

Constitution for Computer Science Society

2018-06-20

1 Name and Affiliation

1. The name of the society shall be the Computer Science Society (CSS). The society shall be affiliated to the University of Bristol Union (Bristol SU).

2 Aims

1. The aims of the society shall be to encourage the development of the Computer Science Department and community spirit between its members.

3 Membership and Membership rights

1. Any student who is based in the Department of Computer Science will automatically receive free membership.
2. Membership shall be open to all ordinary members of the University of Bristol Union.
3. There shall be a subscription to ordinary members which shall be fixed at the discretion of the Committee, provided it shall be at least the minimum demanded by the University of Bristol Union Audit Committee.
4. All members shall have equal voting rights.
5. Any member may be removed by a simple majority at a General Meeting.

4 Committee Officers

1. There shall be a Committee, consisting of:
 - A President (with casting vote),
 - A Vice-President,
 - A Secretary,
 - A Treasurer,
 - A Webmaster,
 - An Events Leader,
 - A Press and Advertising Officer,
 - An Outreach Officer,
 - An Equality and Diversity Officer,
 - A Sport and Social Officer,
 - Two General Officers,
 - A First Year Rep

The Treasurer must not be a final year student at the time of election.

2. The Committee may co-opt further Society members to be Committee members.

3. The term of office shall run from the handover meeting following the election/co-option, until the next election.
4. Committee members may only be removed by a vote of no confidence at a General Meeting.
5. The Committee shall be responsible for the general policy of the society, subject to the By-laws of the University of Bristol Union.

5 Financial

1. The accounts of the society shall be audited by a member of the University staff and submitted to the Secretary of the University of Bristol Union Audit Committee (the Union Treasurer) as and when the Secretary shall request such information, this being at least once per annum.
2. All financial arrangements must be made in accordance with the current instructions to the Society Treasurer(s), as laid down by the Audit Committee.

6 General Meetings

1. The quorum for all General Meetings shall be at least twice the number of officers plus one.
2. There shall be an Annual General Meeting in the latter half of the spring or spring term. Notice shall be published at least seven days beforehand.
3. An extraordinary General Meeting may be called by ten members or at the decision of the Committee by application to the Secretary. Notice shall be published at least seven days beforehand.

7 Elections

1. Elections shall be held at the Annual General Meeting to elect officers as specified in section 4. A by-election may be held at any General Meeting where the post is vacant. Nominations may be opened in advance of a General Meeting at the discretion of the committee.
2. Voting shall in all cases be by simple majority with the option to re-open Nominations. It shall be by a show of hands unless it is suggested otherwise, in which case a secret ballot shall be held.

8 Equality and Diversity

1. The committee must make a reasonable attempt to gather dietary requirements prior to catered events and adapt food and drink provision appropriately.

9 Amendments

1. Any amendments to this Constitution must be passed by a two-thirds majority at any General Meeting, subject to ratification by the University of Bristol Student Council.

10 Appendix

10.1 History

- 2008-10-06. Earliest known version, written by Sophie Johnson (CSS President 2008-09)
- 2017-06-04. Re-typeset by Ross Gardiner (CSS Vice-President 2017-18)
- 2018-04-25. Amendment to Section 7.1 and added 'Equality and Diversity' Section, written by Kenneth Lomas (CSS Secretary 2018-2019)

- 2018-06-20. Clarified the committee members in Section 4.1 as per request of the University of Bristol Students' Union, written by Adam Deegan (CSS President 2018-19)