

1. There shall be a Society called The UCD Pagan Society and will be referred to, in this document, as "The Society".

2. The aims of this Society shall be:
 - To establish a forum for its members in which they can discuss and exchange ideas with others without fear of discrimination or misunderstanding.
 - It shall act as a source of information for members who wish to know more about either paganism in general or any specific nature-worshipping spirituality or polytheistic faith.
 - The Society shall try to promote discussion in relation to Paganism and similar fields of interest to the benefit of its members.
 - The Society shall act in an administrative capacity to provide its members with appropriate venues in which they may safely explore their beliefs without fear of interference or disturbance by others.
 - The Society shall strive to create a greater understanding of Paganism towards the aim of resolving problems that can arise between the pagan and non-pagan community due to misunderstandings and misconceptions about the practices of Pagans.
 - The funds of the Society shall be applied for the purpose of furthering these aims.

3. The Society shall not try to expand the Pagan Community in UCD but to help members to learn more about Paganism.

4. Membership of the Society shall be open to all students, staff and graduates of the College. Membership shall be obtained by paying the appropriate membership fee and signing the roll of members.

5. There shall be a Committee of the Society which, subject to this Constitution and to decisions of General meetings, shall be the governing body of the Society.

6. The Committee shall consist of:

The Auditor, The Secretary, The Treasurer, The Public Relations Officer (PRO), The Librarian, The Webmaster and Four Ordinary Committee Members.

7. The Society shall at all times try to represent all denominations of its membership.

8. Meetings of the Committee shall be convened by the Auditor, or by the requisition of any three members of the Committee. Notice of meetings shall be given to all members of the Committee at least 48 hours before the time of such meetings.
9. The quorum for meetings of the Committee before the appointment of OCMs shall be four. The quorum for meetings after the appointment of the OCMs shall be five.
10. There shall be an Auditor who shall be the Chief Officer of the Society. They shall be elected at the Annual General Meeting of the Society held in the Trinity Term. Their term of office shall be from the end of the Trinity Term in which they are appointed until the same time the following year. The Auditor shall be entitled to preside at all General Meetings of the Society and at all meetings of the Committee. At meetings of the Committee the Auditor shall have a deliberative and a casting vote.
11. There shall be a Secretary of the Society. They shall be elected at the Annual General Meeting of the Society held in the Trinity Term. Their term of office shall be from the end of the Trinity Term in which they are elected until the same time the following year. The duties of the Secretary shall include:
 - a) recording the Minutes of all meetings of the Society and of its committee
 - b) undertaking the correspondence of the Society as directed by the Auditor and the Committee
 - c) keeping the records, other than financial records, of the Society
 - d) giving due notice of all meetings of the Committee of the Society to all Committee members
 - e) presenting an Annual Secretarial Report to the Annual General Meeting of the Society.
12. There shall be a Treasurer of the Society. They shall be elected at the Annual General Meeting of the Society held in the Trinity Term. Their term of office shall be from the end of the Trinity Term in which they are elected until the same time the following year. The duties of the Treasurer shall include:
 - a) managing the financial affairs of the Society
 - b) in association with the Senior Treasurer, maintaining and operating a bank account in the name of the Society
 - c) reporting on the state of the Society's finances at the request of a Committee member

- d) in co-operation with the Senior Treasurer, preparing an annual report on the financial transactions of the Society
 - e) presenting an Annual Financial Report to the Annual General Meeting of the Society
 - f) keeping a Roll of Members of the Society.
13. There shall be a Public Relations Officer (PRO) of the Society. They shall be elected at the Annual General Meeting of the Society held in the Trinity Term. Their term of office shall be from the end of the Trinity Term in which they are elected until the same time the following year. The duties of the PRO shall include:
- a) notifying members of any events being organised by the Society by means of notices displayed in suitable public areas
 - b) notifying members of the venue of any General Meeting as well as any extraordinary meetings by means of notices displayed in suitable public areas.
14. There shall be a Librarian of the Society. They shall be elected at the Annual General Meeting of the Society held in the Trinity Term. Their term of office shall be from the end of the Trinity Term in which they are elected until the same time the following year. The duties of the Librarian shall include:
- a) maintaining the Society Library
 - b) ensuring that the Society Library has a varied collection of material, dealing with all denominations of Paganism within the Society in so far as the Society funds will allow
 - c) ensuring that members have sufficient access to the Society Library so that they may borrow material from the Society Library
 - d) managing the security deposit on materials within the Society Library
 - e) giving a report on the condition of the Society Library at the Annual General Meeting
 - f) liaising with the webmaster in the running of the Society Library
 - g) overseeing production of any society publications in the role of editor.
15. There shall be a Webmaster of the Society. They shall be elected at the Annual General Meeting of the Society held in the Trinity Term. Their term of office shall be from the end of the Trinity Term in which they are elected until the same time the following year. The duties of the Webmaster shall include:
- a) maintaining the Society website

- b) in the case of there being a moderated forum provided on the website, the webmaster shall appoint moderators answerable to the webmaster and to the auditor of The Society
 - c) liaising with the librarian in the running of the Society Library
16. There shall be four Ordinary Committee Members (OCMs) of the Society. They shall be appointed by the auditor of the society. Their terms of office shall be from the time of their appointment until the end of the term of the committee on which they served. If an OCM at any point attains an administrative position on the committee then the vacant OCM position shall be filled by the appointment of a new OCM chosen by the committee. The duties of the OCMs shall include:
- a) co-ordinating with the Auditor to organise events for members
 - b) co-ordinating with the PRO to publicise events for members
 - c) co-ordinating with the Librarian in the running of the library
 - d) co-ordinating with the Librarian in the production of any society publications
 - e) co-ordinating with the Webmaster in the running of The Society Website.
17. Temporary voting committee positions may be created by the auditor to fulfil any functions which the auditor feels needs attention. Such positions shall be valid for the term of the auditor who appointed the position.
18. There shall be a senior Treasurer of the Society. The Senior Treasurer shall be chosen by the Committee from among the full-time members of the staff of the College and shall have such responsibilities as are laid down by the College and by this Constitution.
- 19.
- a) The Annual General meeting of the Society shall be held in the Trinity Term. At this meeting, the business conducted shall include the election of the Auditor, Secretary, Treasurer, Librarian, Webmaster and Public Relations Officer, as well as the delivery of the annual Reports by the Auditor, Secretary, Librarian and Treasurer of the Society.
 - b) An extraordinary General Meeting must be convened if requested in writing by at least 20% of the members of the Society.

- c) Notice of any General Meeting shall be given to all members at least five working days before such meetings by means of notices displayed in suitable public areas. The placement of these notices shall be the responsibility of the PRO.
- d) Motions for discussion at a General Meeting may be proposed by any member of the Society, notice of such motions shall be given in such form as decided in advance by the Committee.
- e) The quorum for any General Meeting shall be 20 or one fifth of the membership, whichever is less.

20.

- a) Elections to the offices of Auditor, Secretary, Treasurer, Librarian, Webmaster and Public Relations Officer shall take place at the Annual general Meeting.
- b) Prior to the Annual General Meeting, the Committee shall appoint a Returning Officer who shall be responsible for the conduct of the elections. The Committee shall give notice of such appointment. The Returning Officer shall not be a candidate for any Office.
- c) Nominations for the offices of Auditor, Secretary, Treasurer, Librarian, Webmaster and Public Relations Officer shall be signed by any two members of the Society and shall be given to the Returning Officer no later than 48 hours before the start of the Annual General Meeting.
- d) To be eligible for nomination of any positions other than Auditor, a candidate shall have paid the appropriate subscription prior to the end of the Michealmas Term immediately preceding the Annual General Meeting.
- e) To be eligible for the position of Auditor, the individual must have served on a previous committee of The Society. If there are no nominees meeting this condition, the position shall be filled by the election of a registered member of the society at a General Meeting of The Society.
- f) If there are no nominations for any position than nominations will be taken from the floor at the Annual General Meeting.

- g) No member can have no more than one nomination for a committee position in the same election.
 - h) The elections shall be carried out using private ballots.
 - i) Any vacancy arising among the Members of the Committee, for whatever reason, shall be filled by the Committee.
21. Members who are found to be disruptive at events and who do not show proper respect to fellow member's beliefs may be requested to leave the event by a Committee Member.
22. Members who continue to be disruptive and disrespectful-at further Society events may have their membership to the Society revoked, subject to a two-thirds majority by the Committee. At such a Meeting the quorum will be the full Committee.
23. No Member of the Committee shall be dismissed from office unless one of the following procedures are carried out:
- a) There is a vote of incompetence brought forth by one of the Committee Members at a meeting. If a unanimous vote is passed the Committee Members; barring the Committee Member in question; resignation will be required immediately. The quorum for such a Committee Meeting is two thirds of the Committee including the Committee Member against whom the motion is being brought. A notice of such a motion shall be given to the Secretary or Auditor of the Society at least four days prior to the Committee Meeting at which the motion will be debated. The Committee must be notified of the meeting at least 72 hours before the committee meeting at which the motion shall be discussed. If the Committee Member in question fails to appear at the meeting a second meeting shall be arranged, where if they fail to present themselves again the motion shall be decided on in their absence.
 - b) There is a vote of no confidence brought forth by one of the Committee Members at a Committee Meeting. If a two-thirds majority vote is passed then an Extraordinary General Meeting of The Society will be called at which the resolution will be debated. In order for the vote of no confidence to be valid the Committee Member against whom the motion is being brought must be present at the Committee Meeting an which it is debated. A notice of such a motion shall be given to the Secretary or Auditor of the Society at least four days prior to the Committee Meeting at which the motion will be debated. The Committee must be notified of the meeting at least 72

hours before the committee meeting at which the motion shall be discussed. If the Committee Member in question fails to appear at the meeting a second meeting shall be arranged, where if they fail to present themselves again the motion shall be decided on in their absence.

- c) Notice of a resolution to seek dismissal of a Committee Member, signed by at least 20 members of the Society, is given to the Auditor or Secretary of the Society. There shall be an Extraordinary General Meeting of the Society called no later than 14 days after the notice is received.
- d) Any resolutions relating to dismissal of a Committee Member shall have been passed by a two-thirds majority at the Extraordinary General Meeting at which it is discussed.

24. There shall be a membership fee which shall be fixed by the Committee from time to time.

25. There shall be a Society Library available to all Society members. There shall be a security deposit placed on all material within the Society Library which shall be fixed by the Committee from time to time. Any member wishing to remove material from the Society Library shall have to pay the security deposit which shall be refunded upon return of the material to the Society Library. If material removed from the Society Library by a member is damaged whilst in their possession they shall lose their deposit. Members who fail to return material to the Society Library which they have removed may have their membership to the Society revoked subject to a two thirds majority by the Committee.

26. The Society shall seek to gain and to retain the status of Recognised Society within the College. To this end, the Society shall comply with all reasonable requests from the Academic Council of the College or its officers.

27.

- a) This Constitution shall come into effect when it has been approved by two thirds of the members of the Society present at a meeting specially convened to consider the matter.
- b) Notice of a proposal to seek an amendment to this Constitution shall be given to all members at least 7 working days prior to the General meeting at which such

proposals will be considered. Such a proposal must receive the approval of two thirds of the members present at such a meeting.

- c) Notice of any amendment which has been duly approved shall be forwarded to the Registrar of the College.