

CHRIST'S COLLEGE STUDENTS' UNION

CONSTITUTION

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CONSTITUTION

Section 1. General

- (1) In this Constitution the expression "GB" shall mean the Governing Body of Christ's College; the expression "CCSU" shall mean the Christ's College Students' Union; the expression "Exec" shall mean the Executive Committee of the CCSU; and the term "OM" shall mean an Open Meeting of the CCSU.
- (2) No alteration shall be made to this Constitution without the approval of both GB and OM or referendum. All alterations to this Constitution shall be in accordance with the Education Act 1994.
- (3) Standing Orders may be amended by referendum or OM alone, as under Section 2. If GB judges any provision of Standing Orders to be inconsistent with this Constitution, then that provision shall be null and void with immediate effect.
- (4) This Constitution shall be submitted to GB for review in accordance with the Education Act 1994, within twelve months and at intervals of not more than five years thereafter.
- (5) CCSU shall act in a fair and democratic manner in accordance with the Education Act 1994.
- (6) The membership of CCSU shall be those matriculated graduates and undergraduates of Christ's College, subject to the right not to be a member as under Section 1(7).
- (7) Any person qualified to be a member of CCSU may, by written notice to the President of CCSU, declare that he or she does not wish to be a member. Any person eligible to be a member that has previously disaffiliated with CCSU may re-affiliate by written notice to the President.
- (8) Any graduate or undergraduate member of the College who exercises the right not to be a member of CCSU shall not be unfairly disadvantaged with regard to the provision of services or otherwise.
- (9) The object of CCSU shall be to promote the interests of its members as determined by its members, within the bounds permitted by Charity Law.
- (10) In the event of any dispute arising as to the interpretation of the provisions of this Constitution, the ruling of the Master of Christ's College shall be final.

Section 2. Open Meetings and Referenda

- (1) The OM shall be the sovereign body of CCSU, except that it shall be bound by the outcome of referenda, whether enacted previously or subsequently.
- (2) The Exec shall convene at least two OM in each of the Michaelmas and Lent full terms, and at least one OM in the Easter Full Term. An OM must be convened within seven days if a written request is received, signed by at least twenty-five members of CCSU, unless there are fewer than seven days of Full Term remaining, in which case the meeting shall take place within seven days of the start of the next Full Term.
- (3) Referenda shall be called at the discretion of the Exec, or at the written request of at least fifty members of CCSU. In the latter case, a referendum shall take place within ten days of receiving the

request, unless there are fewer than ten days of Full Term remaining, in which case the referendum shall be held within ten days of the start of the next Full Term.

(4) OM and referenda shall be carried out in accordance with Standing Orders Sections A and B.

(5) Ordinary motions submitted to OM shall be passed by simple majority, and shall be quorate if at least twenty-five members of CCSU are in attendance. Constitutional motions and motions of no confidence shall be passed by two-thirds majority, and shall be quorate if at least fifty members of CCSU are in attendance.

(6) Ordinary motions voted on by referendum shall be passed by simple majority, and shall be quorate if at least twenty per cent of the undergraduate members of CCSU return ballots. Constitutional motions and motions of no confidence voted on by referendum shall be passed if at least two-thirds of the votes in a quorate ballot, as under section 2 (5), are 'yes' votes.

(7) Where an OM or Referendum passes any change to this Constitution, it shall be the duty of the Exec to submit those changes to the next meeting of GB for ratification.

(8) An Emergency OM (EOM) may be called by the Exec at any time, and must be called within 24 hours of receiving a petition signed by at least fifty members of CCSU. An EOM must be publicised immediately, and may only discuss the motion(s) for which it has been called, and may not consider constitutional motions or motions of no confidence. The EOM must take place not less than twenty-four hours, and not more than five days, after notice is given. The quorum for an EOM shall be fifty members of CCSU.

(9) Any policy passed at an OM or by referendum shall stand for a period of three years.

Section 3. The Executive Committee

(1) The Exec shall be responsible for pursuing such objectives as are dictated by OM or Referenda, for the administration of CCSU finances, and for the organisation of CCSU activities.

(2) The Exec shall include the following Major Officers:

(i) President

- The President shall be the formal head of CCSU, and shall take ultimate responsibility for the activities and organisation of the Exec.

(ii) Vice President

- The Vice President shall support the President in their duties, and ensure that the CCSU Constitution and Standing Orders are adhered to. They shall also act as External Officer, Educational Affairs Officer, and Secretary.

(iii) Treasurer

- The Treasurer shall be responsible for CCSU finances, and shall maintain communication between the Exec, the Finance Committee, and the amalgamated clubs regarding budgetary matters.

(iv) Male Welfare and Gender Equalities Officer

- The Male Welfare and Gender Equalities Officer shall work with the Female Welfare and Gender Equalities Officer to ensure the wellbeing of all Students at Christ's and provide a wide range of welfare services, particularly in Easter Term. They shall identify as a man and ensure the fair representation of men to the Exec. They shall work closely with the Female Welfare and Gender Equalities Officer to encourage Gender equality in Christ's.

(v) Female Welfare and Gender Equalities Officer

- The Female Welfare and Gender Equalities Officer shall work with the Male Welfare and Gender Equalities Officer to ensure the wellbeing of all Students at Christ's and provide a wide range of welfare services, particularly in Easter Term. They shall identify as a woman and ensure the fair representation of women to the Exec. They shall work closely with the Male Welfare and Gender Equalities Officer to encourage Gender equality in Christ's.

(3) In addition, the Exec shall include other Officers in such numbers and for such purposes as prescribed in Standing Orders Section C.

(4) The Exec shall have the power to co-opt further members by simple majority vote, as long as the size of the committee does not exceed eighteen. Co-opted members shall have no voting rights.

(5) Elected members of the Exec shall serve from the Michaelmas term elections until the Michaelmas term elections the following year. Co-opted members shall serve from the date of their appointment until the following Michaelmas term elections, or until released from their duties by a vote of the Exec.

(6) The Exec shall appoint a Welfare and Rights Committee as prescribed in Section E.

(7) At its discretion, the Exec may appoint further sub-committees to advise it. Exec members are to be informed of the times and venues of such committee meetings, and shall be afforded full voting rights. All posts on such committees shall lapse at the Michaelmas Term elections.

(8) There shall be at least four Exec meetings each term. The quorum for Exec meetings shall be seven. All elected members of the Exec may vote, bar the President, who shall cast the deciding vote in case of a tie.

(9) Any member of CCSU may attend Exec meetings, and may speak with the permission of the Chair, though may not vote. Business declared reserved by the Chair may only be heard by members of the Exec, and the Chair shall have the power to ask other attendees to leave when such business is raised.

(10) Minutes of Exec meetings shall be taken by the Secretary and published to members of the Exec before the next meeting. On request, minutes with reserved business redacted shall be published to all members of CCSU.

(11) An Exec post shall fall vacant whenever an officer:

(i) Resigns their post either through their own volition or through failing a vote of no-confidence;

(ii) Ceases to be a member of CCSU;

(iii) Fails to attend three Exec or Open Meetings without prior apologies being received by the President or Vice President, except in the case of extenuating circumstances.

In these cases, a by-election shall be held as under Section D(9).

Section 4. Elections for the Executive Committee

- (1) Elections shall be by secret ballot in which all members of CCSU are entitled to vote, except in the cases as under Section D(2). Voting by proxy is prohibited.
- (2) Half of the elected officers shall be elected in the fifth week of Michaelmas term and the other half elected in the sixth week of Michaelmas term. The first round of elections shall be at least five days before the second. The composition of each round shall be at the discretion of the Junior Returning Officer, except that the President, Vice-President, Treasurer, Male Welfare and Gender Equalities Officer, and Female Welfare and Gender Equalities Officer shall be elected in the first round.
- (3) The Senior Returning Officer shall be a Fellow of the College, appointed by GB. The Junior Returning Officer shall be the incumbent Vice President in the first instance, or a nominated member of the Exec in the second. The Junior Returning Officer and those members of the Exec or CCSU delegated specific duties by the Junior Returning Officer may not propose or second a candidate for election.
- (4) All elections shall be carried out according to the procedure as under Section D.
- (5) The election may take the form of an online election provided a physical ballot box is also available as under Section D(8).
- (6) If any post on the Exec goes unfilled after an election, then nominations shall be re-opened for a second vote for that post. If there remains a vacancy after the second vote, then the Exec shall have the discretion to co-opt a member, allow the post to remain vacant, or run a third and final election.
- (7) There shall be no sabbatical, or paid, elected office in CCSU.

Section 5. Finances

- (1) The finances of CCSU shall be supervised by the Treasurer, who shall be assisted by the Finance Committee.
- (2) The Finance Committee shall meet at least twice a year and comprise:
 - (i) The Treasurer;
 - (ii) A nominated Exec member who shall be responsible for minuting;
 - (iii) Four undergraduates nominated by the Exec, at least two of whom shall not be members of that body;
 - (iv) The Senior Treasurer;
 - (v) A nominee of the GB who shall chair the meeting but shall not vote.
- (3) Any member of CCSU may attend Finance Committee meetings and may speak with permission of the Chair, but non-Committee members may not vote. The Treasurer shall make public the time and place of each meeting with at least five days' notice.
- (4) The Senior Treasurer shall be a Fellow of Christ's College, appointed by the Exec, and shall advise the Treasurer and the Finance Committee.
- (5) The Treasurer shall yearly draft a budget for CCSU with the assistance of the Finance Committee. After being ratified in whole by OM, the budget shall be submitted to the

Undergraduate Liaison Committee for approval. Only if approved shall the budget authorise expenditure for the clubs concerned up to the amount specified. Funds must be applied for through the Treasurer.

(6) It shall be the duty of the Treasurer to audit all accounts held externally by a society in receipt of funds as an amalgamated club, by arrangement with the treasurer of that society.

(7) The Treasurer shall refuse to make funds available over and above that stipulated by the budget. At the discretion of the Exec, the Treasurer may make emergency funds available from any available contingency fund present within the budget. Any further overspending requires consultation with the Finance Committee and formal OM approval.

(8) For inclusion as one of the amalgamated clubs, a club must submit a constitution to be approved by an OM. The club must be open to all members of CCSU. All amalgamated clubs must have their status reviewed by the Finance Committee every three years.

(9) The accounting year of CCSU shall coincide with the College's financial year. The Treasurer shall prepare accounts each year showing the income and expenditure in the accounting year; the balances at the end of the year; a brief financial report; and details of any donations made by CCSU to external organisations in the accounting year. The Bursar will arrange for the accounts to be reviewed by the College's auditors. The accounts and reports shall be presented to the undergraduate Liaison Committee no later than the Lent Term following the accounting year end.

(10) CCSU shall publish termly to all undergraduate and graduate student members of the College the accounts, the financial report and the details of donations made by CCSU to any external organisations.

(11) CCSU shall set down in writing, and make freely accessible to all undergraduate and graduate student members of the College, and the GB, a statement of the procedure for allocating resources to groups and clubs.

(12) If CCSU wishes to enter into any long-term financial contract, this must be approved by both OM and a meeting of the Finance Committee. For these purposes a long-term financial contract shall mean a contract greater than one year in length.

Section 6. Affiliation to External Organisations

(1) If CCSU decides to become affiliated to any external organisation, it shall publish to all undergraduate and graduate student members of the College, and to the Undergraduate Liaison Committee, a notice of this decision stating the name of the organisation and the details of any subscription or similar fee paid and any donation made or proposed to be made to the organisation. Affiliation shall mean any form of membership of, or formal association with, an organisation the purposes of which are not confined to purposes connected to the College.

(2) CCSU shall publish annually to all undergraduate and graduate members of the College, and to the Undergraduate Liaison Committee, a report stating the names of all the external organisations to which it is affiliated and the details of any subscription or similar fee paid, and of any donation made or proposed to be made, to the organisations in the year covered by the report.

Section 7. Grievances

(1) All undergraduate and graduate student members of the College or groups of such members who are dissatisfied in their dealings with CCSU, or claim to have been unfairly disadvantaged by reason of having exercised the right not to be a member of CCSU, or who object to an item of expenditure, may complain formally to the President. The Exec shall make every attempt to resolve the complaint.

(2) If the complainant is not satisfied by the actions of the Exec then they may approach the Senior Tutor, who shall appoint a Fellow to investigate the issue promptly and fairly. The Fellow may not delegate this responsibility. Within fourteen days of appointment, the Fellow must submit a final report to the GB, the Exec, the Senior Tutor, and the complainant. This report will contain the findings of the investigation. If the complaint is upheld, then a subsequent course of action shall be recommended.

(3) The GB shall have the power to provide such effective remedy as they consider appropriate, if any, when a complaint is upheld.

STANDING ORDERS

Section A. Procedure for Open Meetings

- (1) Section 2 of the Constitution shall apply.
- (2) Notice of an OM shall be published at least five days in advance, stating the time and venue of the meeting, and the deadline for motions as under Section A(3). Motions must be published no less than two days before the meeting.
- (3) All ordinary and constitutional motions must be submitted to the Vice President no less than three days before the OM. Motions must be proposed and seconded by members of CCSU, or by the Exec collectively. The proposer retains the right to withdraw their motion at any time.
- (4) Emergency Motions must be submitted to the Chair before the beginning of the meeting. The OM shall decide by a two-thirds majority whether it wishes to consider the motion. Emergency Motions may not discuss the amendment of the Constitution or Standing Orders or propose a vote of no confidence.
- (5) The OM shall be chaired by a member of the Exec, who in the first instance shall be the President. The Chair shall not vote, except in the case of a tie in which case they have the casting vote. If Standing Orders require interpretation then the Chair's ruling is final.
- (6) A member of the Exec, who in the first instance shall be the Secretary, shall be appointed to take minutes. These minutes shall be published no less than forty-eight hours before the next meeting for approval by the OM. If the minutes are rejected, then they shall be modified according to any recommendations and shall be re-submitted to the next OM.
- (7) The Chair may impose a time limit on individual motions or on the meeting as a whole, if considered appropriate.
- (8) The order of business at OMs shall be as follows:
 - (i) The meeting is declared open;
 - (ii) The minutes of the last meeting are approved by simple majority;
 - (iii) Matters arising from the minutes of the last meeting are discussed;
 - (iv) Reports from officers, representatives, coordinators, and committees of CCSU are given and discussed;
 - (v) Questions to the Exec;
 - (vi) Ordinary and Constitutional Motions are debated and voted on;
 - (vii) Emergency Motions are debated and voted on;
 - (viii) Any other business.
- (9) Debates shall begin with an opening speech by the proposer or their nominee. The Chair shall then solicit questions to the proposer, or else further speeches in favour of or opposition to the motion, endeavouring to keep the debate balanced. Amendments not accepted by the proposer as 'friendly' shall be discussed and voted upon. If passed by simple majority, the amendment shall immediately become part of the motion. The debate shall end when a speech is not taken, or if a procedural motion to move to a vote is passed, or if a time limit imposed by the Chair expires.

(10) Procedural motions may be proposed at any point in the debate, and are voted on by simple majority:

- (i) That the motion/amendment should not be put (i.e. that it should be withdrawn). This can only be used if the motion/amendment is likely to cause offence, or if its resolution(s) are judged to be impractical or inapplicable;
- (ii) That the matter should be referred back to the Exec;
- (iii) That the motion/amendment should be voted on immediately;
- (iv) That the motion/amendment should be voted on in parts;
- (v) That the motion/amendment should be voted on by secret ballot;
- (vi) That part of the motion/amendment should be deleted;
- (vii) That a specified part of the Standing Orders should be suspended for the OM;
- (viii) That any suspended part of the Standing Orders should be reinstated;
- (ix) That the Chair give his/her immediate ruling on the procedure of the OM;
- (x) That the Chair stand down for the duration of the OM and that the Exec elect a new Chair;
- (xi) That a standing time limit be extended for a specific period.

(11) Anyone making a remark judged to be hate speech by a majority vote of the OM shall be asked by the Chair to withdraw that remark, and if they refuse to do so, they may be asked to leave the OM.

Section B. Procedure for Referenda

(1) Section 2 of the Constitution shall apply.

(2) All members of CCSU are entitled to vote in referenda and may not be excluded on any grounds. Voting by proxy is prohibited.

(3) The Returning Officer shall be the Vice President in the first instance, or a nominated member of the Exec in the second.

(4) Multiple motions may be considered on a single ballot. Each motion must be phrased as a 'yes' or 'no' question. The wording of each motion shall be at the discretion of the Returning Officer, who shall strive to avoid bias.

(5) The location and time of the referendum and count shall be advertised by the Returning Officer at least five days in advance. Any member of CCSU may attend the count. The Returning Officer shall publish the results of the referendum as soon as possible.

(6) Referenda shall be by a first-past-the post system. The referendum may take the form of an online vote and/or a physical ballot. Physical polling shall be carried out as under Section D(8).

Section C. Executive Committee Officers

(1) Section 3(3) of the Constitution shall apply.

(2) In addition to the Major Officers, there shall be a number of other Officers:

(i) Access Officer

- The Access Officer shall be responsible for liaising with the Admissions Department and promoting College open days and the CUSU shadowing scheme. They shall also strive to encourage applications to the College amongst those from minority and disadvantaged backgrounds.

- (ii) Entertainments Officer
 - The Entertainments Officer shall be responsible for hosting a wide variety of events at College, including bops, in conjunction with the Welfare and Charities officers. They shall also maintain the JCR store cupboard.
- (iii) Environmental and Ethical Affairs Officer
 - The Environmental and Ethical Affairs Officer shall encourage both CCSU members and College authorities to act in a manner that is consistent with the high ethical standards of sustainability, humanitarianism, and fair trade.
- (iv) Charities Officer
 - The Charities Officer shall be responsible for organising the CCSU charities ballot and aim to incorporate charitable elements within CCSU events. They shall collaborate with the Christ's RAG representative.
- (v) Publicity Officer
 - The Publicity Officer shall be responsible for advertising the Exec to CCSU members, above all by producing posters and a weekly email bulletin.
- (vi) Catering and Facilities Officer
 - The Catering and Facilities Officer shall manage student facilities in the JCR, TV Room, Gym, and Buttery, and regularly liaise with the Catering Manager to ensure the high quality of food at College.
- (vii) First Year Officer (x2)
 - The First Year Officers shall be first year undergraduates at the time of their election, one male and one female, and ensure the fair representation of first years to the Exec. Their prime responsibility shall be for the organisation of Freshers' Week in the first week of Michaelmas term with the aid of an *ad hoc* Freshers' Week committee.
- (viii) Fourth Year Officer
 - The Fourth Year Officer shall be a student in their fourth year after matriculation at the time of their election, and ensure the fair representation of fourth years to the Exec. They shall strive to maintain channels of communication between CCSU and the Graduate Society.
- (ix) Internationals' Officer
 - The Internationals' Officer shall hold a non-UK home address, and ensure the fair representation of international students to the Exec.
- (x) LGBT Officer
 - The LGBT Officer shall identify as a part of the LGBT community, and ensure the fair representation of LGBT students to the Exec.
- (xi) Ethnic Minorities Officer
 - The Ethnic Minorities Officer shall ensure the fair representation of ethnic minority students to the Exec.

(3) In addition, a Webmaster shall be co-opted as soon as possible following the Michaelmas term elections.

(4) The President of the Christ's College Graduate Society, or their nominee, shall have a standing invitation to attend meetings of the Exec. They shall be afforded the right to speak at their own leisure, though may not take part in votes.

(5) Once elected, the Male and Female Welfare and Gender Equalities Officers shall decide between them which one shall be a representative of CCSU in the Governing Body, along with the President, Vice President and Treasurer. If no agreement can be reached, then the representative shall be decided by a vote of the Exec.

Section D. Procedure for Executive Committee Elections

- (1) Section 3(6) of the Constitution shall apply.
- (2) All members of CCSU shall be entitled to vote in Exec elections, except in the following cases:
 - (i) Only those who identify themselves as male may vote for the post of Male Welfare and Gender Equalities Officer and only those who identify themselves as female may vote for the post of Female Welfare and Gender Equalities Officer;
 - (ii) Only undergraduates in their first year may vote for the posts of First Year Officers;
 - (iii) Only students in their fourth year after matriculation may vote for the post of Fourth Year Officer;
 - (iv) Only those whose legal or funding status in the UK is that of overseas student, or who are residents of a continental EU country or of the European Economic Area (EEA), or who self-define as overseas, international or foreign students, may vote for the post of Internationals' Officer;
 - (v) Only those who identify themselves as LGBT may vote for the post of LGBT Officer;
 - (vi) Only those who identify themselves as belonging to an ethnic minority may vote for the post of Ethnic Minorities Officer.
- (3) At its discretion, the Exec may suspend the procedure contained within this section of Standing Orders for the election of LGBT Officer if it is felt that such procedure would cause distress to or discriminate against a significant proportion of potential voters.
- (4) The Junior Returning Officer shall open nominations at least seven days before the election and close them no later than three days before the election. Candidates shall submit a manifesto, comprising one side of A4 paper, to the Junior Returning Officer, bearing their signature and those of two members of CCSU designated as proposer and seconder.
- (5) Voting and counting shall be by Alternative Vote (AV). Any election using AV shall abide by the rules of conduct as published by the Electoral Reform Society.
- (6) Re-open nominations (RON) shall be a candidate for every post. In the event of RON winning an election, the procedure contained in Constitution Section 4(6) shall be followed.
- (7) The location and times of the election and count shall be published at least three days in advance. Any member of CCSU may attend the count. The Junior Returning Officer shall publish the results of the election as soon as possible.
- (8) The poll must be open for at least four hours and shall be supervised by at least one Exec member at all times. All ballot papers shall be stamped with a CCSU-authorized stamp upon issue, or signed by a supervisor. Spoilt papers must be marked "SPOILT" by the supervisor and placed in the ballot box. The voter may then be issued with a further paper at the discretion of the supervisors.
- (9) If a post falls vacant for any reason a by-election shall be held in no fewer than five days and no more than twelve days.
- (10) Hustings for every election or by-election shall be conducted as follows:
 - (i) A Hustings must be held by the Junior Returning Officer within two days of nominations closing, and at least one day before the election. The Hustings shall be open to all members of CCSU.

- (ii) All candidates must attend the Hustings and give a presentation as described in (iv), except if there extenuating circumstances as determined by the Junior Returning Officer. Candidates not attending Hustings without the prior approval of the Junior Returning Officer shall be considered to have withdrawn their candidacy and shall take no further part in the election. A candidate shall be deemed to have attended Hustings if they are present for the duration of the proceedings relating to the position they are standing for.
- (iii) The Hustings shall be chaired by the Junior Returning Officer. There shall be a Chair's Aide who shall assist the Chair in their duties. The Chair's Aide shall be the incumbent President in the first instance, or a nominated member of the Exec in the second.
- (iv) All candidates must give a presentation as follows:
 - I. For contested positions other than that of President, the candidates each shall give a speech no longer than three minutes. This shall be followed by up to fifteen minutes of questions.
 - II. For uncontested positions other than that of President, the candidates may give a speech of no longer than one minute, if they wish. This shall be followed by up to ten minutes of questions.
 - III. For the position of President, candidates shall give a speech of no longer than five minutes. This shall be followed by up to ten minutes of questions.
- (v) The positions shall be ordered in the Hustings at the discretion of the Junior Returning Officer, except that the contested positions shall speak before the uncontested positions, and the President shall be the last position in his/her group (contested or uncontested).
- (vi) The candidates will be invited to speak during the time allotted to them as in (iv), in alphabetical order by surname. The Chair's Aide shall keep time and alert the candidates when they have one minute remaining. The Chair and Chair's Aide shall stop the candidate as soon as possible after the allotted time elapses. In the event that a candidate cannot attend the Hustings (given the provisions in (ii)) the Chair may read a written statement conforming to the time limits in (iv) on the candidate's behalf.
- (vii) Questions will be solicited by the Chair from the audience after every candidate for a position has spoken. Questions must be addressed to the position, not to any individual candidate, and the candidates shall answer in rotational order as determined by the Chair. Members attending Hustings may ask one question at a time and must allow all candidates to answer without interruption. The chair may ask for clarification by the questioner if necessary.
- (viii) The Chair's Aide shall keep time during the questions and shall alert the Chair when the allotted time in (iv) has elapsed, after which the Chair must conclude the questioning after all candidates have been given enough opportunity to answer the current question. The Chair may then propose the motion that the question period be extended, which shall be voted on by all those attending and shall pass by simple majority. This procedure may be repeated as many times as are necessary. The Chair shall have final authority to end questions.

(11) The Junior Returning Officer shall post the candidates' manifestos in public areas of the College. There shall be copies available wherever voting takes place, including online voting. No

other form of active campaigning shall be permitted. Candidates found at the discretion of the Junior Returning Officer to be campaigning shall face sanctions decided by the incumbent Exec.

Section E. The Welfare and Rights Committee

(1) Section 3(6) of the Constitution shall apply.

(2) The aim of the Welfare and Rights Committee shall be to ensure the wellbeing and promote the interests of all racial, ethnic, religious, gender, sexual, and academic groups at Christ's College, and to defend the equal rights of such groups against all forms of institutional and personal discrimination.

(3) The Welfare and Rights Committee shall be attended by the President, the Male Welfare and Gender Equalities Officer and the Female Welfare and Gender Equalities Officer, a First Year Officer, the Fourth Year Officer, the LGBT Officer, and the Internationals' Officer, in addition to a number of Representatives and Coordinators, who shall be co-opted by a simple majority vote of the Exec following a period of advertising and consultation as soon as is practicable after the Michaelmas term elections.

(4) Representatives shall be responsible for raising awareness of and addressing issues that concern the constituencies from which they are drawn. Coordinators shall be responsible for managing welfare campaigns and assisting the Male and Female Welfare Officers with everyday duties.

(5) The Welfare and Rights Committee shall strive to include the following:

- (i) LGBT Representative;
- (ii) Internationals' Representative;
- (iii) Men's Representative;
- (iv) Ethnic Minorities Representative;
- (v) Disabilities Representative;
- (vi) Sexual Health Coordinator;
- (vii) Drop-in Coordinator;
- (viii) Campaigns Coordinator.

The Exec shall appoint as many persons to each position as is considered necessary, though positions shall be allowed to fall vacant if no relevant Representatives or Coordinators can be found in any one year. The Exec shall have the power to create and co-opt further positions, as long as the size of the committee does not exceed sixteen.

(6) No Exec Officer shall be simultaneously a Representative and/or Coordinator. No person shall hold more than one committee position.

(7) Representatives and Coordinators shall have no voting rights on the Exec, although shall be obliged to attend meetings if invited by the President. The Male and Female Welfare Officers shall report on the committee's proceedings at Exec meetings.

(8) The Welfare and Rights Committee shall convene at least three times a term. Meetings shall be chaired by either the Male or Female Welfare Officer, and this shall be decided between the two Welfare Officers, or by a vote of the Exec if no agreement can be reached. A deputy may be nominated if the Welfare Officer is indisposed.

(9) A Committee Secretary shall be appointed by the chair before the first meeting of the year, and shall be the President in the first instance. The Secretary shall be tasked with keeping minutes of the committee's meetings for periodic review by the Vice President.

(10) A Representative or Coordinator shall be considered resigned if they:

(i) Resign their post through their own volition;

(ii) Cease to be a member of the CCSU;

(iii) Fail to attend three meetings without prior apologies being received by the Welfare Officer or Secretary, except in the case of extenuating circumstances.

In these cases, the Exec shall attempt to co-opt a replacement.