

# Constitution

## Part One: The Society

### 1. Name

The name of the Society shall be "Look! Napier University's Lens Media Society", hereinafter referred to as "The Society."

### 2. Objects and Aims

The society is founded on the theories, proposed by Marita Sturken and Lisa Cartwright, about the practices of looking.

The objects/aims of the Society are to promote an interest in, and further knowledge of the methodologies of lens-based media and, for this purpose:

- (a) To encourage individuals to engage in a deeper understanding of the relevance and context of lens-based visual culture.
- (b) To foster a community of like-minded individuals through travel, meetings and social events connected to exhibitions, guest speakers and festivals.
- (c) To encourage members of the Society to engage in lens-based appreciation and curatorial practice.
- (d) To publicise, and thus inform members of local/national/international events/exhibitions/competitions/lectures, and encourage them to engage and enter.

### 3. Membership

Membership is open to any registered student of Napier University upon payment of the annual subscription fee of £4 for the first year of existence, rising to £5 in subsequent years. Napier Students Association sets the full fee.

### 4. Associate Membership

Associate Membership is open to students from other universities, lecturers, and practicing professionals, upon payment of the £6 subscription fee. Associate members shall have the same privileges as full members, except the privilege of speaking and voting in meetings, to hold office in the Society, or to nominate or vote in elections.

### 5. Honorary Membership

Honorary Membership is a membership given to a particular body, such as a gallery, who have provided the Society generously with endorsement, sponsorship, facilities or services. This membership is limited to 25 new members per year.

## **Part Two: The Committee**

### **6. The Committee**

The entire administration and management of the Society shall be the responsibility of the committee. The members shall be:

- (a) President
- (b) Vice-President
- (c) Treasurer
- (d) Secretary
- (e) Events Co-ordinator
- (f) Membership Co-ordinator
- (g) Marketing and Communications Officer

The committee will be elected by the Society at the beginning of the year, with the exception of the first year of existence (2008-9), when all roles are assigned.

Committee members (e), (f), and (g) will chair smaller sub-committees. These sub-committees are assembled from non-elected volunteer members. These members can attend committee meetings, but do not have committee voting rights, nor carry responsibility for the Society.

### **7. Meetings**

- a) General Society Meetings: Notice shall be issued at least ten (10) clear days in advance. Notice shall be given through the Society's website, and emails sent to members. The matters to be discussed in the meeting must be placed on the Clubs and Societies Notice Boards at Marchmont and Merchiston campus, at least three (3) days prior to the meeting.
- b) Extraordinary Meetings: Notice shall be issued at least five (5) clear days in advance. Notice shall be given through the Society's website, and emails sent to members. The matters to be discussed in the meeting must be placed on the Clubs and Societies Notice Boards at Marchmont and Merchiston campus, at least three (3) days prior to the meeting.
- c) Committee and Sub-committee Meetings: Notice shall be issued at least three (3) clear days in advance. Notice shall be emailed to committee members. The matters to be discussed in the meeting must be emailed to committee members, at least two (2) days prior to the meeting.

### **8. Notice of Business**

- a) General Society Meetings: Resolutions must be handed to the Secretary (in writing) at least two (2) days before the meeting. With the consent of two-thirds of the voting members present at the meeting, items can be raised without notice.
- b) Annual General Meeting: Members wishing to move any resolution at the Annual General Meeting must hand the resolution to the Secretary in writing, at least four (4) clear days before the meeting.
- c) Extraordinary Meeting: Resolutions must be handed to the Secretary (in writing) at least two (2) days before the meeting. With the consent of two-thirds of the voting members present at the meeting, items can be raised without notice.
- d) Committee Meetings: Resolutions must be handed to the Secretary (in writing) at least two

(2) days before the meeting. With the consent of half of the committee present at the meeting, items can be raised without notice.

- e) Sub-committee Meetings: With the consent of half of the committee present at the meeting, items can be raised without notice.

## **9. Voting**

Every full member present shall be entitled to one vote upon every voting matter. Only full members shall be allowed to vote. No proxy votes shall be accepted for any purpose.

## **10. Quorum**

The quorum at all general society meetings shall be one half of the full members.

The quorum at all committee meetings shall be three-quarters of the elected Committee members.

## **11. Subscriptions**

The annual subscription shall be set no later than the second Wednesday of the first Semester. A general meeting shall ratify the subscription.

## **12. Expulsion of Members**

The committee shall have the power to expel any member from the Society for misconduct or of a nature opposed to the objects of the Society and the students' union, providing two-thirds of the committee is in agreement.

## **13. Regulations**

The General meeting shall have the power to make such rules and regulations pertaining to the conduct of the members of the society, as it shall from time to time deem necessary.

## **Part Three: Powers of the Society**

### **14. Censure Motions**

The Society in a general meeting shall have the power to pass a resolution censuring the Committee.

### **15. No Confidence Motions**

The Society in a general meeting shall have the power to pass a resolution of no confidence in the Committee.

### **16. Committee Decisions**

The Society in a general meeting shall have the power to overrule any decision of the Committee.

## **Part Four: Financial Provisions**

### **17. Liability**

The members of the Society will not be liable for debts contracted by Committee members or by any persons purporting to act on behalf of the Society, unless such person has the authorisation of the Committee in contracting such debt.

### **18. Accounts**

Proper accounts of the funds and financial affairs shall be kept by the Treasurer, and shall be submitted to the Society annually at a General Meeting. Copies of the accounts shall be circulated to all members with the notice calling a meeting.

## **Part Five: Miscellaneous Provisions**

### **19. Affiliation**

The Society may affiliate to any external organisation, which is in line with the aims of the society. All external affiliations shall be lodged with the Committee.

### **20. Amendments**

These rules may be added to, repealed or amended by resolution at any general meeting, if the amendment entails the annulment of a pre-existing rule, the amendment must be passed by two-thirds of the full members present, otherwise the majority shall be one half. The societies council must approve all amendments before they become effective.