

Cambridge University Spaceflight Constitution

1. Name:

The name of the Society shall be “Cambridge University Spaceflight”, abbreviated to “CU Spaceflight”, hereafter referred to as “the Society”.

2. Aims:

- (1) To promote space exploration to students of all ages.
- (2) Start and support projects with space-related applications.
- (3) Foster links with university groups and other interested parties

3. Membership:

- (1) Membership of the Society shall be open to all members of the University regardless of religion or nationality and others that support the Society’s aims at the discretion of the Directors.
- (2) Membership shall be free to all those who wish to join.
- (3) The Directors may expel any member whose conduct seems likely to bring the Society into disrepute.
- (4) The Society may charge for activities and talks run by the Society.

4. The Directors:

- (1) There shall be three Directors who shall be responsible for the running of the Society.
- (2) The Directors shall be responsible for the Society’s assets.
- (3) The Directors shall be responsible for ensuring members are kept informed of society events, progress of projects, and other Society developments.
- (4) All decisions of consequence to the running of the Society must be approved, and that approval recorded, by at least two of the Directors. A Director may veto a decision, in which case the decision will be made through a simple majority vote by the membership.
- (5) Elections for the position of Director shall occur if an existing Director steps down or if an election for one, two or all three of the Directorships is called for by the Senior Treasurer. The Senior Treasurer will decide the date of the election and potential candidates must submit their name to him at least two days before the decided date. Members will be able to vote for a number of candidates equal to the number of vacant positions by secret ballot. The candidate(s) with the highest votes will be named the new Director(s).
- (6) For so long as the Society shall be Registered with the Junior Proctor, it shall be the duty of the Directors to ensure that the Society complies with the requirements for Registration as a University Society.
- (7) To be eligible for Directorship a person must be a member of the society and a student at the University. As a result, a Director must step down upon his/her graduation and an election will be automatically triggered under Section 4, Paragraph 5.

5. Junior Council:

- (1) The Junior Council will consist of student members appointed by the Directors to assist them in running the Society
- (2) The Directors may create and retract positions as they see fit to help run the Society.
- (4) The Directors may appoint any member to a position and remove them from a position with immediate effect.
- (5) If a member feels that they have been removed without due reason they may raise the issue with the Directors or the Senior Treasurer.

6. Senior Council:

- (1) The Senior Council will consist of non-student members who offer support to the Society in an academic or industrial capacity.
- (2) Senior Council Membership may be offered to an individual who has the unanimous support of all three Directors.
- (3) Senior Council Membership is offered to an individual as a life membership however they may retract their membership through a written request.

7. Projects:

- (1) Students wishing to start a project, run an activity or host a talk as part of the Society should submit a proposal to the Directors. Only after the Directors have approved the project/activity/talk will it be backed by the Society and the relevant support made available.

8. General Meetings:

- (1) The Directors may decide when and where general meetings take place and with what frequency.
- (2) At least two Directors must be present at a General Meeting
- (3) The quorum for a General Meeting shall be (including the directors) twenty or half the members; whichever is less.

9. Financial Matters:

- (1) The Society shall maintain a banking account with a suitable Bank or Building Society to hold the Society's funds.
- (2) The Directors will manage the Society's funds. This includes, but is not limited to, bank accounts, building society accounts and investment of the Society's assets.
- (3) It is the responsibility of the Directors to ensure that monies spent and received are properly accounted for and that the Society's financial records are kept in good order.
- (4) Society expenses shall be paid from the Society Account.
- (5) Payments below £20 pounds may be made by a single Director but must be recorded and signed for in the Society records by the Director making the payment. The receipt must be kept with the Society records.
- (6) Payments above £20 must be approved by at least two Directors, recorded in the Society records by the Director making the payment and signed by two or all three of the Directors.
- (7) Members may be reimbursed for purchases only if the purchase, or a budget, has been authorised by at least two Directors prior to the purchase being made.
- (8) The Senior Treasurer shall make arrangements for the Society's Accounts to be properly audited, either by himself, or by some other person approved under University Ordinances.
- (9) The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society unless he or she has personally authorised such a debt in writing.

10. Changes to the Constitution:

The Constitution may only be amended at a General Meeting following a two-thirds majority vote.

11. Dissolution:

- (1) The Society may be dissolved at a General Meeting provided that at least twenty-one days written notice of the intention to dissolve the Society has been given to the members. At least two thirds of those present and voting at the General Meeting and all three Directors must vote in favour of the motion for Dissolution for it to be effective.
- (2) Any motion for Dissolution of the Society shall provide that assets remaining after all liabilities have been met shall be transferred either to another Registered University Society, or to the Societies Syndicate.