



## **CONSTITUTION OF NUI GALWAY STUDENTS UNION**

**Passed by Referendum on Thursday 18th April 2002**

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### **1. NAME**

The name of the association which shall be governed by this constitution shall be, "Comhaltas na Mac Léinn, Ollscoil na hÉireann, Gaillimh", and in English be "The Students' Union of the National University of Ireland, Galway", hereinafter referred to as "the Union".

### **2. FUNCTIONS OF THE UNION**

The function of the Union shall be to represent its members and promote, defend and vindicate the rights of its members at all levels of society.

### **3. FUNDAMENTAL OBJECTIVES**

The objectives of the Union shall be the promotion and furtherance of any matters of interest to the membership and without prejudice to the generality of the foregoing, in particular:

- A. To act as the recognised representative body, as set out in the University calendar for registered students and their interests within the University.
- B. To provide and manage social, recreational and commercial services for the members of the Union.
- C. To promote discussion and research on all matters of interest to members of the Union particularly educational and welfare matters and to communicate these to the Union members.
- D. To promote the unity of the organisation and contact between members through assisting clubs, societies and other student organisations of the students within the University.
- E. To promote good relations between students and staff of NUI, Galway.

- F. To encourage and pursue the aspiration of fair and equal access to education through Irish or English for all sectors of the Irish people.

#### **4. MEMBERSHIP**

- A. All registered students of the University shall, on payment of the student levy become full members of the Union. All members of the Executive are full members of the Union by virtue of their being elected.
- B. All members of the University staff may become associate members of the Union during the course of their employment, upon payment of the membership fee as determined from time to time by the Class Representatives Council (hereinafter referred to as the "CRC"). Such members may enjoy the facilities of the Union, take part in its social, recreational and cultural activities, but they may not take part in the government and policy making of the Union.
- C. The Union shall have the power to elect a Patron or Patrons, Honorary Officers, and Honorary Members, upon such terms as the Union Executive may from time to time decide.
- D. Members of other Students' Unions may use the facilities of the Union, subject to the agreement of the Union, and on such conditions as may be laid down from time to time by the Union.

#### **5. AUTHORITY**

- A. Subject to this constitution the powers of government of the Union shall be vested in, and exercised by, the organs established by this constitution in the following order of importance, namely:
  - i. A Referendum of all members and/or other voting procedures as laid down in the schedules of the constitution.
  - ii. The Union General Meeting.
  - iii. The CRC.
  - iv. The Union Executive Committee.
  - v. The Union President.
- B. Unconditionally, the Union should carry out its duties, aims and functions as an independent body. At no point should the Union executive allow itself to be influenced by any of the constitutional political parties.

#### **6. STRUCTURE**

- i.
  - A. The structure of the Union shall be such that the president shall exercise plenary powers between Executive meetings and shall on request present a report of work to these meetings and shall be subject to any decision made by the Executive. The Executive,

including the President, shall present a report of work to the Union Body (hereinafter referred to as UB) and those officers shall be subject to any decision made by the CRC. All decisions made by the CRC shall be subject to and reversible by, the General Meeting. All decisions of the General Meeting shall be reversible by a referendum.

- B. NUI, Galway Students' Union is affiliated to the Union of Students in Ireland.
- C. The Union shall have two co-equal official languages i.e. Irish and English.
- D. All official written and electronic matter of the Union shall be presented bilingually i.e. in Irish and English.

- ii. The Union functions are separated into the following two distinct areas:
  - A. Representational

Accounts relating to the Representational functions of the Union shall be controlled by the Executive Committee. The signatures of the President, a Vice-President and the senior staff member shall all be required on cheques or on any form of debit paper drawn on the representational account.

- B. Commercial

The commercial activities of the Students' Union shall be run in accordance with the provisions of this constitution. Siopa na Mac Léinn, Concourse Catering, Bar Catering and the College Bar shall be controlled by the Board of Directors of NUI, Galway Students' Union Commercial Services Limited. Responsibility for Publications, Entertainments and the general office services (general office services being exam papers, lockers and other services as may be decided from time-to-time by the Executive) shall be retained by the Executive Committee.

Signatories on cheques and all forms of debit paper from the Union's companies' accounts shall be decided by the respective Boards of Directors of these companies.

## **7. OFFICERS**

- A. The Officers of the Union shall be:
  - i. The President
  - ii. The Vice-President / Welfare Officer

- iii. The Vice-President / Education Officer
  - iv. The Postgraduate Officer
  - v. The Student Development Officer
  - vi. The Equality Officer
  - vii. The Irish Language Officer
  - viii. The Societies' Chairperson
  - ix. The Clubs' Captain
- B. The President shall be an ex-officio member of all Union committees and sub-committees unless otherwise stated in the Constitution and its Schedules. S/He may delegate her/his position on all committees, except the UB and Executive Committee, to members of the Executive Committee or CRC.
- C. Officers of the Union shall be elected in accordance with Schedule I of this constitution.
- D. The President and Vice-Presidents shall be full-time paid officers of the Union. They shall receive and sign employment contracts prior to taking up office and shall be remunerated at a rate to be decided by the Executive Committee.
- E. The Union President shall be responsible for the working and safeguarding of this constitution.

## **8. INDEMNITY**

Every officer, appointee or member of staff of the Union shall be entitled to be indemnified out of the assets of the Union against all losses or liability which s/he may sustain or incur in or about the execution of his or her office or otherwise in the relation thereto and no officer, appointee or member of staff shall be liable for any loss, damage or misfortune, which may happen to or be incurred by the Union in the execution of the duties of his or her office or in relation thereto. Provided that nothing in this clause shall affect their liability for the consequences of any negligent act on their part.

## **9. GENERAL MEETINGS**

- A. There shall be two kinds of General Meeting:
- i. An "Ordinary General Meeting" and
  - ii. An "Emergency General Meeting"
- B. An Ordinary General Meeting shall be called at least once per semester. The Annual General Meeting shall be held in the first semester, with at least five college days (hereinafter "college days" referred to are Mon-Fri during semester) notice given. In the event of exceptional circumstances arising that would prevent this, the matter must be referred to the CRC.

If an Annual General Meeting cannot be held in the first semester then

an alternative date should be arranged no later than four weeks into the second semester with the agreement of the CRC.

- C. An Emergency General Meeting, must be convened within three college days of receipt of request, with at least one college days' notice given.
- D. An Emergency General Meeting shall be called, upon receipt of a written request by the Administrative Secretary. It may be from any of the following:

The President of the Union  
Or The Executive Committee  
Or The CRC  
Or Two hundred (200) full members of the Union.

Any Emergency General Meeting shall discuss only the business for which it was called, and this business must be specified in the written request.

- E. Notices for all general meetings shall be placed on all of the Union notice boards and website(s). Notices of motion, bearing the name of the proposer and seconder, shall be submitted to the Office of the Secretary of the Union not less than three college days before the General Meeting at which they are to be discussed. The final agenda shall be placed on the Union notice boards and website(s) two college days before the General Meeting.
- F. Any member of the Union shall be entitled to attend and speak at all General Meetings of the Union. Only full members of the Union shall have the right to vote at any General Meeting.
- G. The quorum for an Ordinary General Meeting shall be two hundred and fifty (250) full members of the Union and the quorum for Emergency General Meetings shall be two hundred (200) full members of the Union. In the event of a successful quorum challenge at any point in the proceedings, no further decisions shall be reached at that meeting, but the tablers of the remaining items on the agenda shall have the right to table those items at the next Ordinary General Meeting. Voting shall be determined by simple majority.
- H. All General Meetings shall be conducted in accordance with such standing orders as may be determined from time to time. Such standing orders may be suspended by a two-thirds (2/3) majority of those present and voting. Standing Orders may not be suspended retrospectively.

## **10. CLASS REPRESENTATIVE COUNCIL**

The following should be read in conjunction with CA/STD/M23/4, a paper on formalising the Class Representatives Council passed by Academic Council

Standing Committee on June 9<sup>th</sup>, 2001.

The Class Representative Council shall comprise the Faculty Class Representative Council (the "FCRC") and the Union Body (the "UB") as hereinafter defined and both entities shall collectively be referred to as the Class Representative Council (the "CRC").

### **The Union Body**

- A. (1) The Union Body (the "UB") shall be constituted as follows:
- (1) All members of the Executive Committee; and
  - (2) All FCRC UB elected representatives (as hereinafter defined at clause 10(2)(c))
- (2) Each Executive Committee member and each FCRC UB elected representative shall be entitled to cast one vote at UB meetings.
- B. The normal functions of the Union Body shall be to make decisions on all matters pertaining to the social, cultural and recreational life of the Student Union and the University, and to the welfare and education of students. It shall advise the Executive Committee of the concerns and needs of the general student body and shall also inform the general student body on policy matters and general issues within the Union. In making decisions the Union Body shall also have the power to mandate the Executive Committee to carry out the necessary duties required in order to address the concerns and needs of the student body.
- C. The UB shall hold at least one meeting in each calendar month during the academic year.
- D. Minutes of all UB meetings shall be taken by the Administrative Secretary of the Student Union.
- E. The UB shall have the power to elect sub-committees as it may from time to time decide.
- F. All UB meetings shall be conducted in accordance with such Standing Orders as may be determined from time to time. Such Standing Orders may be suspended by a two thirds (2/3) majority of those present and voting. Standing Orders may not be suspended retrospectively.
- G. At least three college days notice shall be given of all ordinary UB meetings. The notice for each meeting shall be placed on the Student Union notice boards and on the Student Union website [www.su.nuigalway.ie](http://www.su.nuigalway.ie).
- H. An Emergency Meeting of the UB must be convened by the Administrative Secretary within three college days following the receipt of

the written request by the Administrative Secretary. Any of the following may request an Emergency UB Meeting:

- i. The President of the Union
- ii. The Executive Committee
- iii. One third of the members of the CRC

Notice of an Emergency Meeting shall be posted on all Student Union notice boards and website immediately. The quorum for an Emergency UB Meeting shall be one third (1/3) of the members of the UB.

- I. The quorum for all ordinary meetings of the UB shall be forty percent (40%) of all voting members. In the event of a successful quorum challenge at any point in the proceedings, no further decisions shall be reached at that meeting but the tablers of any remaining agenda items shall have the right to table those items at the next ordinary meeting.
- J. If any member of the Executive Committee fails to attend three consecutive meetings or six meetings in total without giving written apologies to the Administrative Secretary, s/he shall be deemed to have resigned.
- L. Members of the UB and FCRC shall be deemed to have resigned if they fail to attend three consecutive meetings without written apologies or six meetings in total.
- M. In the event of a tied vote at any UB meeting, the President shall have the casting vote.
- N. All UB meetings shall be chaired by a non-Executive Committee member. The Chairperson shall not be entitled to vote at the meeting being chaired by him/her.

## **(2) FACULTY CLASS REPRESENTATIVES COUNCIL (“FCRC”)**

A. Each of the following faculties shall have a FCRC:

- Arts;
- Engineering;
- Science
- Law;
- Commerce;
- Medicine and Health Science.

A Post graduate FCRC shall also be constituted in each academic year.

- B. Each FCRC shall comprise one class representative from each class within its faculty.
- C. Each FCRC body shall elect seven members to represent that FCRC at UB (hereinafter referred to as "FCRC UB representatives"). All such elections shall be governed in accordance with the rules and regulations imposed by the Executive Committee from time to time.
- D. The function of the FCRC is to discuss issues affecting each particular faculty.
- E.
  - (1) Each FCRC shall hold at least one meeting every month during the academic year. Each class representative within the FCRC shall be entitled to one vote at its FCRC meeting. The Education Officer shall attend every meeting of each FCRC. He/She shall have the power to delegate this responsibility to another member of the Executive Committee. The Post Graduate Officer must attend the Post Graduate FCRC meetings.
  - (2) Any FCRC member has the power to request the attendance of any member of the Executive Committee at a FCRC. Such request must be submitted to the Education Officer three college days prior to a meeting.
  - (3) Each FCRC shall be chaired by an elected chairperson who shall not be entitled to vote at the said FCRC meeting. The said chairperson shall be elected by its FCRC at the beginning of the academic year and shall chair each meeting of its FCRC during that academic year.

### **(3) GENERAL**

Any motion or items for inclusion on the agenda of Union Body or FCRC meetings shall be submitted to the Office of the Administrative Secretary of the Student Union, or to the Office of the Education Officer in writing not less than two college days before the meeting at which they are to be discussed. Each motion shall bear the name of the proposer.

### **(4) REPORTS OF EXECUTIVE COMMITTEE**

All Executive Committee members must provide a written report of work in progress and any other relevant information for every meeting of Union Body. This Report must be emailed to all members of Union Body three college days prior to a meeting of Union Body.

## **11. THE EXECUTIVE COMMITTEE**

- A. The Executive Committee shall be constituted as follows:
  - i. **The President of the Union**, who shall be chairperson and shall

have responsibility to uphold this Constitution and the terms of reference of all Union companies. The President shall be responsible for liaising with the appropriate staff members of the Union, the Union's companies and with University management. S/He shall have responsibility for the finances of the Union in conjunction with the senior staff member and shall report to the Executive on this and the activities of the Union's companies. The President shall also be responsible for ultimate coordination of Students' Union campaigns and shall be required to act as a member of the Boards of Directors of companies owned by or related to the Union. S/He will represent Union members on University committees, and shall be the Chief Executive Officer and chief spokesperson of the Union. The President shall be the principal delegate to the National Council and Annual Congress of the Union of Students in Ireland. The President shall also be required to give a mandatory report on work carried out at each Executive meeting.

- ii. **The Vice-President**, who shall act as **Welfare Officer**. S/He shall have responsibility for providing information and educating the general student body on welfare issues and to this end shall initiate campaigns on relevant and pressing Welfare issues. S/He shall also provide a confidential listening and referral service for members of the Union and represent members on various University committees. The Vice-President, Welfare Officer shall also organise and chair the Welfare Forum. The Vice-President shall also be required to give a mandatory report on work carried out at each Executive meeting.
- iii. **The Vice-President**, who shall act as **Education Officer**. S/He shall have ultimate responsibility for the co-ordination of the CRC in conjunction with the Administrative Secretary. S/He shall provide a confidential listening and referral service for all Union members and represent members on various University committees. S/He also has responsibility for keeping the Executive and general student body informed on relevant educational issues and for dealing with individual requests from students. The Vice-President, Education Officer shall also organise and chair the Education Forum. The Vice-President shall also be required to give a mandatory report on work carried out at each Executive meeting.
- iv. **The Equality Officer**, who shall have responsibility for the promotion of equal opportunities and equal participation for all members of the Union. To this end, s/he shall initiate relevant campaigns to highlight and address difficulties facing 'traditional'

and 'non-traditional' students. The Equality Officer shall be responsible for promoting integration in all student activities and shall provide a limited number of hours weekly for the purposes of consultation and referral for Union members. S/He will represent Union members on various University committees.

- v. **The Postgraduate Officer**, who shall be responsible for developing Union policy on postgraduate education. S/He shall lobby for better induction, training and other facilities for postgraduate students. S/He shall also be responsible for encouraging postgraduate student participation in the Union and the University and shall work primarily in conjunction with the Vice-President / Education Officer. S/He will represent Union members on various University committees.
- vi. **The Student Development Officer**, who shall be responsible for the promotion of an active university community through encouraging volunteering and participation in extra-curricular activities amongst members of the Union. To this end, s/he shall support and advance initiatives that contribute to the overall development of students. S/He will represent Union members on various University committees.
- vii. **The Irish Language Officer**, who shall be responsible for the promotion of the Irish language and culture amongst the members of the Union. To this end, s/he shall enforce Article 6.i.(C) and 6.i.(D) and shall support the work of the Irish language societies on campus. The Irish Language Officer shall be proficient in Irish. The Election Committee may, before an election, demand an Irish Language Officer candidate to demonstrate his/her fluency and literacy in Irish. The Director of Spoken Irish in NUI, Galway (or a person nominated by the Director) shall adjudicate. A lack in fluency or literacy shall deem that candidate ineligible for the position. S/He will represent Union members on various University committees.
- viii. **The Societies' Chairperson**, who shall have the responsibility of liaising between the University's societies, the Union, and the University. S/He shall also help and advise societies and voice their concerns and needs on relevant University Committees. As such, the Union recognises the Societies' Chairperson as the Chief Representative of the University's societies.
- ix. **The Clubs' Captain**, who shall have the responsibility of liaising between the University's clubs, the Union, and the University. S/He shall also help and advise clubs and voice their concerns and needs on relevant University Committees. As such, the Union recognises the Clubs' Captain as the Chief Representative of the

University's clubs.

- B. The Executive Committee shall be elected in accordance with Schedule I. An officer cannot hold two offices at once.
- C. The Executive Committee (with staff members) shall be responsible for the day to day running of the representational activities of the Union. The Executive Committee shall decide Union policy and all members of the Executive shall be bound by these policies. All members of the Executive Committee shall be required to present a work plan for the year ahead to the Executive for approval before week two of the first semester. This work plan shall be reviewed and, if necessary, updated before the start of the second semester and again at the end of the second semester and at any other time that the Executive Committee deems appropriate.
- D. The Executive Committee shall present audited accounts to each Annual General Meeting.
- E. The Executive Committee shall meet weekly during each semester. The quorum shall be five. The Chairperson shall have the casting vote where necessary. If the number in attendance falls below quorum, the meeting will be regarded as having finished. The Administrative Secretary of the Union shall not be a member of the Executive, but shall act as secretary to the Executive Committee and shall be responsible for recording minutes and other duties as required from time-to-time by the Executive. In the event of the Administrative Secretary being unavailable, the President shall nominate a member of the Executive to record the minutes for that meeting.
- F. If a member of the Executive fails to attend three consecutive ordinary meetings during his/her term in office, without his/her apologies having been accepted by the meeting, s/he shall be deemed to have resigned and may not run for re-election in the resulting by-election. If a member fails to attend six meetings consecutively with or without giving apologies, s/he shall be deemed to have resigned and may not run for re-election in the resulting by-election.
- G. One day's notice shall be given for all Ordinary Executive Committee Meetings. Emergency Executive Committee Meetings may be called at any time by five officers or the President. A decision made at an Emergency Executive Committee Meeting must be ratified by the next Ordinary Executive Committee Meeting or be counted as being nullified *ab initio*.
- H. The Executive Committee shall be responsible for all detailed matters concerning the functioning of the Union. All members of the Executive shall have a collective responsibility for the successful operation of the Union. All members of the Executive must maintain confidentiality on any matter deemed confidential by the Executive.
- I. The Executive Committee shall be answerable to the Union. It shall take

such actions as it deems necessary and desirable in the interest of the Union and its members. The President shall exercise plenary powers between meetings of the Executive Committee but shall be answerable to the Executive Committee for any decision taken.

- J. Incoming full-time Officers shall be required to attend one week of crossover training in advance of taking office. Such training shall be provided by the outgoing Officer. This training shall normally take place in the first three weeks of the month of June and dates shall be agreed in advance between the incoming Officer and the outgoing Executive. Incoming Officers shall be remunerated at the same rate as the full-time Officers for this week's training. However, this remuneration shall not be payable in the case of an outgoing full-time Officer having been elected to the same or another Executive office.
- K. The Executive Committee shall establish the following committee and fora:
  - i. **The Education Forum**

The Education Forum shall be chaired by the Education Officer and shall meet once between each meeting of the Class Representatives Council. The purpose of the Education Forum shall be to discuss any relevant issues arising in the University which affect the education of the student body. The Education Forum shall, where necessary propose any relevant agenda items to the CRC for discussion. The Education Forum shall be open to all members of the Union. Should the occasion arise where the Education Forum is deemed no longer necessary, the Executive Committee may decide to suspend its operation.
  - ii. **The Welfare Forum**

The Welfare Forum shall be chaired by the Welfare Officer and shall meet once between each meeting of the Class Representatives Council. The purpose of the Welfare Forum shall be to discuss any relevant issues arising on campus or within the University which affect the welfare of students studying at NUI, Galway. The Welfare Forum shall, where necessary propose any relevant agenda items to the CRC for discussion. The Welfare Forum shall be open to all members of the Union. Should the occasion arise where the Welfare Forum is deemed no longer necessary, the Executive Committee may decide to suspend its operation.
  - iii. **The Elections Committee**

This shall comprise of the President, the Vice-Presidents and the Returning Officer appointed under Schedule I, section A, sub-section 1. The Administrative Secretary shall act as non-voting secretary to the committee. The duties of this committee are to

oversee the running of all Union elections and to decide on any matters relating to such which are not specifically covered in this constitution and its schedules. If a member of the committee is running for re-election, they must resign their position on the Elections Committee. The Executive Committee shall nominate one of their number as a replacement. The Elections Committee must also provide a list of rules and regulations for candidates on Union notice boards before campaigning begins.

iv. **The Publications Committee**

This shall comprise of the President and the Vice-Presidents and the relevant staff members nominated by the Executive Committee. The Administrative Secretary shall act as non-voting secretary to the committee. The duties of this committee are to oversee the non-editorial organisation of all Union publications and to decide on any matters relating to such which are not specifically covered in this constitution and its schedules of Seirbhisi Comhaltas na Mac Léinn, Ollscoil na Gaillimhe Teoranta.

v. **The Societies' Forum.**

The Societies' Forum shall be chaired by the Societies' Chairperson and shall meet at least once per semester. The purpose of the Societies' Forum shall be to discuss any relevant issues arising which affect the University's societies. The Societies' Forum shall be open to the auditors of the University's societies. An auditor may nominate a society representative to attend in his/her place. The Societies' Chairperson must provide a written report of work in progress and any other relevant information to at least one Societies' Forum per semester and may be requested also by the Societies' Forum to provide additional reports.

vi. **The Clubs' Forum.**

The Clubs' Forum shall be chaired by the Clubs' Captain and shall meet at least once per semester. The purpose of the Clubs' Forum shall be to discuss any relevant issues arising which affect the University's clubs. The Clubs' Forum shall be open to the captains of the University's clubs. A captain may nominate a club representative to attend in his/her place. The Clubs' Captain must provide a written report of work in progress and any other relevant information to at least one Clubs' Forum per semester and may also be requested by the Clubs' Forum to provide additional reports.

## **12. ELECTIONS**

The members of the Executive Committee and the CRC shall be elected by and from the full members of the Union in accordance with Schedule I. The procedure for all other elections shall be determined by the Elections Committee.

## **13. REMOVAL OF AN OFFICER/PAY DOCKING**

Any officer may be removed by a referendum held in accordance with article 18 of the Constitution. Nothing in this article shall prejudice the provisions in article 10(L). Where such a proposal is approved, s/he will be deemed to have resigned and may not stand for re-election in the subsequent by-election.

If the President or Vice-Presidents are deemed, by the Executive, to be not fulfilling their job requirements or behaving in a way unbecoming a Union Officer, they may be docked pay. This is at the discretion of the Executive and depending on the severity of the incident they may be docked one quarter (1/4), one third (1/3) or one half (1/2) of their weekly wage for as long as is deemed appropriate by the Executive.

## **14. MINUTES**

At all General, UB and Executive meetings, minutes shall be taken by the Administrative Secretary which shall be distributed at the next appropriate meeting. A copy of the draft minutes of each meeting shall, as soon as possible after the meeting, be made available to members. Confirmed minutes shall be similarly made available as soon as possible after confirmation. All minutes after confirmation, shall be filed in the appropriate minute book.

## **15. AMENDMENTS**

- A. A referendum of the members of the Union shall be the only method of amending the Constitution and such a referendum shall be carried out in accordance with the provisions laid out in Article 18.
- B. A quorate General Meeting may amend the Schedules of this constitution by a two thirds (2/3) majority.
- C. At least seven college days notice shall be given of proposed amendments to the Schedules of this Constitution. The proposed amendments must be clearly advertised on Union notice boards and website(s).

## **16. INTERPRETATION OF THE CONSTITUTION**

In the event of a dispute as to the interpretation of any part of the Constitution and its Schedules, the ruling of the Executive Committee shall be sought. The ruling of the Executive shall stand unless and until it is successfully challenged at a duly constituted General Meeting, on a simple majority. However any action taken under the ruling of the Executive before such a successful challenge shall not be invalidated thereby. In the case of conflict between the texts of any copy of this Constitution and its Schedules enrolled under this section, the text in English shall prevail.

## **17. INTERPRETATION OF MINUTES AND MOTIONS OF ALL UNION MEETINGS**

The Executive Committee shall rule on disputes as to interpretation of minutes and motions of meetings of the Union having regard to members of the Committee from which the dispute arises. In the case of conflict between the text of the motion, the language in which the Secretary took notes of the meeting shall prevail.

## **18. THE REFERENDUM**

- A. A referendum of all members of the Union shall be the supreme authority on all matters relating to the government of the Union.
- B.
  - i. Referenda may be called in relation to union Policy and the constitution on such matters as they arise.
  - ii. Such referenda shall be held not more than three weeks and not less than two weeks, from the date of their being called.
- C.
  - i. This constitution's articles may only be amended by a referendum.
  - ii. Such a referendum shall be held not more than three weeks and not less than two weeks, from the date of it being called.
- D. Any referendum under this article shall be deemed to have been passed if the majority of the votes cast at such referendum shall have been cast in favour of the proposal.
- E. Quorum for a referendum shall be five percent (5%) of members.
- F. Only the Executive Committee, CRC or a quorate General Meeting may propose amendments to the Constitution.

## **19. COMMERCIAL ACTIVITIES**

- A. The Students' Union shall incorporate a company limited by guarantee and known as "Students' Union Commercial Services Ltd", (known hereafter as "the Company").

- B. The Company will be responsible for the Commercial activities of the Students' Union, to include but not exclusively, Siopa na Mac Léinn, Concourse Catering, Bar Catering.
- C. The Company shall be responsible for the day-to-day running and financial management of the Students' Union Club, but responsibility for the overall policy of the Club shall remain with the Bar Management Committee of the Students' Union Club.
- D. The Company will be entirely owned by the Students' Union and will be responsible to the Students' Union in respect of all matters which come under the control of the company.
- E. The Students' Union Executive shall appoint a Board of Directors who will oversee the running of the Company.
  - i. The Board of Directors shall comprise of the following:
    - a. The President of the time-being of the Students' Union who shall act as Chairperson of the Board.
    - b. The immediate outgoing President of the Students' Union. Where S/He is not available, a person nominated by the President of the time-being shall act in this role.
    - c. Three external board members, independent of the Students' Union to be appointed by the Students' Union Executive.
  - ii. The Students' Union President's position on the Board of Directors is contingent on his/her holding of the office of President of the Students' Union. The immediate outgoing Students' Union President's position on the Board of Directors is contingent on S/He having held the position of President immediately prior to the current President of the time. The Students' Union Executive Officers shall be obliged to resign their positions on the Board of Directors at the end of their term of Office or alternatively twelve months after taking up their position on the Board of Directors.
  - iii. The senior staff member of the company shall act as non-voting secretary to the Board. S/He shall be responsible for the organisation of Board meetings and any other duties as may be decided from time-to-time by the Board.
  - iv. The Executive of the Students' Union will appoint three external members to the Board of Directors of the Company. Preferably, these nominees shall be graduates of NUI, Galway. These members will hold their office by way of a three yearly contract issued by the Students' Union Executive. In the event their contract is not renewed, they shall be obliged to resign from their position on the Board of Directors. It is envisaged by the Students' Union Executive that the external board members appointed by them should possess expertise in the areas of

finance, administration and personnel management and in such other areas as the executive shall from time to time deem appropriate.

- F. The President of the Students' Union of the time-being shall act as the chairperson of the Board of Directors of the Company.
- G. The Board of Directors shall meet at not more than eight-weekly intervals, on a date set by the Board.
- H. At these meetings the senior staff member shall be required to report to the Board on the performance of the Commercial Activities.
- I. Nothing in this document shall in any way infringe or take from the rights and privileges enjoyed by the employees of the Students' Union or by contract employees of the Students' Union, at the time of passing this document or anyone on leave of absence from the Students' Union at the time of passing of this document.

## **20. REVOCATION**

All previous constitutions are hereby revoked. However, elections adopted under the previous Constitution are not invalidated or made inoperable as a result of this revocation until subsequent annual elections are held.

## **21. ENACTMENT**

This constitution shall come into force at 1.00pm on the afternoon immediately following the close of polls.