

Constitution of the Cambridge University Hungarian Society



Adopted on 1 May 2017

Article I

Introduction

- (1) The Society shall be called the “Cambridge University Hungarian Society”.
- (2) The Society shall be referred to in the Hungarian language as “Cambridge-i Egyetemi Magyar Társaság”.
- (3) The Logo of the Society shall be as represented on the title page of this Constitution.
- (4) Throughout this Constitution, the words “Member”, “Membership” and “Committee” shall be understood in context of the Society.

Article II

Aims of the Society

The Society shall aim to

- (1) promote the understanding of and interest in Hungary, Hungarians, and Hungarian culture amongst all Members of the University of Cambridge, Cambridge, U.K. (hereafter referred to as the “University”);
- (2) offer support and a social scene for Hungarian students of the University and other universities in the city of Cambridge, U.K.;
- (3) encourage and support secondary school leavers in Hungary in applying to the University;
- (4) represent and promote the interests of Hungarian students of the University and of all universities of the United Kingdom in Hungary and the United Kingdom.

Article III

Membership

- (1) All Members of the University may join the Society as may others at the discretion of the Committee.
- (2) The Committee may expel or suspend any Member by majority vote for behaviour that is likely to bring the Society into disrepute. The Member concerned shall be given the right to be heard by the Committee before the final decision is made.
- (3) The Committee may by majority vote require Members to pay a subscription fee from time to time.

Article IV

Committee

Title I

Composition of the Committee

- (1) The day-to-day management of the Society’s affairs shall be in the hands of the Committee, elected at the Annual General Meeting for a term of one year.
- (2) The Committee shall consist of at least a President, a Secretary and a Junior Treasurer who shall be Members of the University.
- (3) The Committee shall aim to include through election a Vice President, an Access Officer and two Events Officers.
- (4) The Committee may by majority vote create other Committee positions to assist them as appropriate. The Committee shall appoint willing Members to such positions.

- (5) The Committee may appoint willing General Members to assist them as appropriate.
- (6) A willing Member of the Regent House of the University shall be appointed as Senior Treasurer by majority vote of the Committee. The Senior Treasurer shall have indefinite tenure which may be terminated by
 - (a) majority vote of the Committee to appoint a new Senior Treasurer;
 - (b) resignation from the position
 - (c) or termination of Membership of the Regent House. In the latter two cases, the Committee shall be responsible for appointing a new Senior Treasurer as soon as possible.

Title II *Duties of Committee Members*

- (7) The President shall
 - (a) be answerable for all matters affecting the Society;
 - (b) ensure that the aims of the Society as set out in Article II are achieved;
 - (c) ensure that actions of the Society and the Committee adhere to this Constitution;
 - (d) normally preside at General Meetings of the Society and at Committee Meetings;
 - (e) compile and submit the Annual Report to the Society at the Annual General Meeting as set out in §V(2)(a).
- (8) The Vice President shall
 - (a) substitute the President for all purposes when the President is unavailable;
 - (b) ensure that the aims of the Society as set out in Article II are achieved;
 - (c) organise the work of the Committee for the benefit of the Society;
 - (d) assist the President in compiling the Annual Report to the Society;
 - (e) ensure that the interests of all Members are taken into account in Committee decisions.
- (9) The Secretary shall
 - (a) keep Minutes of all meetings and ensure their agenda is acted upon;
 - (b) ensure that all correspondence are recorded and acted upon;
 - (c) manage subscriptions to the mailing list of the Society;
 - (d) keep accurate records on the Membership of the Society;
 - (e) ascertain whether any Person is a Member or a Member of the Committee upon request of the Committee;
 - (f) publish Minutes of all Meetings appropriately and otherwise keep all Members fully briefed on all matters affecting the Society;
 - (g) keep close and continuing liaison with all relevant bodies, societies and organisations on matters affecting the Society;
 - (h) ensure that the handling of personal data and any other information by the Society complies with English law, in particular with the Data Protection Act 1998.
- (10) The Junior Treasurer shall
 - (a) keep financial records of the Society together with the incumbent President and the previous Junior Treasurer;

- (b) ensure that Membership fees and all other monies handled by the Society are properly banked and accounted for;
 - (c) collect subscriptions and keep a record of all paid-up Members together with the Secretary;
 - (d) collect the cost of events from attending Members;
 - (e) ensure that all liabilities of the Society are duly paid for;
 - (f) present the audited accounts of their tenure to the Society at the Annual General Meeting as set out in §V(2)(a).
- (11) The Access Officer shall
- (a) maintain and distribute up-to-date information to prospective students and offer holders on the University and the application process thereto;
 - (b) organise the undergraduate outreach programme of the Society with the inclusion of Members. This shall include an annual Freshers' Camp and presentations about the University in secondary schools.
 - (c) create a network for prospective graduate students which shall provide information on the University and the application process thereto;
 - (d) ensure that questions regarding application to the University are answered;
 - (e) organise accommodation for and otherwise support interviewees during their interviews with the help of the Members.
- (12) The Events Officer shall
- (a) organise the customary major events of the Society together with the President and the Junior Treasurer;
 - (b) organise minor events for Members from time to time during Term;
 - (c) publicise events of the Society via the Society website and mailing list;
 - (d) survey the popularity of events and the feedback of Members on them;
 - (e) inform the Committee on Members' preferences regarding events;
 - (f) assist the Access Officer in organising outreach events during and outside Term.
- (13) The Senior Treasurer shall audit the Society's accounts and shall not be liable for any financial debt or other obligation of the Society, unless the Senior Treasurer has personally authorised such a debt in writing.
- (14) The Committee shall define the responsibilities of additional Committee positions created under §IV(4) to a level of detail comparable to §IV(7–12) upon creation.
- (15) General Members shall assist with all functions of the Committee as requested by Committee Members.

Title III

Committee Meetings

- (16) There shall be at least two Committee Meetings each term, at a day and time chosen by the Committee.
- (17) The Chair of a Committee Meeting shall be the most senior Committee Member present, as determined by the list below. If none of the listed Committee Members are present, the Meeting shall be postponed.

- (a) If the request is supported by at least two thirds of the Committee, it shall be forwarded to the Senior Treasurer. The Senior Treasurer shall consult the Committee Member concerned and then may oblige them to resign.
 - (b) If the request is supported by all other Committee Members, the Committee Member concerned shall be expelled from the Committee with immediate effect.
- (22) If a Committee Member resigns or is forced to resign,
- (a) the responsibilities of the resigned Committee Member shall be assumed by the President. The responsibilities of a resigned President shall be assumed by the Vice President or – if there is no Vice President – by the Secretary.
 - (b) The President shall announce the vacancy to all Members of the Society who shall be given seven days to submit their candidacy. The Committee shall then elect the new Committee Member by majority vote.

Article V General Meetings and Elections

- (1) The Society shall hold an Annual General Meeting (hereafter referred to as the “AGM”) in Lent Full Term of each academic year at a date, time, and place specified by the Committee. Fourteen days’ notice during Full Term shall be given.
- (2) The AGM shall
 - (a) consider the Annual Report of the Committee and the audited accounts of the Society;
 - (b) include Hustings where all candidates shall present their agenda;
 - (c) elect the Committee for the subsequent academic year.
- (3) In order to stand for election, Members shall
 - (a) submit a manifesto to the Secretary at least three days before the AGM. This manifesto shall be published to the general public.
 - (b) be proposed and seconded by two other Members;
 - (c) participate in Hustings during the AGM.
- (4) A Member may run for election as President together with a Vice President. No Member shall run for election as Vice President as a single position.
- (5) Members shall run for election as Events Officers in pairs. Exception may be made at the discretion of the Committee if there is only a single candidate.
- (6) The procedure of Committee elections shall be as follows.
 - (a) All Members shall have equal and secret voting rights.
 - (b) Each Member shall have a single, non-transferable vote.
 - (c) Votes may only be cast in person during the AGM.
 - (d) For all positions, the option of re-opening nominations (hereafter referred to as “RON”) shall be up for election.
 - (e) Votes shall be counted by a Person chosen at the AGM who is not a candidate for any Committee position.
 - (f) Each position shall be assumed by the candidate who received the largest number of valid votes. If two or more candidates receive an equal number of votes, lots shall be drawn to determine the winner. If RON receives an equal number of votes to another candidate or candidates, it shall be eliminated.

Article VII

Disbanding the Society

- (1) The Committee or ten Members of the Society may present a request to the President that the Society be disbanded. In this case, an EGM shall be called for decision on the request.
- (2) Two thirds of all valid votes cast at the EGM is required to disband the Society.
- (3) Upon disbanding, the Committee is responsible for meeting all remaining liabilities. Any remaining assets shall be donated to charity at the discretion of the Committee.

Article VIII

Closing provisions

- (1) The Committee shall act according to its interpretation of the Constitution or at its discretion in all matters on which this Constitution is silent. If the Committee cannot come to an agreement in matters of interpretation of the Constitution, the final interpretation shall be made by majority vote.
- (2) No words or construction in this Constitution shall be taken to imply any discrimination whatsoever with regard to race, sex, sexuality, religion, nationality or political views.
- (3) This Constitution was written in consultation with Members of the Society and was adopted by unanimous vote of the Committee on this first day of May two thousand and seventeen. This Constitution shall repeal and replace all provisions of any previous Constitutions of the Society on this same day.