

Constitution of the Pembroke College Stokes *society*

1. THE SOCIETY

1.1 The Society shall be known as the Pembroke College Stokes Society.

14/11/1935, 28/11/1983, 06/02/1984

1.2 The aim of the Society shall be to promote matters of general scientific interest to its members through a series of talks and events, both academic and social, held throughout the Michaelmas and Lent terms, alongside such meetings for the consideration of the matters of the private business of the Society as deemed necessary by the Committee.

27/10/1936, 29/04/2015

1.3 The logo of the Society shall be the words "Stokes society", with the "o" of "Stokes" being replaced by the symbol for a line integral around a closed curve, and "society" filling the space below "Stokes" and to the right of the lower section of the integral symbol.

29/04/2015

1.4 All members of the Society shall abide by this Constitution.

24/11/1986

2. EVENTS

2.1 The Society shall endeavour to hold weekly evening lectures, discussions or debates throughout the Michaelmas and Lent terms. Similar events shall be organised during Easter term at the discretion of the Committee, alongside an Annual General Meeting where elections of the next year's Committee shall take place.

29/04/2015

2.2 The Committee shall organise social events throughout the year in accordance with the demands of the members. These should include the Garden Party and the Annual Dinner.

29/04/2015

2.3 Whenever possible (ideally always), the social events should be open to all members of the Society.

29/04/2015

2.4 The Committee shall endeavour to run all events at minimum cost to all. The cost of all academic events (including weekly evening lectures, discussions or debates) shall be included in the cost of the members' subscription, no fee shall be charged to members above this.

29/04/2015

2.5 That a standard cost for non-members to attend academic events shall be agreed upon by the Committee, and shall be fixed for the rest of the academic year.

29/04/2015

2.6 The price of each social event shall be set at the sole discretion of the Committee, although the Committee shall make all reasonable attempts to make the event accessible to all.

29/04/2015

3. MEMBERS

3.1 The Society shall consist of ordinary members, who are Members of the University of Cambridge, and such other members as the Society shall approve.

29/01/1920, 11/02/1920, 20/10/1947, 10/02/1975, 10/03/1980, 28/10/1985, 04/11/1985,
29/04/2015

3.2 Scholars and Exhibitioners of the College in Mathematics, Natural Sciences and Engineering may be declared members at the discretion of the President, if they so desire.

05/11/1924, 29/10/1925, 27/11/1979, 28/02/1983

3.3 New members can join at any meeting of the Society.

29/04/2015

3.4 Each ordinary member of the Society shall pay a subscription to the Secretary or Treasurer for either one-year membership or life membership. A one-year membership shall lapse on the first day of Full Term of the following academic year, and the life membership shall be defined literally as valid for the lifespan of the holder. The rate of subscription can be amended by the Committee, but must remain fixed for the rest of the academic year.

07/03/1977, 03/12/1979, 03/11/1980, 04/03/1981, 08/03/1982, 23/01/1984, 29/04/2015

3.5 The membership costs shall be paid at the meeting where the member joins the Society.

29/04/2015

3.6 The subscriptions so collected shall be used to cover the expenses of providing refreshments for each meeting of the Society. The remaining expenses of the Society shall be covered by the allowance from the General Amenities Committee.

29/04/2015

3.7 That every member makes himself acquainted with the constitution of the Society.

29/10/56, 17/11/1969, 01/11/1971, 03/11/75

3.8 That any person who has behaved in a manner disruptive or disrespectful to the Society may have their membership revoked. This shall be decided by a majority Committee vote.

29/04/2015

4. THE COMMITTEE

4.1 Election to the Committee:

- 4.1.1 The Members of the Committee shall be elected at the Annual General Meeting and hold office until the next Annual General Meeting.
- 4.1.2 The roles of President, Secretary, Treasurer and Events Officer are only open to Members of the Society who are Members of Pembroke College. The positions of Speakers Officer, Publicity Officer, Membership Officer, IT Officer and Graduate Representative are open to any Member of the Society.
- 4.1.3 Nominations must be opened officially, with all Members notified, at least seven days before the Annual General Meeting and closed a maximum of one day before the Annual General Meeting. Nominations should be made by email to the outgoing President.
- 4.1.4 The Society shall elect candidates by a single transferable vote system. Voting shall be open for 24 hours and shall take place electronically. In the event of a tie, elections shall be re-opened solely between the tied candidates. Unsuccessful candidates may be allocated to vacant positions at the discretion of the incoming President.
- 4.1.5 The outgoing Committee shall hold a handover meeting with the incoming Committee, to take place before the end of the Full Term in which the new Committee was elected.
28/01/1980, 20/02/1984, 11/03/1985, 11/03/1986, 29/04/2015, 04/05/2016

4.2 Roles of the Committee:

- 4.2.1 The President shall ensure smooth running of the Society, including taking overall responsibility for events, checking on the activities of the other Officers and providing motivation and direction to the Society. They shall also send out weekly emails to members via the mailing list, detailing upcoming events and other issues pertaining to the Society.
- 4.2.2 The Secretary shall arrange the Committee Meetings and record minutes of such meetings. The Secretary is also responsible for assigning tasks to the Committee and ensuring all tasks are completed on time.
- 4.2.3 The Speakers Officer shall contact speakers and organise the weekly talks. They shall endeavour to ensure varied Term Cards, which represent a broad range of scientific disciplines. They shall take full responsibility for liaising with speakers to ensure that all the requirements for their visit to the Society are known by the appropriate Committee member.
- 4.2.4 The Treasurer shall keep a record of the income and expenditure of the Society, as well as applying for GAC funding and submit the subsequent claims.
- 4.2.5 The Events Officer shall undertake the practical organisation of the weekly talks, Annual Dinner, Garden Party and other events throughout the year. This involves booking the Nihon Room (or other location), liaising with the Catering Department about crockery/glass provision, and buying the refreshments for both the guests and speakers.
- 4.2.6 The Publicity Officer shall have responsibility for the production and display of all publicity materials. They shall also advertise and invite members to events via social media.

- 4.2.7 The Membership Officer shall keep a record of all members, past and present. They shall also promote membership, especially at events during the start of the academic year.
- 4.2.8 The IT Officer shall maintain the website at stokes.soc.srcf.net and manage the mailing lists and the talks directory at talks.cam.ac.uk. They shall also run the voting system for the elections.
- 4.2.9 The Graduate Representative shall promote the Society within the graduate community.
- 4.2.10 All Committee members shall set-up and clear away the weekly talks and other events.
29/11/1935, 27/10/1936, 21/10/1974, 22/11/1976, 21/02/1977, 14/11/1977,
10/03/1980, 18/02/1981, 09/03/1981, 01/12/1981, 08/03/1982, 13/02/1984,
26/10/1987, 17/10/1988, 29/04/2015

5. AMENDMENTS

5.1 The Constitution may be amended at any Committee Meeting, provided that the amendment obtains at least a two-thirds majority of the Committee vote.

29/11/1935, 10/03/1980, 31/10/1983, 29/04/2015

5.2 Major alterations to whole sections of the Constitution must be passed by two-thirds majority vote at an Annual General Meeting open to all members of the Society.

29/04/2015

5.3 Amendments shall not have a retrospective effect.

07/03/1983