

## Cambridge University Graduate Mathematics Society

(1) **NAME**

The name of the club shall be Cambridge University Graduate Mathematics Society, hereafter referred to as CUGMS.

(2) **AIMS**

- (a) The aim of the CUGMS is to promote and facilitate social interaction between *Part III* and PhD students studying mathematics in different departments.
- (b) *A further aim of the CUGMS is to oversee the extracurricular activities for Part III and PhD students.*
- (c) In pursuance of its aims, the CUGMS committee will organize social events such as pub nights, formal halls and sporting events for its members, *as well as coordinate academic extracurricular activities such as seminar series and transferable skills events.*

(3) **MEMBERSHIP**

- (a) Any student pursuing a PhD in the Department of Applied Mathematics and Theoretical Physics (DAMTP) or the Department of Pure Mathematics and Mathematical Statistics (DPMMS) is automatically a member of CUGMS. Their membership is valid as long as they are studying in their respective department. There is no subscription fee required for these members. Students may opt out if they do not wish to participate in CUGMS events.
- (b) Any Cambridge University PhD student in another department, who is studying a subject closely related to mathematics, is eligible to become a member of CUGMS. Their membership will be renewed annually. A subscription fee of 10 per academic year must be paid at the time of joining CUGMS.
- (c) The club shall not refuse membership to anyone on discriminatory grounds such as national origin, ethnicity, religion, gender, sexual orientation, or disabilities.

(4) **EXECUTIVE COMMITTEE**

- (a) The executive committee will consist of *five members*: President, Treasurer, Secretary, *Part III Coordinator, and Transferable Skills Officer*. In addition, there will be a Senior President and a Senior Treasurer. Further members may be added as the committee see fit.
- (b) The President will be in charge of the day-to-day management of CUGMS. The president will welcome all new DAMTP and DPMMS students at their respective inductions. The President will organize and chair all committee and general meetings. *They will oversee the running of the induction days, academic and social events organised by the CUGMS.*
- (c) The Treasurer will be in charge of the accounts of CUGMS. They will manage the finances and prepare the annual audit. It is the responsibility of the treasurer to ensure that all financial transactions are accounted for and that the clubs financial records are kept in good order. The annual accounts shall be available prior to the annual general meeting; accounts will be made available to members upon request at this time. It will be the responsibility of the Treasurer to ensure that the annual audit is approved by the Senior Treasurer, and is submitted to the Junior Proctor by 31 December of each year.
- (d) The Secretary will be in charge of administrative tasks for CUGMS. They will keep written record of each committee meeting, and of the annual general meeting. *They will be responsible for keeping the contents of the CUGMS website up-to-date, and for emailing announcements about upcoming CUGMS activities.* It is also the responsibility of the secretary to maintain membership information for each academic year.
- (e) *The Part III Coordinator will oversee the running of the Part III Cafe, Part III Seminar Series, and any other events organised by the CUGMS for the Part III students. They will serve as the primary point of contact between Part III students and CUGMS.*
- (f) *The Transferable Skills Officer will oversee the running of all the transferable skills training. They are also need to asses the needs of the PhD student and organise new or remove old transferable skills training sessions.*
- (g) The Senior President and Treasurer must be resident members of the senate, one shall be from DAMTP and one from DPMMS. The Senior Treasurer shall audit the accounts before submission to the Junior Proctor (see 4c above).

- (h) The Webmaster will maintain the CUGMS website ([www.srcf.ucam.org/cugms](http://www.srcf.ucam.org/cugms)). This is a web page open to all members of CUGMS, and other members of the academic community upon request, and provides a mechanism for communication between all members of CUGMS. The webmaster will add new members each year, and remove old ones, as prescribed by the membership information kept by the Secretary.
  - (i) In the case that there are less than three candidates for a position, the election of the committee will occur by simple majority at the annual general meeting each Michaelmas Term. If there are three or more candidates for a position, the election will be decided by single transferable voting: each voter will rank the candidates in order of preference, 1 being the most preferred, 2 being the second most preferred, and so on; the votes are first tallied for the most preferred candidate; the candidate with the lowest vote is eliminated and the votes are redistributed according to the voters' preference; when one candidate has accumulated over half of the votes, then they are declared elected. All members of CUGMS are eligible to vote for the committee. Any member is eligible to run for a committee position.
  - (j) In case of a vacancy in the committee during the year, the committee may choose to share the responsibilities of the empty position until the next annual general meeting or appoint a new person to the position.
- (5) **GENERAL MEETINGS**
- (a) The Executive Committee shall meet at least once per term. The President shall announce committee meetings at least two weeks in advance and must provide an agenda to the other committee members. The President will chair the meeting; if the President is unavoidably absent, the meeting will be chaired by the Secretary. Voting at committee meetings shall take place by simple majority. All committee members present at the meeting shall have a vote, and the Chair will have the deciding vote. The Secretary will keep written records of meetings.
  - (b) CUGMS shall, in addition, hold an annual general meeting during the Michaelmas Term at which a new committee will be elected (see 4f above for details). The President shall announce the general meeting at least two weeks in advance and must post an agenda on the web site. The President will chair the meeting. The minimum number of members necessary to conduct this meeting is 10. Voting at the annual general meeting shall take place by simple majority. All CUGMS members present at the meeting shall have a vote, and the President will have the deciding vote. The Secretary will keep written records of meetings.
- (6) **CHANGES TO THE CONSTITUTION**
- (a) The constitution may be amended at the annual general meeting by a two-thirds majority vote.
  - (b) It is the responsibility of the Secretary to send a copy of the new constitution to the Junior Proctor.
- (7) **DISOLUTION**
- (a) The CUGMS may be dissolved at an annual general meeting by a two-thirds majority vote.
  - (b) The remaining assets of CUGMS at the time of dissolution shall be transferred back to the DAMTP and DPMMS.