

# **The CHaOS Constitution**

**Valid from 17th November 2019**

## **1. The Society**

- (a) The name of the Society shall be 'Cambridge Hands-On Science' (CHaOS).
- (b) The aim of the Society shall be to organise events around the UK to educate and interest the general public, primarily children, in science, engineering, and maths.

## **2. Membership of the Society**

- (a) Any student, member of staff or graduate of Cambridge University with an interest in Science Communication may be a Member of CHaOS, subject to the requirements of the Society's Child Protection Policy. The Committee may vote by simple majority in any meeting of the Committee to allow membership of the Society to individuals who are not connected with the University, or to all members of particular academic institutes in the Cambridge area.
- (b) Membership of the Society shall be free. No application for membership of the Society shall be refused on the grounds of age, disability, ethnic or national origin, gender, marital or parental status, political belief, race, religion or sexual orientation. Membership may be limited by the requirements of our Child Protection Policy.
- (c) Membership of the Society, which is assigned to all those who have volunteered at a CHaOS event, shall be for life, subject to the Society's Child Protection requirements, unless they have been expelled from the Society.
- (d) Active members of the Society shall be defined as those who have participated in one or more CHaOS events in the preceding 12 months, or who are members of the committee.

### **2.1 Disciplinary Processes**

- (a) The Society's only disciplinary sanctions are to expel or to suspend a member whose actions are felt to be such as to bring the Society into disrepute, to adversely affect the smooth running of the Society in a major way or to be in conflict with the Society's Child Protection Policy. Such expulsion or suspension can only be effected by a majority vote of all Executive Committee members, excluding the Senior Treasurer.
- (b) In the event of an expulsion, the excluded member is required to return all equipment, documents and finances belonging to the Society within 7 days.
- (c) If the excluded or suspended member wishes to appeal the decision, that appeal should be made to the Senior Treasurer, who will consider all the facts, and whose decision will be final. An appeal as to the process of exclusion, but not a further investigation into the facts, may be lodged with the Junior Proctor.

### **3. The Committee**

- (a) The Committee of the Society shall comprise an Executive Committee - consisting of the following: either a President or two Co-Presidents, Secretary and Junior Treasurer - as well as a Safety Officer, Child Protection Officer, other titled positions “with portfolio” and subject coordinators as decided by the Committee.
- (b) The five positions named in 3(a) (hereafter “named positions”) will be appointed by a vote at a General Meeting. In the event of one of these posts falling vacant between Annual General Meetings the Committee may appoint an ‘acting’ individual in the interim period until such time as a General Meeting can be held in accordance with this constitution.
- (c) Co-options without portfolio may be with or without vote, as determined by the Committee. Should a with portfolio position fall vacant, due to its creation, failure to elect a candidate or the resignation or removal of the previous incumbent from their position, then the rest of the committee as elected at the AGM may later co-opt a member into the position by simple majority vote. The Secretary is responsible for maintaining a current list of members of the Committee.
- (d) Members of the Committee are elected both to specific named or with portfolio positions until another person is elected to said position, or the position is abolished by vote of the Committee, and as General Members for life. Members of the Committee may resign their membership by informing the rest of the Committee.
- (e) Voting in the Committee shall be by a simple majority vote. In the event of a tie, the President or Co-Presidents shall have the casting vote. If the Co-Presidents cannot agree, the Secretary shall have the casting vote.
- (f) The elected committee shall appoint a Senior Treasurer each year to audit the Society's accounts. The Senior Treasurer shall be a member of the Regent House, or other person approved by the Junior Proctor. The Senior Treasurer shall be ex officio a member of the Executive Committee. The Senior Treasurer shall not be liable for any financial debt or any other obligation of the Society, unless the Senior Treasurer has personally authorised such a debt in writing.
- (g) The Committee shall meet as it determines. Any person eligible for membership of CHaOS may attend any meeting, unless the Committee decides to hold a closed meeting.

### **4. General Meetings**

- (a) The Committee may call a General Meeting of the Society at any time within the University Full Term. The time of such a meeting should be advertised at least 7 days in advance, and the location confirmed at least 2 days before the time announced, via the Society's ‘Interested’ and ‘More-Interested’ email lists.
- (b) A General Meeting shall be quorate if attended by at least 10 Active Members or 10% of the Active Members, whichever is the fewer.

(c) Votes at General Meetings shall be counted by the Secretary, or by whosoever is acting as Secretary. All votes will be anonymous.

(d) Voting in General Meetings shall be by a vote of a simple majority of the Active Members present except where explicitly stated elsewhere in this constitution. In the event of a tie, the President or Co-Presidents shall have the casting vote. If the Co-Presidents cannot agree, the Secretary shall have the casting vote.

(e) The Committee shall hold an Annual General Meeting (AGM) within 18 months of the preceding AGM. AGMs are subject to the same requirements as General Meetings and must be held during the University Term.

(f) At each AGM all named and with portfolio positions shall be up for election.

(g) Each vote for the election of named or with portfolio positions at Annual General Meetings or General Meetings shall be between each of the candidates standing and Re-Open Nominations, with the option to abstain. Candidates must obtain a plurality of votes in order to be elected. If a candidate cannot be found and voted in for a particular position, the post is considered vacant and should be filled in accordance with 3(b) or 3(c) as appropriate.

## **5. Changes to this Constitution**

(a) This constitution may be amended by a 2/3 majority vote of the Active Members present at a General Meeting of the Society.

## **6. Dissolution**

(a) The Society may be dissolved if the Committee determine that it should be dissolved and this resolution is ratified by a 2/3 majority of those present and voting at a General Meeting, or if the Society does not organise or participate in any science outreach events for a period of more than 12 months.

(b) At least twenty-one days' written notice of the intention to dissolve the Society, along with the time and date of the vote, must be given to the Active Members of the Society, via the Society's 'Interested' and 'More-Interested' email lists.

(c) Any motion for the dissolution of the Society shall provide for the transfer of any assets remaining after all liabilities have been met. Depending on the nature of the assets involved, the motion may determine the recipient as the Cambridge Science Festival or another STEM organisation, to be used for the purpose of science outreach, or another Registered University Society, or the Societies' Syndicate.