

**Amendments to the KCWS Constitution**

- Amendment 1: Article 3.5. shall be amended to read, "If the society wishes to restrict membership it must submit the request to the VP Finance & Activities with good grounds."
- Amendment 2: Article 4.1 shall be amended to read, "The Executive Committee of Keele Creative Writing Society (hereafter referred to as "The Committee") shall consist of the following positions, (hereafter referred to as Officers):"
- Amendment 3: A new Article 4.2. shall be inserted, "Other committee positions may be created by amendment to this constitution, following the prescribed amendment procedure."
- Amendment 4: Article 4.2. shall become Article 4.3. and shall be amended to read, "During term time, the committee shall hold weekly meetings to discuss how to take the society forward and put on activities for its members."
- Amendment 5: A new Article 4.3.1. shall be inserted, "If the Officers agree that a meeting is not necessary, the meeting may be postponed to the following week."
- Amendment 6: A new Article 4.3.2. shall be inserted, "The Committee may not (barring exceptional circumstances) be postponed for more than two consecutive weeks."
- Amendment 7: Article 4.3. shall be become Article 4.4 and shall be amended to read, "The quorum for a Committee Meeting is exactly or more half of all Officers."
- Amendment 8: Article 5.1.1 shall be amended to read, "The President is the principle spokesperson and representative of the society."
- Amendment 9: Article 5.1.2. shall be amended to read, "The President shall chair Committee Meetings, except where another Officer would be more appropriate to act as chair, at the President's discretion."
- Amendment 10: Article 5.1.3. shall be amended to read, "The President shall attend all the Students Union general Meetings in the interests of The Society, or shall deputise this responsibility to another Officer or Officers."
- Amendment 11: A new Article 5.1.5.1. shall be inserted, "These duties may be deputised to any other Officer, at the discretion of the Committee."

- Amendment 12: Article 5.2.1. shall be amended to read, "The Secretary shall be responsible for taking the minutes in all Meetings."
- Amendment 13: A new Article 5.2.1.1 shall be inserted, "5.2.1.1. This role may be delegated to another at the discretion of the Committee."
- Amendment 14: Article 5.2.2. shall be amended to read, "5.2.2. The Secretary shall be responsible for monitoring any external communications to The Society and responding after consultation with the Committee."
- Amendment 15: Article 5.2.3. shall be amended to read, "The Secretary shall be responsible for weekly communications to the membership list."
- Amendment 16: A new Article 5.2.4 shall be inserted, "The Secretary shall assume responsibility for Constitutional Affairs."
- Amendment 17: A new Article 5.2.4.1. shall be inserted , "This role shall be defined as including, but not being limited to:"
- Amendment 18: A new Article 5.2.4.1.1 shall be inserted , "Ensuring the Constitution is an accurate representation of the Aims and Objectives of the Society."
- Amendment 19: A new Article 5.2.4.1.2. shall be inserted , "Ensuring Constitutional provisions are followed."
- Amendment 20: A new Article 5.2.4.1.3. shall be inserted , "Reviewing proposals for amendments for the Constitution."
- Amendment 21: A new Article 5.2.4.2. shall be inserted , "In the event of the creation of a separate "Constitutional Affairs" Officer, the Secretary shall lose all responsibilities outlined in this subsection but shall assume them if the aforementioned position is vacant or removed."
- Amendment 22: Article 5.3.1. shall be amended to read, "The Treasurer shall be responsible for The Society account and shall ensure that society funds are spent prudently and within The Society's funds."
- Amendment 23: Article 5.4.1. shall become "Article 5.4.2." and Article 5.4.2. shall become, "Article 5.4.1"
- Amendment 24: A new Article 5.4.1.1 shall be inserted, "In no way shall any section of this Constitution be construed as implying the position of Social Secretary is inferior to any other Officer."
- Amendment 25: Article 6. shall become Article 7.
- Amendment 26: A new Article 6. shall be inserted, "*Online Media.*"

- Amendment 27: A new Article 6.1. shall be inserted, "The Society shall maintain an Online Presence in order to communicate with members of the Society and in order to further the Aims and Objectives of the Society."
- Amendment 28: A new Article 6.2. shall be inserted, "The Committee shall be jointly responsible for maintaining of the Online Presence of the Society, except where this Constitution expressly provides otherwise."
- Amendment 29: A new Article 6.2.1. shall be inserted, "To this end, the Committee shall all become Administrators (or other equivalent positions) of Social Media Groups, the Society Website and other areas of Online Presence."
- Amendment 30: A new Article 6.2.2. shall be inserted, "All Officers shall hold positions as Moderators of the Online Presence and they shall have equal authority in this area."
- Amendment 31: A new Article 6.2.3. shall be inserted, "In the event that the Online Presence does not allow for multiple Administrators, the Society Email shall be used to establish a neutral Administrator profile, which shall be available to be accessed by all Officers."
- Amendment 32: Article 6.2. (Now Article 7.2.) shall be amended to read, "An Officer is deemed to have resigned immediately following a motion of 'No Confidence' being carried by a two thirds majority at AGM or EGM."
- Amendment 33: Article 7. shall become Article 8.
- Amendment 34: Article 7.1 (Now Article 8.1) shall be amended to read, "Annual General Meetings:"
- Amendment 35: A new Article 8.1.1. shall be inserted, "An Annual General Meeting (AGM) shall be held once every Academic Year."
- Amendment 36: A new Article 8.1.1.1. shall be inserted, "The AGM shall be held no earlier than the second Wednesday of March and no later than the Wednesday of the Academic Calendar's Week 12."
- Amendment 37: A new Article 8.1.2. shall be inserted, "An AGM shall consist of the following essential elements."
- Amendment 38: A new Article 8.1.2.1. shall be inserted, "Presentation of reports by all Officers."
- Amendment 39: A new Article 8.1.2.2. shall be inserted, "Election for succession of all officers, according the Constitution's Election Procedure."
- Amendment 40: A new Article 8.1.2.3. shall be inserted, "Any other items the outgoing Committee wish to include."

- Amendment 41: A new Article 8.1.2.4. shall be inserted, "Any valid motions which have been submitted to the Committee prior to the AGM."
- Amendment 42: A new Article 8.1.2.4.1. shall be inserted, "In order for a motion to be valid, it must have been proposed by one member, seconded by another member and submitted to the Committee at least 48 hours before the start of the AGM."
- Amendment 43: Article 7.2. (Now Article 8.2.) shall be amended to read, "Extraordinary General Meetings:"
- Amendment 44: A new Article 8.2.1. shall be inserted, "An Extraordinary General Meeting (EGM) may be called by 3 Officers of the society."
- Amendment 45: A new Article 8.2.2. shall be inserted, "Subject to Section 8.3. an EGM may be called by 20% of Society Members."
- Amendment 46: A new Article 8.2.3. shall be inserted, "In order to call an EGM one person (the proposer) must submit a motion to the Committee, detailing the reason the EGM has been called, along with evidence of the required level of support."
- Amendment 47: A new Article 8.2.4. shall be inserted, "The Proposer is expected to attend the EGM in order to present his motion."
- Amendment 48: Article 7.3. (Now Article 8.3) shall be amended to read, "Quorum"
- Amendment 49: A new Article 8.3.1. shall be inserted, "Quorum for all General Meetings is 20% of the total membership of the Society."
- Amendment 50: A new Article 8.3.2. shall be inserted, "In the event that the level of Society Membership is fewer than 50 members, Quorum shall be fixed at 10 members."
- Amendment 51: A new Article 8.3.3. shall be inserted, "In the event that the level of Society Membership is greater than 125 members, Quorum shall be fixed at 25 members."
- Amendment 52: A new Article 8.3.4. shall be inserted, "Quorum shall be determined by a count of attendance at a General Meeting."
- Amendment 53: A new Article 8.3.4.1. shall be inserted, "If there are fewer than 20% of members present, a 10 minute recess shall be granted in order to allow more members time to join the meeting."
- Amendment 54: A new Article 8.3.4.2. shall be inserted, "If, after 10 minutes, the Quorum level has not been met, but more than 10% of members are present (or at least 6 if the total membership is fewer than 50) a unanimous vote of all present will set the Quorum level to be the number of present members."

- Amendment 55: Article 8 shall become Article 10.
- Amendment 56: A new Article 9. shall be inserted, "Vacancies"
- Amendment 57: A new Article 9.1. shall be inserted, "In the event a Committee position becomes vacant, the committee will follow the procedure outlined in this section."
- Amendment 58: A new Article 9.2. shall be inserted, "If the position of President is vacant, the committee shall appoint a President Pro tempore who will hold the position as an Interim Officer. The Committee shall open nominations for a Special Election to the position, which will be held as soon as reasonably practicable."
- Amendment 59: A new Article 9.3. shall be inserted, "If the position of Secretary is vacant, the committee shall appoint a Secretary Pro tempore who will hold the position as an Interim Officer. The Committee shall open nominations for a Special Election to the position, which will be held as soon as reasonably practicable."
- Amendment 60: A new Article 9.4. shall be inserted, "If the position of Treasurer is vacant, the committee shall appoint a Treasurer Pro tempore who will hold the position as an Interim Officer. The Committee shall open nominations for a Special Election to the position, which will be held as soon as reasonably practicable."
- Amendment 61: A new Article 9.5. shall be inserted, "If the position of Social Secretary is vacant, the committee shall have discretion to follow one of these procedures:"
- Amendment 62: A new Article 9.5.1. shall be inserted, "The Committee may appoint a President Pro tempore who will hold the position as an Interim Officer. The Committee shall then open nominations for a Special Election to the position, which will be held as soon as reasonably practicable."
- Amendment 63: A new Article 9.5.2. shall be inserted, "The Committee may allow the position to remain vacant until the following AGM and in the interim period assume the duties of the Social Secretary collectively or deputise these duties to another Officer."
- Amendment 64: A new Article 9.6. shall be inserted, "For the purposes of Article 10, a Special Election shall be defined as an Election and shall follow the procedures outlined in that Article."
- Amendment 65: Article 8.1. (Now Article 10.1) shall become Article 10.5.

- Amendment 66: A new Article 10.1. shall be inserted, "All Officers elected at an AGM shall assume their position immediately and the term of which they shall hold that position is until the following AGM."
- Amendment 67: A new Article 10.1.1. shall be inserted, "Section 10.1. shall in no way be construed to affect the rights of Officers to resign from the position they hold."
- Amendment 68: A new Article 10.1.2. shall be inserted, "Section 10.1. shall in no way be construed to affect the ability to remove the Officer from their position according to the procedures outlined in this Constitution."
- Amendment 69: A new Article 10.2. shall be inserted, "An Officer elected in a Special Election is elected to complete an on-going term, which will expire at the following AGM."
- Amendment 70: A new Article 10.3. shall be inserted, "There shall be no limits on the number of times an individual may be elected to serve as an Officer."
- Amendment 71: A new Article 10.4. shall be inserted, "Subject to other provisions of this Constitution, an individual who is not a member of the Society is permitted to stand for election to a committee position. However if the individual is subsequently elected, he is expected to immediately join the Society and pay any applicable membership fee."
- Amendment 72: Article 10.5. shall be amended to read, "Elections will be held at a general Meeting and will be done by Single Transferable Vote and Secret Ballot and shall include a "Re-Open Nomination ("RON")" Candidate option."
- Amendment 73: Article 8.2. shall become Article 10.6. and shall be amended to read, "A Returning Officer and Deputy Returning Officer must be chosen by the Committee as two impartial members of The Society to count the votes and announce the winners. They are not allowed to vote. In the event of no members being found, the Committee may appoint the VP Finance & Activities and allow them to appoint an impartial Deputy."
- Amendment 74: Article 8.3. shall become Article 10.7.
- Amendment 75: A new Article 10.7.1. shall be inserted, "In the event the positions of President, Secretary or Treasurer have received no nominations by this deadline, the deadline shall be extended until a nomination is received."
- Amendment 76: A new Article, 10.7.2. shall be inserted, "In the event the positions of President, Secretary or Treasurer have received no nominations by the time the AGM commences, nominations may be accepted at the AGM."
- Amendment 77: Article 8.4. shall become Article 10.8.

- Amendment 78: Article 8.5. shall become Article 10.9. and shall be amended to read, “Non-KeeleSU members are not allowed to run for President, Secretary or Treasurer.”
- Amendment 79: Article 9. shall become Article 11.
- Amendment 80: Article 9.1. shall become Article 11.1.
- Amendment 81: Article 9.2. shall become Article 11.2.
- Amendment 82: Article 9.3. shall become Article 11.3.
- Amendment 83: Article 9.4. shall become Article 11.4.
- Amendment 84: Article 9.5. shall become Article 11.5.
- Amendment 85: Article 9.6. shall become Article 11.6.
- Amendment 86: Article 10. shall become Article 12.
- Amendment 87: Article 10.1. shall become Article 12.1.
- Amendment 88: Article 10.2. shall become Article 12.2.
- Amendment 89: Article 10.2.1. shall become Article 12.2.1.
- Amendment 90: Article 10.3. shall become Article 12.3.
- Amendment 91: Article 10.4 shall be removed.
- Amendment 92: Article 10.5 shall become Article 12.4
- Amendment 93: Article 11. shall become Article 13.
- Amendment 94: Article 11.1. shall become Article 13.1.
- Amendment 95: Article 11.2. shall become Article 13.2.
- Amendment 96: Article 12. shall become Article 14.
- Amendment 97: Article 12.1. shall become Article 14.1.
- Amendment 98: Article 13. shall become Article 15. and shall be amended to read, “Disciplinary Procedure”
- Amendment 99: Article 13.1. shall become Article 15.1.
- Amendment 100: Article 15.2. shall become Article 15.2.