

*Saint Dominic, also known as Dominic de Guzmán, was a Spaniard who became a priest and later the founder of the Order of Friars Preachers – The Dominicans. The religious order that he founded changed the Church and Europe with it. A gifted preacher, Dominic was a man of great charisma and a group of men formed around him. Together, they worked to reform the Catholic Church from within. The order devoted itself to prayer, study and witnessing to the Faith in a world that had largely rejected it. Throughout the centuries, the Order's purpose has remained the same and it continues the legacy of its heroic founder.*

*St Dominic will be the patron saint of our new society in DCU and we take his name for our own in order to live by his example.*

# Saint Dominic Society Constitution

February 2019

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# DUBLIN CITY UNIVERSITY: SAINT DOMINIC SOCIETY CONSITUTION

## 1. Name of Society:

1. The name of the Society shall be the '**Saint Dominic Society**'.

## 2. Aims & Objectives:

The aims and objectives of the Society are as follows:

- 2.1 To foster personal growth in our members through all our activities throughout the year.
- 2.2 To build a multi-campus community where all people are welcomed.
- 2.3 To offer an opportunity for all members of the DCU community to build lasting friendships.
- 2.4 To serve as a means for members to interact and socialise through a variety of activities.
- 2.5 To encourage personal health, wellbeing and fitness through recreational activities.
- 2.6 To co-operate with others in DCU, most especially Chaplaincy and the Mater Dei Centre for Catholic Education, to work for the betterment of our university.
- 2.7 To facilitate dialogue between Catholics and those of other religious beliefs in particular Protestant and Orthodox Christians.
- 2.8 To raise funds for charitable causes.
- 2.9 To invite students to explore life's bigger questions: who we are, where we're going and what we seek along the journey.
- 2.10 To encourage all students to come explore what they truly seek: to learn about the faith, to share in friendship, to be encouraged in their unique vocation — and to experience the love, hope and very real presence of Jesus Christ through His Church.
- 2.11 To promote the charisms of St Dominic de Guzmán and the Order of Preachers with our members namely prayer, study and witness to the Gospel.
- 2.12 To provide intellectual formation to our members including in areas such as theology, philosophy, ecclesiology, ethics, history and other fields of study related to the Catholic faith.
- 2.13 To promote places of pilgrimage to the student body including but not limited to the Camino de Santiago, Lourdes and Rome.
- 2.14 To give voice to Catholic perspectives in discourse on campus and stimulate discussion on various topics.
- 2.15 To assist members in developing a life of prayer and demonstrate different methods of prayer including through the mass, the rosary, Bible studies, Lectio Divina, Eucharistic Adoration, the Liturgy of the Hours and other devotional practices.
- 2.16 To collaborate and network with Catholic student groups in other colleges.

### 3. **Members:**

- 3.1 Membership of the Society shall be open to all students, staff and graduates of the college.
- 3.2 Membership shall be obtained by paying the appropriate fee and signing the Roll of Members for the current academic year.
- 3.3 The Society recognizes the importance, experience and knowledge that graduates, and former students bring to the society, therefore we will endeavour to maintain contact with such former members as wish to retain their connection with the Society.
- 3.4 To this end the Governing Executive Committee of the Society shall be empowered to create a class of "Associate Member" of the Society.
  - Graduate Membership shall be open to former members of the society who are no longer students of Dublin City University. It shall not be a requirement of associate membership that such members should hold a degree, or any other academic award given by Dublin City University
  - Associate Members shall pay an annual membership fee to the Society. The amount of this fee shall be determined by the Governing Executive Committee but may be altered by a majority vote at a general meeting of the Society. The associate membership fee shall not be less than the ordinary membership fee and no more than 10 times the ordinary membership fee.
  - Associate Members shall be ineligible for election to the society's governing committee but may take up alternative leadership, pastoral, organisational and administrative roles within the society.
  - Associate Members shall be entitled to attend all general meetings of the society. Voting rights of associate members at general meetings shall be determined by the Governing Executive Committee and may be altered by a majority vote at a general meeting of the society.
  - Other rights of Associate Members shall be determined by the Governing Executive Committee but may also be granted or revoked by a majority vote at a general meeting of the Society
  - The rights of an Associate Member shall not exceed those of an ordinary member of the society
- 3.5 All members shall be bound by this constitution

### 4. **Governing Executive Committee:**

- 4.1 The Society shall have a Governing Executive Committee (The Committee).
- 4.2 The Committee shall run the society of behalf of its members and in accordance with the aims and objectives and in compliance with the regulations set down by the Societies & Publications Committee.

- 4.3 Although decisions should be arrived at by the consensus of the committee (where possible), committee decisions shall be decided by majority voting.
- 4.4 A quorum shall be  $\frac{2}{3}$  of committee members.
- 4.5 The Committee shall consist of:
- Chairperson
  - Secretary
  - Treasurer
  - Public Relations Officer
  - Deputy-Chairperson (Ordinary Member)
  - St Patrick's College Membership Engagement Officer (Ordinary Member)
  - 1<sup>st</sup> Year Representative (Ordinary Member)
- 4.6 The Term of Office of these elected officers shall be one academic year.

5. **Election of the Governing Executive Committee:**

- 5.1 The Committee Members shall be democratically elected at the Annual General Meeting (AGM) or at an Extra-ordinary General Meeting (EGM).
- 5.2 To seek election to the Committee, each candidate must have a nomination by another current member of the society.

6. **Duties of the Governing Executive Committee:**

- 6.1 The Chairperson shall be the Chief Officer of the society whose functions include chairing all meetings of the committee and officiating at meetings of the society.
- 6.2 The Chair of any meeting shall have an ordinary vote at committee meetings and meetings of the society. In the event of a tied vote on any matter she/he shall have the casting vote.
- 6.3 The Deputy-Chairperson shall assist the Chairperson in all their duties.
- 6.4 The Deputy-Chairperson shall assume the duties of the Chairperson (unless otherwise directed by a general meeting of the society) in the event that the Chairperson is absent or is unable to perform his/her duties.
- 6.5 The Deputy-Chairperson shall assume a greater degree of responsibility for the organisation of society events.
- 6.6 The Secretary's function shall be to deal with all correspondence and records of the society.
- 6.7 The Secretary keeps minutes of all committee meetings, of all general meetings, of the Annual General Meeting or any other meetings relating to the business of the society when requested by the committee.
- 6.8 The Secretary may keep a record of authorization of expenditure.

- 6.9 The Secretary shall give notice to all members of the society's meetings, events, and functions.
- 6.10 The Secretary shall assist the Public Relations Officer (PRO) to organize fund raising events and sponsorship where necessary.
- 6.11 The Treasurer's function shall be to administer the funds of the society and to maintain accounts and budgets.
- 6.12 The Treasurer shall be responsible for the maintenance of accounts subject to the decision of the committee in compliance with the regulations set down by the Societies & Publications Committee of DCU.
- 6.13 The Treasurer shall keep full records of income and expenditure of the society. The Treasurer shall also keep a record of who authorized various expenditures and shall issue receipts.
- 6.14 The Treasurer shall sign all cheques and withdrawal forms for the Society's bank account.
- 6.15 Where the Treasurer is decreed as unavailable, another designated person may sign cheques and withdrawal forms for the society on consultation with the Societies & Publications Committee.
- 6.16 The Treasurer shall be responsible for the fixed and current assets of the society in compliance with the regulations set down by the Societies & Publications Committee.
- 6.17 The Treasurer shall maintain a record of all fixed and current assets belonging to the society and will report an inventory list to the committee at the start and end of the academic year.
- 6.18 The Public Relations Officer (along with the Secretary) shall be responsible for the advertising of all functions of the society through all means possible.
- 6.19 The Public Relations Officer (along with the Secretary) shall deal with external correspondence and maintain records of the contribution outside bodies have had for the society and to give notice of all members of these contributions.
- 6.20 The St Patrick's College Membership Engagement Officer shall strive to involve the population of the St Patrick's College Campus in all activities of the society and will also promote the society to those studying and working on the campus of St Patrick's.
- 6.21 The 1<sup>st</sup> Year Representative shall work to engage all new students of the university in the society and to foster the development of leadership skills in these students.

## 7. **Dismissal and Resignation of Committee Members:**

No member of the committee shall be dismissed from office unless:

- Written notice of a resolution to seek such a dismissal, signed by 10% of the members of the society is received 5 working days prior to a general meeting at which such a resolution shall be debated.
- $\frac{2}{3}$  of the Governing Executive Committee may also call a meeting to debate the dismissal of another committee member.

A resolution to dismiss a committee member shall be passed by the vote of a super-majority of  $\frac{2}{3}$  at the relevant and quorate meeting.

A committee member wishing to resign must submit a letter in writing declaring that intention to resign to the Secretary, who will immediately inform the committee as a whole. The responsibilities of that person shall be delegated to other committee member(s) until a by-election can be held to re-elect a new person to the position.

## 8. **Meetings:**

There shall be an Annual General Meeting (AGM) held each year.

The AGM shall be held no later than in the final month of the Academic year where the main committee members will be elected (where possible).

Elections for the offices of the Governing Executive Committee shall take place at this meeting.

A quorum of the meeting shall be 4 Governing Executive Committee members and 10% of the ordinary membership.

The business of the AGM shall include elections of relevant Executive Governing Committee as well as annual reports from the outgoing Governing Executive Committee (which should include a Treasurer's report on the finances of the society).

An Extra-ordinary General Meeting (EGM) shall be convened if:

- 10% of the ordinary membership of the society requests such a meeting in writing.
- A quorum of the Governing Executive Committee requests such a meeting in writing.
- A vacancy on the current committee occurs and there is a need to elect a replacement.

Elections for the offices of the Governing Executive Committee shall take place at the AGM or EGM (where relevant).

Notice of all meetings shall be given to the membership at least 5 working days prior to the date of the meeting.

At a meeting, a member may propose a resolution relating to the business of the Society. The resolution shall be voted on by a show of hands and a declaration by the Chairperson that the resolution is carried (unless a secret ballot is demanded by any 5 members) shall be conclusive evidence that the resolution has passed or failed.

In the event that the Chairperson's resolution (8.9) is challenged a recount of the votes will be administered in which a number of appropriate people will be appointed

by the committee as “tellers” to count the votes. The result will be announced by the Chairperson or the Vice-Chairperson (where requested by the general meeting). No resolution may contravene DCU policy or Societies & Publications Committee.

9. **General:**

- 9.1 There shall be a President of the Society who shall be a staff member in compliance with the regulations set down by the Societies & Publications Committee.
- 9.2 The membership fee for the Society shall be in compliance with the conditions set down by the Societies & Publications Committee.
- 9.3 Each member of the Society shall be entitled to receive a copy of this Constitution, on demand, free of charge.
- 9.4 In the event of a clash with the Societies & Publications Committee Constitution, the Societies & Publications Committee Constitution shall take precedence above this constitution and is subject to Sports Society’s Committee at all times.
- 9.5 In joining the Society, members agree to be bound by the rules and regulations of the Society as laid down in this constitution and by the Governing Executive Committee. Members violating these rules and regulations shall be answerable to the committee and may have their membership revoked and no monies refunded, for persistent breaches or extremely serious breaches, as deemed by a majority of the committee. In the event that the committee cannot resolve a dispute with a member(s), Societies & Publications Committee shall rule on the matter and its decision is final.

10. **Amendments to this Constitution:**

- 10.1 Notice of a proposal to seek an amendment to this Constitution shall be given to the members at least 5 working days prior to the meeting at which such a proposal shall be considered.
- 10.2 A proposal to amend this Constitution must receive the approval of  $\frac{3}{4}$  of the members present and entitled to vote at the relevant meeting.