

St John's College Medical Society Constitution

Passed 03.10.2023:

Revised by Aimée Schilder (Secretary 2023-24),
proposed by Arnav Sharma (Co-President, 2023-24)

October 2023

1 Name

The Society shall be called "St John's College Medical Society".

2 Membership

Membership of the Society shall be free and automatic to the following:

- Junior Members – all students enrolled on the Medicine or Veterinary Medicine course at St John's College, University of Cambridge
- Senior Members – all Medical and Veterinary teaching and research fellows of St John's College and the assigned tutors of the junior Members.

No subscription fee shall be payable for Membership of the Society.

3 Objectives and Visions

The vision of the Society is:

- To support and uphold the academic, welfare and social needs of the Members
- To represent the needs and views of the Members within College and in communication with the College fellows

In pursuit of this vision, the Society shall:

- Host several talks or other events of medical and/or veterinary interest each term

- Host advice events for Members of the Society, as meets desire, with a view to offering guidance to Members in choices related to the Medical and Veterinary Sciences Tripos and wider academic and extra-curricular endeavours
- Organise social events for the Members of the Society each year, as meets desire and funding available, to include a Society Annual Dinner in Lent term and Annual Garden Party in Easter term
- Hold an Alumni dinner every three years, as funding available
- Facilitate communication between its Members and the College through open meetings and meetings of Members of its Committee with fellows of the College
- Maintain archives of resources useful to Medical and Veterinary students that are to be made freely available to its Members at appropriate intervals during the academic year

4 The Committee

The Committee of the Society shall consist of the following positions:

- Two Presidents, who shall chair meetings of the Society, invite and formally host guest speakers and oversee organisation of the Society's annual events. The Presidents shall be responsible for maintained communication with senior Members of the College to represent undergraduate Members and shall liaise with senior Members at least once per term. The Presidents shall oversee and be responsible for the activities of the Society and shall keep all Society Members informed of the continuing work and success of the Committee.
- The Secretary, who shall be responsible for keeping minutes at Society meetings, keeping a record of the Society's Members and maintaining the Society's archives. The Secretary shall facilitate Society talks and the Annual Garden Party and shall help in organisation of the Annual Dinner.
- The Junior Treasurer, who shall be responsible for keeping account of the Society's finances, ensuring that all transactions abide by the Society's financial guidelines and applying for annual College funding. The Junior Treasurer shall answer to the Senior Treasurer in any financial affairs.
- The Senior Treasurer, who shall be a fellow of the College, and who shall oversee the finances of the Society.
- The Communications Officer, who shall maintain and update the Society website and mailing lists. The Communications Officer shall help to maintain the Society's social media and other communications accounts.

- Two Social Secretaries, who shall arrange, advertise and coordinate social events for Members of the Society.
- The Welfare Officer, who shall be a point of contact in order to promote wellbeing amongst Society members. The Welfare Officer shall work also in conjunction with the Social Secretaries to organise events which support the building of positive experiences and relationships within the Society.
- The Academic Officer, who shall be responsible for maintaining the academic rigour of the Society members, ensuring that members are well supported in their studies through provision of guidance and resources. The Academic Officer shall also be responsible for organising both external and internal talks, seminars and other communications for the Society's Members.

In addition, if no position on the Committee is held by a Veterinary student, an additional position of Veterinary Representative shall be filled by a Veterinary student, with the purpose of maintaining representation of Veterinary Members at Committee meetings.

5 Election of the Committee

All positions on the Committee shall be held by current Members of the Society for the period of one year, with the exception of the Senior Treasurer, who shall hold office until choosing to resign. At this point, another fellow shall be asked to take the role at the discretion of the Committee.

The Committee will change at the end of each academic year. At this point, the Secretary and Treasurer shall become the Presidents for the following year. All other positions – Secretary, Junior Treasurer, Communications Officer, Social Secretaries, Welfare Officer and Academic Officer – shall be newly elected from first and second year Members of the Society during Easter full term, with the exception of Secretary and Junior Treasurer who shall be elected exclusively from first year Members. All first and second year students shall be free to nominate themselves for specific Committee positions, during a seven-day period of nomination. The outgoing Committee shall make appointments on the basis of these nominations and the results of the election shall be announced at the Annual General Meeting.

6 Admission to Society Events

Entry to talks and events shall be made open and free to all interested Members of the University and their guests. Entry to advice evenings, social events and annual Society events shall be open to Society Members only. Other parties may attend these events at the discretion of the Committee.

7 General Meeting

The Society will hold an Annual General Meeting (AGM) each year during Easter full term. General meetings may be attended by all Members of the Society, and by others only at the discretion of the Committee. The AGM should include reports from the departing Presidents and Treasurer on important business of the Society since that last AGM and should also identify goals and changes for the Society for the following year. The AGM will include the announcement of the newly elected Committee, as stated earlier. Matters debated at General Meetings will be decided by vote. All Members present shall be entitled to a vote and the highest voted option will be agreed. Voting in absentia may only be permitted if prior arrangement has been made with the outgoing Secretary, at the discretion of the outgoing Committee.

8 Amendments and Interpretations

Any amendment to this constitution should be proposed at a General Meeting of the Society and should pass only if it is supported by two thirds of the Members present at the meeting. Notice of any proposed amendment should be made to the Committee in advance of the meeting. If any dispute arises about the interpretation of this constitution, an appeal should be made to the Senior Treasurer for a ruling on the meaning of the section in question, and their decision shall be final.