) Any member of the Society can force the President to call an EGM by the presentation of a petition for this motion signed by no fewer than 10 members of the Society.
- f) All members of the Society shall be entitled to attend and vote at the EGM.
- g) All undergraduate members of the Society shall be notified of the EGM by e-mail or letter no later than five days before the meeting.
- h) At any General Meeting any member of the Society may propose amendments to the Constitution within the conditions of the ACC. Alterations must be passed by a two-thirds majority of the voting members by a show of hands.

## **6. INTERPRETATION**

- a) Any questions which may arise as to the interpretation of this constitution, or as to the resolution of any problem not apparently covered by the provisions of the constitution, shall be determined by the President.
- b) Members have the right to appeal the decision of the President to the Senior Treasurer.
- c) The decision of the Senior Treasurer shall be final.