

St Cuthbert's Society JCR

Article 1 Terms of Office



1. The terms of Office for Officers shall be as follows:

1.1. All Officers elected by Election Method I, unless otherwise stated:

1.1.1. Terms of Office shall be from 1st July until 30th June of the next year.

1.2. All sabbatical Officers:

1.2.1. Term of Office shall be from 1st August until 31st July of the following year.

1.2.2. During the month of July at the end of their term there will be a handover period where detailed knowledge required for the position will be passed on to their successor.

1.3. The following Officers elected by Election Method I:

- 1) Assistant Librarian, and
- 2) Fashion Show President.

1.3.1. Terms of Office shall be from the conclusion of their election until 30th June in the academic year that they are elected. After this, they will be invited to remain in Office until their successor is elected.

1.4. The following Officers election by Election Method I:

- 1) Senior Freshers' Week Representative.

1.4.1. Terms of Office shall be from the first day of Easter Term in the academic year in which they are elected until the first day of the Easter Term in the following academic year.

1.5. The following Officers elected by Election Method I:

- 1) Student Trustee.

1.5.1. Terms of Office shall be from the conclusion of their election until their successor(s) are formally appointed at a Trustee meeting and they are removed from the register of Trustees.

1.6. All Officers elected by Election Method II, unless otherwise stated:

- 1.6.1. Terms of Office shall be from either the conclusion of their election or 1st July, whichever occurs later, until 30th June of the next year. After this, they will be invited to remain in Office until their successor is elected.

1.7. The following Officers elected by Election Method II:

- 1) Summer Ball Manager, and
- 2) Cuth's Day Manager.

- 1.7.1. Terms of Office shall be from the conclusion of their election until 30th June in the academic year that they are elected.

1.8. All Officers elected by Election Method III:

- 1.8.1. Terms of Office shall be from when a person's application is declared successful until June 30th in the academic year that they are elected. After this, they will be invited to remain in Office until their successor's application is declared successful.

- 1.8.1.1. One exception to this shall be the Year Abroad and Placement Committee, where members' terms of office shall be from when their application is declared successful until 30th June of the next year.

- 1.8.1.2. The second exception to this shall be the Tech Chair, who shall be appointed prior to their term office commencing, which shall be from 1st July until 30th June of the next year.

1.9. The following Officers:

- 1) DUCK Liaison Officer.

- 1.9.1. Terms of Office shall be from when a person's application is declared successful until 30th June in the academic year that they are elected.

2. Unoccupied Positions

- 2.1. All Officers shall remain in Office until:

- 1) Their term of Office ends,
- 2) They tender their resignation, or
- 3) They are removed from Office by the passing of a Vote of No Confidence, or
- 4) They are removed from office by the Board of Trustees.

2.2. In the event that any post elected by Method I is or becomes unoccupied there shall be an election for that position within four weeks of term time.

2.2.1. The exceptions to this shall be:

- 1) If a person who has already been elected to succeed the holder of any post come the expiry of the Term of Office volunteers to assume the duties of the current post-holder for the remainder of their term of Office;
- 2) If the Board of Trustees has established a procedure to deal with the early removal or resignation of the Officer.

2.2.2. Until the post is filled the Executive Committee shall either:

- 1) Assume the duties of that post communally, or
- 2) Appoint a volunteer to fulfill the duties of the post.

3. Vote of No Confidence

3.1. Any Officer may be removed from Office prior to the conclusion of their term by a Vote of No Confidence (VONC).

3.2. The procedure to be followed to call a VONC shall be as follows:

- 1) A Motion of No Confidence, calling for a VONC in an Officer, must be submitted to the JCR Chair and should be dealt with as a normal motion, with the exception that it must be proposed by a Full or Honorary Member and seconded by 49 Full or Honorary Members.
 - a) A Motion of No Confidence in the Chair should be submitted to the SRO.
- 2) If no General Meeting is pending within one week an Extraordinary Meeting shall be called at which the motion shall be heard.
- 3) The Chair will call upon the Proposer to speak on behalf of the VONC. The Officer in question will be given an opportunity to present their defence.
- 4) A Motion of No Confidence in the holder of a Method I, II or III position requires a 2/3 majority to pass, and through a deemed simple majority for a Motion of No Confidence in a holder of a Method IV position.
- 5) The VONC shall be overseen by the SRO, except in cases where they are the Officer in question in which case their duty shall pass to the President of the Society.

3.2.1. A VONC in a Method I position holder will be carried out using Election Method I. A VONC in a Method II or III position holder will be carried out using Election Method II. A VONC in a Method IV position holder will be carried out using Election Method IV.

3.2.2. In the event that a VONC is successful, the Officer in question should immediately be considered removed from Office.

3.2.3. Any member removed from Office by a VONC shall not be eligible for election to the same position at any time.

4. Suspension

- 4.1. Any Member of a Committee that is not a member ex-officio (i.e. whose role description is detailed in the rules of a different committee or the Constitution) may be suspended by a 2/3 majority vote of that committee, proposed by any committee member and over by the SRO by secret ballot.
 - 4.1.1. While suspended, the Officer in question should be considered temporarily removed from Office.
 - 4.1.2. The period of suspension shall be no more than 14 days.
 - 4.1.3. During the period of suspension, the Proposer of the suspension shall collect signatures of seconders for a Motion of No Confidence which they shall propose, this shall be submitted within 7 days of the start of the suspension to the JCR Chair.
 - 4.1.4. The suspension shall be lifted if a Motion of No Confidence is not submitted within 7 days of the start of the suspension or if the Motion is rejected.
- 4.2. An Officer cannot be suspended twice for the same grievance.

5. Automatic Motions of No Confidence

- 5.1. An Automatic Motion of No Confidence should be proposed by the President of the Society in the next General Meeting following an Officer:
 - 5.1.1. Failing to attend two consecutive General Meetings without sending apologies,
 - 5.1.2. Failing to attend three General Meetings without sending apologies in total,
 - 5.1.3. Failing to attend two consecutive relevant committee meetings without sending apologies, or
 - 5.1.4. Failing to attend three relevant committee meetings without sending apologies in total .
- 5.2. The Vice President should send a warning to the Officer in whom an Automatic Motion of No Confidence would be brought in the event they fail to attend another meeting without sending apologies.
- 5.3. An Automatic Motion of No Confidence should follow the procedure of a regular Motion of No Confidence, with the exception that it requires no seconders and should not result in an Extraordinary Meeting.