CONSTITUTION OF THE QUEEN’S WOMEN GRADUATES’ ASSOCIATION

(January 2022)

1.0 NAME

1.1 The name of the Association shall be the Queen’s Women Graduates’ Association

1.2 The Queen’s Women Graduates’ Association is an integral part of the Queen’s Graduates’ Association

2.0 AIMS

The aims of the Association shall be:

2.1 To keep women graduates in touch with one another and with the life of the University.

2.2 To further the interests of women graduates and undergraduates in any matters which may arise from time to time in the University;

2.3 To work in conjunction with the Irish Federation of University Women, the International Federation of University Women, and the University Women of Europe.

3.0 MEMBERSHIP

There shall be three categories:

3.1 Ordinary

3.1.1 All women graduates of the Queen’s University of Belfast shall be eligible for Ordinary membership

3.1.2 Women graduates of other universities may be considered by the Committee for Ordinary membership.

3.2 Associate

3.2.1 Holders of Queen’s University diploma and past women students who have attended six terms of lectures at Queen’s University shall be eligible for election by the Committee as Associate members, such members to be limited to one-third of the total membership of the Association.

3.2.2 The Committee may consider Associate membership for holders of diplomas of other universities.

3.3 Honorary

Honorary members may be elected on the recommendation of the Committee at the Annual General Meeting (AGM). The number of such members shall be limited to five at any one time.

4.0 Committee

4.1 The Committee shall manage the affairs of the Association and normally consist of the President, Vice-President, Secretary, Treasurer and six members, one of whom may be co-opted annually by the Committee. The quorum for any Committee meeting shall be five. Written minutes shall be kept of each Committee meeting.

4.2 There shall be not more than one Associate member on the Committee.

4.3 The Committee shall be elected at the AGM.

4.4 No member, including office-bearers other than the President, shall remain a member of the Committee for more than five consecutive years. The President shall retire from the Committee after her term in office which shall not exceed two years. Retiring members shall not be eligible for re-election until one year has elapsed.

4.5 Nominations for office bearers and members of Committee must be made in writing, with the names of the proposer and seconder in each case, and the consent of the nominee. Nominations should reach the Secretary not less than seven days before the date of the AGM.

4.6 The quorum for any Committee meeting shall be five.

4.7 The Committee shall have power of co-option to fill vacancies occurring during the year.

4.8 The Committee shall be the sole interpreter of the Constitution of the Association, and shall have authority on any question of order.

4.9 The Committee may set up sub-committees to assist the Committee in the running of the affairs of the Association and shall appoint a Convenor and Secretary to each sub-committee, one of whom shall be a member of the Committee. The Committee shall have the power to co-opt any member of the Association to a sub-committee. Written minutes shall be kept of each meeting of each sub-committee.

5.0 MEETINGS

5.1 There shall be a AGM, normally to be held in January. The Committee shall arrange meetings as required.

5.2 A Extraordinary General Meeting (EGM) may be called by the Committee or at the written request of twenty Ordinary members.

5.3 At the AGM, or any EGM, sixteen members shall form a quorum.

5.4 At all meetings the President shall preside, or in her absence, the Vice-President. In the absence of both a chairman shall be elected.

5.5 Thirty days’ notice of General Meetings shall be sent to members by the Secretary.

6.0 VOTING

6.1 Each Ordinary member present at a meeting shall be entitled to one vote.

6.2 At any AGM or EGM, if any member cannot attend these in person, the vote in writing of that member on matters of business (other than amendments to the Constitution) may be registered if signed by the voter and received by the Secretary at least seven days before the relevant meeting.

6.3 In all voting other than proposals to change this Constitution the simple majority rule shall operate. The Chairman shall have a casting vote at ALL meetings including committee meetings.

7.0 SUBSCRIPTION

7.1 The annual subscription of the Association shall include membership of the QGA and the fee of the IRFUW.

7.2 Subscriptions paid by new graduates on or before Summer Graduation shell entitle them to membership until 31 December of the following year.

8.0 ACCOUNTS

The financial year of the Association shall end on 31 December and a statement shall be laid before the AGM.

9.0 RESIGNATION

9.1 Any member wishing to resign shall give notice to the Secretary seven days before the AGM in any year.

9.2 A member whose subscription is one year in arrears shall be considered to have resigned without notice.

9.3 The Committee has the right to recommend to the Committee of the QGA the termination of the membership of any member whose behaviour has brought the Association of the University into disrepute.

10.0 AMENDMENTS TO THE CONSTITUTION

10.1 Notice of any proposed amendment to the Constitution must be sent to all members of the Association at least 30 days before the meeting at which the proposal is voted upon.

10.2 The proposition must be carried by a majority of at least two-thirds of those present and entitled to vote.

10.3 Amendments to the Constitution shall take effect immediately after they have been passed.