

CHRIST'S
JCR



CHRIST'S JCR CONSTITUTION

Section 1: General	p.3
Section 2: Open Meetings and Referenda	p.4
Section 3: The Council	p.5
Section 4: Elections for the Council	p.8
Section 5: Finances	p.9
Section 6: Affiliation to External Organisations	p.11
Section 7: Grievances	p.11

STANDING ORDERS

Section A: Procedure for Open Meetings	p.12
Section B: Procedure for Referenda	p.14
Section C: JCR Council Officers	p.15
Section D: Procedure for Council Elections	p.17
Section E: The Welfare Committee	p.23

Last revised: January 2021

Standing Orders revised: November 2021

CONSTITUTION

Section 1. General

(1) In this Constitution the expression "GB" shall mean the Governing Body of Christ's College; the expression "CCSU" shall mean the Christ's College Students' Union; the expression "JCR" shall mean the Christ's College Undergraduate Society; the expression "MCR" shall mean the Christ's College Graduate Society; the expression "Council" shall refer to the elected body of JCR representatives; the expression "Exec" shall mean the Executive Committee of the JCR Council; and the term "OM" shall mean an Open Meeting of the JCR.

(2) The CCSU shall be the parent body of the JCR and MCR, and the JCR shall be subject to the CCSU constitution.

(3) No alteration shall be made to this Constitution without the approval of GB, and OM or referendum. All alterations to this Constitution shall be in accordance with the Education Act 1994.

(4) Standing Orders may be amended by referendum or OM alone, as under Section 2. If GB judges any provision of Standing Orders to be inconsistent with this Constitution, then that provision shall be null and void with retrospective effect.

(5) This Constitution shall be submitted to GB for review in accordance with the Education Act 1994, within twelve months and at intervals of not more than five years thereafter.

(6) The JCR shall act in a fair and democratic manner in accordance with the Education Act 1994.

(7) The membership of the JCR shall be those matriculated undergraduates of Christ's College, subject to the right not to be a member as under Section 1(8).

(8) Any person qualified to be a member of the JCR may, by written notice to the President of the JCR, declare that he or she does not wish to be a member. The decision not to be a member of the JCR shall be a further decision not to be a member of the

CCSU. Any person eligible to be a member that has previously disaffiliated with JCR may re-affiliate by written notice to the President.

(9) Any member of the College who exercises the right not to be a member of the JCR shall not be unfairly disadvantaged with regard to the provision of services or otherwise.

(10) The object of JCR shall be to promote the interests of its members as determined by its members, within the bounds permitted by Charity Law.

(11) In the event of any dispute arising as to the interpretation of the provisions of this Constitution, the ruling of the Master of Christ's College shall be final.

Section 2. Open Meetings and Referenda

(1) The OM shall be the sovereign body of the JCR, except that it shall be bound by the outcome of referenda, whether enacted previously or subsequently.

(2) The Council shall convene at least two OM in each of the Michaelmas and Lent full terms, and at least one OM in the Easter Full Term. An OM must be convened within seven days if a written request is received, signed by at least 5% of the JCR membership, unless there are fewer than seven days of Full Term remaining, in which case the meeting shall take place within seven days of the start of the next Full Term.

(3) Referenda shall be called at the discretion of the Council, or at the written request of at least 10% of the JCR membership. In the latter case, a referendum shall take place within ten days of receiving the request, unless there are fewer than ten days of Full Term remaining, in which case the referendum shall be held within ten days of the start of the next Full Term.

(4) OM and referenda shall be carried out in accordance with Standing Orders Sections A and B.

(5) Ordinary motions submitted to OM shall be passed by simple majority, and shall be quorate if at least 5% of the JCR membership is

in attendance. Constitutional motions and motions of no confidence shall be passed by two-thirds majority, and shall be quorate if at least 10% of the JCR membership is in attendance.

(6) Ordinary motions voted on by referendum shall be passed by simple majority, and shall be quorate if at least 20% of the members of the JCR return ballots. Constitutional motions and motions of no confidence voted on by referendum shall be passed if at least two-thirds of the votes in a quorate ballot, as under Section 2 (5), are 'yes' votes.

(7) Where an OM or Referendum passes any change to this Constitution, it shall be the duty of the Exec to submit those changes to the next meeting of GB for ratification.

(8) An Emergency OM (EOM) may be called by the Council at any time, and must be called within 24 hours of receiving a petition signed by at least 10% of the JCR membership. An EOM must be publicised immediately, and may only discuss the motion(s) for which it has been called. The EOM must take place not less than twenty-four hours, and not more than five days, after notice is given. The quorum for an EOM shall be 10% of the JCR membership. Ordinary motions shall be passed by simple majority, while constitutional motions and motions of no confidence shall be passed by two-thirds majority.

(9) Any policy passed at an OM or by referendum shall stand for a period of three years, unless it is deemed necessary by the Council for changes to be made to such policies within this time. Any such changes may only be passed by OM or by referendum, corresponding to how the original policies were passed.

Section 3. The Council

(1) The Council, directed by and including the Exec, collectively shall be responsible for pursuing such objectives as are dictated by OM or Referenda, for the administration of JCR finances, and for the organisation of JCR activities.

(2) The Exec shall be responsible for communicating with College administration and ensuring the implementation of Council decisions.

(3) The Exec shall include the following Major Officers:

(i) President

-The President shall be the formal head of CCSU and of the JCR, and shall take ultimate responsibility for the activities and organisation of the Council (Conditional on 4(12) of the CCSU Constitution).

(ii) Vice President

- The Vice President shall be the Vice President of the JCR and CCSU and shall support the President in their duties, and ensure that the JCR Constitution, CCSU Constitution and Standing Orders are adhered to. They shall also act as External Officer and Educational Affairs Officer (Conditional on 4(12) of the CCSU Constitution).

(iii) Treasurer

-The Treasurer shall be the Treasurer of CCSU and the JCR and shall be responsible for CCSU and JCR finances, and shall maintain communication between the Council, the Finance Committee, and the amalgamated clubs regarding budgetary matters. The Treasurer is authorised to use the JCR debit card.

(iv) Welfare Officer (x2)

- The Welfare Officers shall work to ensure the wellbeing of all students at Christ's and provide a wide range of welfare services, particularly in Easter Term. One officer must not identify solely as male, and the other officer must not identify solely as female. If, after the Michaelmas elections, one of the Welfare Officer posts remains vacant, a student of any gender may stand in a subsequent by-election.

(v) Secretary

-The Secretary shall be responsible for advertising Council meetings to JCR members, above all by publicising the agenda for Council meetings to students beforehand and taking minutes (to be publicised afterwards) during each Council

meeting, as well as by producing a weekly email bulletin of events taking place in College.

(4) The Council shall include all members of the Exec and other Officers in such numbers and for such purposes as prescribed in Standing Orders Section C.

(5) The Council shall have the power to co-opt further members by simple majority vote. Co-opted members shall have no voting rights.

(6) Elected members of the Council shall serve from the beginning of Lent term until the end of Michaelmas term. Co-opted members shall serve from the date of their appointment until the dissolution of the Exec and Council at the end of Michaelmas, or until released from their duties by a vote of the Council.

(7) The Council shall appoint a Welfare Committee as prescribed in Section E.

(8) At its discretion, the Council may appoint further sub-committees to advise it. Council members are to be informed of the times and venues of such committee meetings, and shall be afforded full voting rights. All posts on such committees shall lapse at the end of Michaelmas term.

(9) There shall be at least four Exec meetings each term. The quorum for Exec meetings shall be four. All members of the Exec may vote, bar the Chair.

(10) There shall be at least two Council meetings each term. The quorum for Council meetings shall be seven. All elected members of the Council may vote, bar the Chair.

(11) Any member of the JCR may attend Council meetings, and may speak with the permission of the Chair, though may not vote. Business declared reserved by the Chair may only be heard by members of the Council, and the Chair shall have the power to ask other attendees to leave when such business is raised.

(12) Any member of the JCR may attend Exec meetings, and may speak with their permission, though may not vote. Business declared reserved by the Chair shall only be heard by members of the Exec, and the Chair shall have the power to ask other attendees to leave when such business is

raised.

(13) Minutes of Exec and Council meetings shall be taken by the Secretary and published to members of the Council before the next meeting. On request, minutes with reserved business redacted shall be published to all members of the JCR.

(14) A Council post shall fall vacant whenever an officer:

(i) Resigns their post either through their own volition or through failing a vote of no- confidence;

(ii) Ceases to be a member of the JCR;

(iii) Fails to attend three Exec, Council or Open Meetings without prior apologies being received by the President or Vice President, except in the case of extenuating circumstances. In these cases, a by-election shall be held as under Section D(14).

(15) Council members (and members of the Welfare Committee as under Section E) shall be committed to maintaining confidentiality when acting in their role. Confidentiality in this context shall mean that no personal information regarding any student who has approached a Council or Welfare Committee member in their capacity as an officer shall be shared to anyone, unless either explicit and informed consent of the student is given, or if the interests of confidentiality are outweighed by other reasons such as a legal obligation to divulge information, or if there is an imminent and significant risk to the student's own, or to others', safety.

Section 4. Elections for the Council

(1) Elections shall be by secret ballot in which all members of the JCR are entitled to vote, except in the cases as under Section D(2). Voting by proxy is prohibited.

(2) Half of the elected officers shall be elected in the fifth week of Michaelmas term and the other half elected in the sixth week of Michaelmas term. The first round of elections shall be at least five days before the second. The composition of each round shall be at the

discretion of the Junior Returning Officer, however the President must be elected in the first round.

(3) The Senior Returning Officer shall be a Fellow of the College, appointed by GB. The Junior Returning Officer shall be the incumbent Vice President in the first instance, or a nominated member of the Exec in the second. The Junior Returning Officer and those members of the Council or CCSU delegated specific duties by the Junior Returning Officer may not propose or second a candidate for election.

(4) All elections shall be carried out according to the procedure as under Section D.

(5) The election shall take the form of an online election. A physical ballot box shall also be available on request by any member of the JCR, and shall be carried out as under Section D(13).

(6) If any post on the Council goes unfilled after an election, then nominations shall be re-opened for a second vote for that post. If there remains a vacancy after the second vote, then the Council shall have the discretion to co-opt a member, allow the post to remain vacant, or run a third and final election.

(7) There shall be no sabbatical, or paid, elected office in the Council.

Section 5. Finances

(1) The finances of JCR shall be supervised by the Treasurer, who shall be assisted by the Finance Committee.

(2) The Finance Committee shall meet at least twice a year and comprise:
(i) The Treasurer; (ii) A nominated Exec member who shall be responsible for minuting; (iii) Four undergraduates nominated by the Council, at least two of whom shall not be members of that body; (iv) The Senior Treasurer; (v) A nominee of the GB who shall chair the meeting but shall not vote.

(3) Any member of the JCR may attend Finance Committee meetings and may speak with permission of the Chair, but non-Committee members may not vote. The Treasurer shall make public the time and place of each meeting with at least five days' notice.

(4) The Senior Treasurer shall be a Fellow of Christ's College, appointed by the Council, and shall advise the Treasurer and the Finance Committee.

(5) The Treasurer shall yearly draft a budget for JCR with the assistance of the Finance Committee. After being ratified in whole by OM, the budget shall be submitted to the Undergraduate Liaison Committee for approval. Only if approved shall the budget authorise expenditure for the clubs concerned up to the amount specified. Funds must be applied for through the Treasurer.

(6) It shall be the duty of the Treasurer to audit all accounts held externally by a society in receipt of funds as an amalgamated club, by arrangement with the treasurer of that society.

(7) The Treasurer may, at his discretion, grant requests regarding the reallocation of funds within society budgets. Further, the Treasurer may accept requests regarding the expansion of society budgets, up to a maximum of 20% of the society's budget as initially approved by the Undergraduate Liaison Committee.

(8) The Treasurer shall refuse to make funds available over and above that stipulated by the budget. At the discretion of the Exec, the Treasurer may make emergency funds available from any available contingency fund present within the budget. Any further overspending requires consultation with the Finance Committee and formal OM approval.

(9) For inclusion as one of the amalgamated clubs, a club must submit a constitution to be approved by an OM. The club must be open to all members of CCSU. All amalgamated clubs must have their status reviewed by the Finance Committee every three years.

(10) The accounting year of the JCR shall coincide with the College's financial year. The Treasurer shall prepare accounts each year showing

the income and expenditure in the accounting year; the balances at the end of the year; a brief financial report; and details of any donations made by the JCR to external organisations in the accounting year. The Bursar will arrange for the accounts to be reviewed by the College's auditors. The accounts and reports shall be presented to the undergraduate Liaison Committee no later than the Lent Term following the accounting year end.

(11) The JCR shall publish termly to all undergraduate and graduate student members of the College the accounts, the financial report and the details of donations made by the JCR to any external organisations.

(12) The JCR shall set down in writing, and make freely accessible to all undergraduate and graduate student members of the College, and the GB, a statement of the procedure for allocating resources to groups and clubs.

(13) If the JCR wishes to enter into any long-term financial contract, this must be approved by both OM and a meeting of the Finance Committee. For these purposes a long-term financial contract shall mean a contract greater than one year in length.

Section 6. Affiliation to External Organisations

(1) If the JCR decides to become affiliated to any external organisation, it shall publish to all undergraduate and graduate student members of the College, and to the Undergraduate Liaison Committee, a notice of this decision stating the name of the organisation and the details of any subscription or similar fee paid and any donation made or proposed to be made to the organisation. Affiliation shall mean any form of membership of, or formal association with, an organisation the purposes of which are not confined to purposes connected to the College.

(2) The JCR shall publish annually to all undergraduate and graduate members of the College, and to the Undergraduate Liaison Committee, a report stating the names of all the external organisations to which it is affiliated and the details of any subscription or similar fee paid, and of any donation made or proposed to be made, to the organisations in the year covered by the report.

Section 7. Grievances

(1) All members of the College or groups of such members who are dissatisfied in their dealings with the JCR, or claim to have been unfairly disadvantaged by reason of having exercised the right not to be a member of the JCR, or who object to an item of expenditure, may complain formally to the President. The Exec shall make every attempt to resolve the complaint.

(2) If the complainant is not satisfied by the actions of the Exec then they may approach the Senior Tutor, who shall appoint a Fellow to investigate the issue promptly and fairly. The Fellow may not delegate this responsibility. Within fourteen days of appointment, the Fellow must submit a final report to the GB, the Exec, the Senior Tutor, and the complainant. This report will contain the findings of the investigation. If the complaint is upheld, then a subsequent course of action shall be recommended by the Senior Tutor.

(3) The GB shall have the power to provide such effective remedy as they consider appropriate, if any, when a complaint is upheld.

(4) All JCR facilities shall be available for all CCSU members. The JCR Room shall be available for all CCSU members, unless in the case of a severe grievance determined by a vote of the JCR Exec. This vote would restrict access to the JCR Room to JCR students only, for the duration of the term.

STANDING ORDERS

Section A. Procedure for Open Meetings

(1) Section 2 of the Constitution shall apply.

(2) Notice of an OM shall be published at least five days in advance, stating the time and venue of the meeting, and the deadline for motions as under Section A(3). Motions must be published no less than two days before the meeting.

(3) All ordinary and constitutional motions must be submitted to the Vice President no less than three days before the OM. Motions must be proposed and seconded by members of the JCR, or by the Council

collectively. The proposer retains the right to withdraw their motion at any time.

(4) Emergency Motions must be submitted to the Chair before the beginning of the meeting. The OM shall decide by a two-thirds majority whether it wishes to consider the motion. Emergency Motions may not discuss the amendment of the Constitution or Standing Orders or propose a vote of no confidence.

(5) The OM shall be chaired by a member of the Exec, who in the first instance shall be the President. The Chair shall not vote, except in the case of a tie in which case they have the casting vote. If Standing Orders require interpretation then the Chair's ruling is final.

(6) A member of the Exec, who in the first instance shall be the Secretary, shall be appointed to take minutes. These minutes shall be published no less than forty-eight hours before the next meeting for approval by the OM. If the minutes are rejected, then they shall be modified according to any recommendations and shall be re-submitted to the next OM.

(7) The Chair may impose a time limit on individual motions or on the meeting as a whole, if considered appropriate.

(8) The order of business at OMs shall be as follows: (i) The meeting is declared open; (ii) The minutes of the last meeting are approved by simple majority; (iii) Matters arising from the minutes of the last meeting are discussed; (iv) Reports from officers, representatives, coordinators, and committees of the JCR are given and discussed; (v) Questions to the Council; (vi) Ordinary and Constitutional Motions are debated and voted on; (vii) Emergency Motions are debated and voted on; (viii) Any other business.

(9) Debates shall begin with an opening speech by the proposer or their nominee. The Chair shall then solicit questions to the proposer, or else further speeches in favour of or opposition to the motion, endeavouring to keep the debate balanced. Amendments not accepted by the proposer as 'friendly' shall be discussed and voted upon. If passed by simple majority, the amendment shall immediately become part of the motion. The debate shall end when a speech is not taken, or if a procedural

motion to move to a vote is passed, or if a time limit imposed by the Chair expires.

(10) Procedural motions may be proposed at any point in the debate, and are voted on by simple majority:

(i) That the motion/amendment should not be put (i.e. that it should be withdrawn). This can only be used if the motion/amendment is likely to cause offence, or if its resolution(s) are judged to be impractical or inapplicable;

(ii) That the matter should be referred back to the Council;

(iii) That the motion/amendment should be voted on immediately;

(iv) That the motion/amendment should be voted on in parts;

(v) That the motion/amendment should be voted on by secret ballot;

(vi) That part of the motion/amendment should be deleted;

(vii) That a specified part of the Standing Orders should be suspended for the OM;

(viii) That any suspended part of the Standing Orders should be reinstated;

(ix) That the Chair give their immediate ruling on the procedure of the OM;

(x) That the Chair stand down for the duration of the OM and that the Council elect a new Chair;

(xi) That a standing time limit be extended for a specific period.

(10) Anyone making a remark judged to be hate speech, as defined by the Public Order Act 1986, shall be asked by the Chair to withdraw that remark, and if they refuse to do so, they may be asked to leave the OM.

Section B. Procedure for Referenda

Section 2 of the Constitution shall apply.

(1) All members of the JCR are entitled to vote in referenda and may not be excluded on any grounds. Voting by proxy is prohibited.

(2) The Returning Officer shall be the Vice President in the first instance, or a nominated member of the Council in the second.

(3) Multiple motions may be considered on a single ballot. Each motion must be phrased as a 'yes' or 'no' question. The wording of each motion shall be at the discretion of the Returning Officer, who shall act without bias.

(4) The location and time of the referendum and count shall be advertised by the Returning Officer at least five days in advance. Any member of the JCR may attend the count. The Returning Officer shall publish the results of the referendum as soon as possible.

(5) Referenda shall be by a first-past-the post system. The referendum shall take the form of an online vote and if on request by any member of the JCR, a physical ballot. Physical polling shall be carried out as under Section D(13).

Section C: JCR Council Officers

(1) In addition to the Executive Committee, the following elected Officers shall sit on the Council:

(i) Access Officer - The Access Officer shall be responsible for liaising with the Admissions Department and promoting College open days and the SU shadowing scheme. They shall also strive to encourage applications to the College amongst those from minority and disadvantaged backgrounds.

(ii) Entertainments Officer - The Entertainments Officer shall be responsible for hosting a wide variety of events at College, including bops, in conjunction with the Welfare officer and officer responsible for charities. They shall be responsible for the administration of the

Entertainments Committee. They shall also maintain the JCR store cupboard.

(iii) Environmental, Ethical Affairs and Charities Officer - The Environmental, Ethical Affairs and Charities Officer shall encourage both JCR members and College authorities to act in a manner that is consistent with the high ethical standards of sustainability, humanitarianism, and fair trade as well as leading and organising the college's charity fundraising events.

(iv) Catering and Facilities Officer - The Catering and Facilities Officer shall manage student facilities in the JCR room, TV Room, Gym, and Buttery, and regularly liaise with the Catering Manager to ensure the high quality of food at College.

(v) First Year Officer (x2) - The First Year Officers shall be first year undergraduates at the time of their election, and ensure the fair representation of first years on the Council. One officer must not identify solely as male, and the other officer must not identify solely as female. Their prime responsibility shall be for the organisation of Freshers' Week in the first week of Michaelmas term with the aid of an ad hoc Freshers' Week committee.

(vi) Fourth Year Officer - The Fourth Year Officer shall be a student in their fourth year after matriculation at the time of their election, and ensure the fair representation of fourth years on the Council. They shall strive to maintain channels of communication between the JCR and the MCR.

(vii) Internationals' Officer - The Internationals' Officer shall hold a non-UK home address, and ensure the fair representation of international students on the Council.

(viii) LGBT+ Officer - The LGBT+ Officer shall identify as a part of the LGBT+ community, and ensure the fair representation of LGBT+ students on the Council.

(ix) Ethnic Diversity Officer – the Ethnic Diversity Officer shall identify as belonging to an ethnic minority group, and shall ensure the fair representation of ethnic minority students on the Council.

(x) Women's Officer – The Women's Officer shall support the CSU liberation campaign within college and ensure a fair representation of women on the Council. The Women's Officer shall not identify as solely male.

(xi) Class Act Officer – The Class Act Officer shall support students who self-identify as having experienced social, educational, cultural or economic disadvantage, including working-class, low income, first generation, care experienced, young carer, state-comprehensive school educated or estranged, and ensure these students have representation on the Council. The Class Act Officer shall self-identify as belonging to at least one of the aforementioned groups.

(xii) Disabled Students' Officer – The Disabled Students officer shall self-identify as having a disability or long-term health condition , and shall support students with Specific Learning Disabilities, mental illnesses, long or short-term health problems and physical disabilities, helping them with any issues they face in College and ensuring they have representation on the Council.

(2) The following co-opted Officers shall also sit on the Council, and be co-opted into post as soon as is practicable after a new Council comes into office.

(i) Fourth Year Officer - The Fourth Year Officer shall be a student in their fourth year after matriculation, and ensure the fair representation of fourth years on the Council. They shall strive to maintain channels of communication between the JCR and the MCR.

(ii) Webmaster – the Webmaster shall keep the JCR website up to date and administrate the JCR's email system, as well as the JCR-run mailing lists (along with the President).

(iii) Sexual Health Representative – this Representative shall maintain the sexual health supplies drawer and take the lead on any sexual health initiatives pursued by the JCR.

(3) The President of the Christ's College MCR, or their nominee, shall have a standing invitation to attend meetings of the Council. They shall be

afforded the right to speak at their own leisure, though may not take part in votes.

(4) Once elected, the Welfare Officers shall decide between them which one shall be a representative of the JCR in the Governing Body, along with the President, Vice President and Treasurer. If no agreement can be reached, then the representative shall be decided by a vote of the Council

Section D. Procedure for Council Elections

(1) Section 3(6) of the Constitution shall apply.

(2) All members of the JCR shall be entitled to vote in Council elections, except in the following cases:

(i) Only undergraduates in their first year may vote for the posts of First Year Officers;

(ii) Only undergraduates in their fourth year after matriculation may vote for the post of Fourth Year Officer;

(iii) Only those whose legal or funding status in the UK is that of an overseas student, or who are residents of a continental EU country or of the European Economic Area (EEA), or who self-define as overseas, international or foreign students, may vote for the post of Internationals' Officer;

(iv) Only those who identify themselves as LGBT+ may vote for the post of LGBT+ Officer;

(v) Only those who identify themselves as belonging to an ethnic minority may vote for the post of Ethnic Diversity Officer.

(vi) Only those who do not identify solely as male may vote for the post of Women's Officer;

(vii) Only those who identify themselves as having experienced social, educational, cultural or economic disadvantage may vote for the post of Class Act Officer;

(viii) Only those who identify themselves as having a disability or long term health condition may vote for the post of Disabled Students' Officer;

(3) Only members of the JCR shall be able to stand for election to the JCR Council. Holding a position on the MCR Executive Committee shall prevent a JCR member from standing for election to the JCR Council. Members of the JCR can hold only one JCR Council position at any one time, unless a position remains vacant following a by-election, in which case an existing member of the Council may take on the duties of that officer for the duration of the Council's term.

(4) To stand for the position of President a candidate must have attended a minimum of two meetings of the Council, as recorded by the Secretary in the minutes; this condition shall be publicised by the Secretary at the beginning of Michaelmas and Easter terms. If no candidate fulfilling this condition applies for President before the initial deadline, then this condition will be suspended for the duration of the election.

(5) The Junior Returning Officer shall open nominations at least seven days before the election and close them no later than three days before the election. Candidates shall submit a manifesto, comprising one side of A4 paper, to the Junior Returning Officer, with the permission of their tutor and bearing the signatures of two members of the JCR designated as proposer and seconder.

(6) Voting and counting shall be by Alternative Vote (AV). Any election using AV shall abide by the rules of conduct as published by the Electoral

Reform Society. Every ballot cast will have up to three preferences, and each voter will be able to vote for up to three candidates in ranked order. Candidates exceeding the Quota are duly elected. If the Quota is not reached by any candidate in round N then the candidate with the lowest number of votes is eliminated and their votes are redistributed to their next highest choice in round N+1.

(7) Re-open nominations (RON) shall be a candidate for every post. In the event of RON winning an election, the procedure contained in Constitution Section 4(6) shall be followed. RON is treated like a candidate for the purposes of the AV voting system (i.e. can be eliminated in rounds, and can have its votes redistributed).

(8) None Votes are votes where the person has not indicated a preference for that ranking for that position. If someone has put a None Vote in a higher preference than an actual candidate, that None Vote shall be ignored for the purposes of counting votes (i.e. 1st– None, 2nd- A, 3rd- B, is equivalent to voting 1st- A, 2nd-B).

(9) The Quota shall be half of the number of the votes for that position rounded down to the nearest integer plus one. This does not include votes which are entirely None Votes for all ranked choices.

(10) In the case that two or fewer candidates are left running, either from others being eliminated or having begun with two or fewer candidates, then the Quota is foregone, and the candidate with the highest number of votes wins.

(11) In the event of a tie for the candidate to eliminate (i.e. the lowest two candidates are tied in votes) then the number of second-highest preferences on remaining valid ballots will be used to break the tie. If this is also tied, then third-highest preferences are used to break it. If the tie is still not broken, a candidate is picked at random by the Junior Returning Officer using a coin toss in the presence of two or more of the current or

outgoing Exec. 'Valid' here means ballots which still have non-eliminated candidates left on them.

(12) The location and times of the election and count shall be published at least three days in advance. Any member of the JCR may attend the count. The Junior Returning Officer shall publish the results of the election as soon as possible.

(13) In the event of a physical poll being demanded under 4(5) of the JCR Constitution, the poll must be open for at least four hours and shall be supervised by at least one Council member at all times. All ballot papers shall be stamped with a CCSU-authorized stamp upon issue, or signed by a supervisor. Spoilt papers must be marked "SPOILT" by the supervisor and placed in the ballot box. The voter may then be issued with a further paper at the discretion of the supervisors.

(14) If a post falls vacant for any reason a by-election shall be held in no fewer than five days and no more than twelve days.

(15) Hustings for every election or by-election shall be conducted as follows:

(i) A Hustings must be held by the Junior Returning Officer within two days of nominations closing, and at least one day before the election. The Hustings shall be open to all members of the JCR.

(ii) All candidates must attend the Hustings and give a presentation as described in (iv), except if there are extenuating circumstances as determined by the Junior Returning Officer. Candidates not attending Hustings without the prior approval of the Junior Returning Officer shall be considered to have withdrawn their candidacy and shall take no further part in the election. A candidate shall be deemed to have attended

Hustings if they are present for the duration of the proceedings relating to the position they are standing for.

(iii) The Hustings shall be chaired by the Junior Returning Officer. There shall be a Chair's Aide who shall assist the Chair in their duties. The Chair's Aide shall be the incumbent President in the first instance, or a nominated member of the Council in the second.

(iv) All candidates must give a presentation as follows:

I. For contested positions other than that of President, the candidates each shall give a speech no longer than three minutes. This shall be followed by up to fifteen minutes of questions.

II. For uncontested positions other than that of President, the candidates may give a speech of no longer than one minute, if they wish. This shall be followed by up to ten minutes of questions.

III. For the position of President, candidates shall give a speech of no longer than five minutes. This shall be followed by up to fifteen minutes of questions.

(v) The positions shall be ordered in the Hustings at the discretion of the Junior Returning Officer, except that the contested positions shall speak before the uncontested positions, and the President shall be the last position in their group (contested or uncontested).

(vi) The candidates will be invited to speak during the time allotted to them as in (iv), in alphabetical order by surname. The Chair's Aide shall keep time and alert the candidates when they have one minute remaining. The Chair and Chair's Aide shall stop the candidate as soon as possible after the allotted time elapses. In the event that a candidate cannot attend the Hustings (given the provisions in (ii)) the Chair may

read a written statement conforming to the time limits in (iv) on the candidate's behalf.

(vii) Questions will be solicited by the Chair from the audience after every candidate for a position has spoken. Questions must be addressed to the position, not to any individual candidate, and the candidates shall answer in rotational order as determined by the Chair. Members attending Hustings may ask one question at a time and must allow all candidates to answer without interruption. The chair may ask for clarification by the questioner if necessary.

(viii) The Chair's Aide shall keep time during the questions and shall alert the Chair when the allotted time in (iv) has elapsed, after which the Chair must conclude the questioning after all candidates have been given enough opportunity to answer the current question. The Chair may then propose the motion that the question period be extended, which shall be voted on by all those attending and shall pass by simple majority. This procedure may be repeated as many times as are necessary. The Chair shall have final authority to end questions.

(16) The Junior Returning Officer shall distribute the candidates' manifestos to all members of the JCR. There shall be copies available wherever voting takes place, including online voting. There shall be no restrictions on campaigning for election to any contested office on the JCR Exec or Council from the closure of nominations to the opening of the vote, save that no candidate - or supporter of a candidate - may spend any money to support a campaign. Candidates may not print or display posters, but their manifesto will be placed on relevant JCR-run noticeboards by the Junior Returning Officer. Should these rules be broken as determined by the Junior Returning Officer, sanctions decided by the incumbent Council may be imposed on a candidate.

Section E. The Welfare Committee

(1) Section 3(6) of the Constitution shall apply.

(2) The aim of the Welfare Committee shall be to ensure the wellbeing and promote the interests of all racial, ethnic, religious, gender, sexual, disabled, and academic groups at Christ's College, and to assist in the running of Welfare Events.

(3) The Welfare Committee shall be attended by the Welfare Officers, a First Year Officer, the LGBT+ Officer, the Internationals' Officer, the Women's Officer, the BME Officer, the Class Act Officer, the Disabilities Officer, and a number of Representatives, who shall be co-opted by a simple majority vote of the Council following a period of advertising and consultation as soon as is practicable after the Michaelmas term elections. Other JCR Officers shall have the right to attend meetings if they wish to do so.

(4) Officers and Representatives shall be responsible for raising awareness of and addressing issues that concern the areas they represent. Representatives shall also be responsible for assisting the Welfare Officers with relevant duties.

(5) The Welfare Committee shall strive to include the following, in addition to the officers listed in Section E (3):

(i) Interfaith Representative; (ii) Mental Health Representative; (iii) Intermission Representative; (iv) General Representatives.

The Council shall appoint as many persons to each position as is considered necessary, though positions shall be allowed to fall vacant if no relevant Representatives can be found in any one year. The Council shall have the power to create and co-opt further positions, as long as the number of representatives does not exceed eight.

(6) Representatives shall be co-opted in accordance with Section E(3).

(7) Representatives shall have no voting rights on the Council and Exec. The Welfare Officers shall report on the committee's proceedings at Council meetings.

(8) The Welfare Committee shall convene at least two times a term. Meetings shall be chaired by a Welfare Officer, and this shall be decided between the two Welfare Officers, or by a vote of the

Council if no agreement can be reached. A deputy may be nominated if the Welfare Officers are indisposed.

(9) A Secretary appointed from the committee members shall be tasked with keeping minutes of the committee's meetings and the Welfare Officers shall present these for periodic review by the Vice President.

(10) A Representative shall be considered resigned if they: (i) Resign their post through their own volition; (ii) Cease to be a member of the CCSU; (iii) Fail to attend three meetings without prior apologies being received by the Welfare Officer or Secretary, except in the case of extenuating circumstances. In these cases, the Council shall attempt to co-opt a replacement.