

OXFORD UNIVERSITY SOCIETY

Standing Orders (adopted [] 2004)

1. Annual General Meeting (Regulation 20)
 - a) Not more than fifteen months shall elapse between one Annual General Meeting and the next.
 - b) The Annual General Meeting shall be convened by written notice to members of not less than 21 clear days.
 - c) The notice shall specify the place, day and time of the meeting and the business to be transacted at it.
 - d) No business shall be transacted unless a quorum is present. Twenty members present and entitled to vote shall constitute a quorum.
 - e) Each member present shall be entitled to one vote.
 - f) No member may vote on any matter in which he or she is personally interested.
 - g) The Chair will be taken by the President of the Society (or as set out in para. 9 of the Regulations).
 - h) A resolution put to the vote of a meeting shall be decided on a show of hands. If there is an equality of votes, the Chairman shall have a second or casting vote.
2. Extraordinary General Meetings (Regulation 21)
 - a) A requisition of the members shall state the business which the requisitionists wish to be transacted at the meeting, and specify the resolution to be proposed at it;
 - b) The regulations set out in paragraph (b)-(i) of Standing Order 1 shall apply to Extraordinary General meetings as they do to Annual General Meetings.
3. Events and Services
 - a) Provision of free registration and membership for all people entitled to be members;
 - b) Registration of new members on the database;
 - c) An information service for members, with the limited of staffing available;
 - d) Provision of a network of Society Branches within the UK and world-wide; provide support and encouragement for their volunteer committees;
 - e) Guidance and assistance for Branch activities. As well as cultural, social or sporting meetings, Branches will be expected to promote meetings and liaison which will help the University; e.g. 6th Form Conferences, meetings with Oxford graduate teachers and lecturers, encouragement to potential scholars, career networking;
 - f) Support for visits to Branches in the UK and overseas by the Vice-Chancellor and senior officers of the University;
 - g) Provide Society speakers for Branch events, in UK and overseas;
 - h) Provide support for Oxford & Cambridge alumni groups and special interest groups;
 - i) Provide an annual Reunion for alumni at Oxford, centred on the Society's Annual General Meeting;
 - j) Provide a Members' Travel Programme, enabling members to meet at travel events, [and also providing an income stream for the Society].
 - k) Administer the University's Distinguished Friend of Oxford Award Scheme;
 - l) In support of all the above functions, provision of effective channels of communication to and between members, through Oxford Today Magazine, Oxford University Society Web Pages, Newsletters, Inserts and an e-mail forwarding address service.