**Student Association Bylaws** 

**Article 1: Name of the association**

1.1 The name of the student association shall be Charles Neuro Society abbreviated to CNS and

referred to hereafter as CNS.

**Article 2: Aims and objectives**

2.1 The overall aims and objectives of CNS are to promote academic activities in the subject of neuroscience, particularly the clinical fields neurology and neurosurgery, providing students with a special interest in these fields opportunities to:

1. Take part in webinars and journal clubs.
2. Build academic discussion skills.
3. Enhance their CV with extracurricular academic activities.
4. Present research papers on neuroscience topics at webinars or meetings.
5. Meet and network with students who have shared interests.
6. Provide and engage in peer-to-peer teaching.

2.2 CNS seeks to provide opportunities for students of all years and abilities. In pursuing this aim, CNS will:

1. Protect the rights of all student members.
2. Provide a safe space for academic discussion.
3. Enforce a zero-tolerance policy for discrimination or unprofessionalism.
4. Prohibit any activities or events intended for personal financial gain.

**Article 3: Membership**
3.1 Membership is open to all students of Charles University. Students from any faculty of Charles University can become a member of CNS. Undergraduate and postgraduate students can become a member.

3.2 Students can become a member by signing up to the society’s mailing list

3.3 There is no fee for membership.

3.4 Membership ceases when the student is no longer enrolled at Charles University.

3.5 Rights of members:

1. To take part in all activities of the society.
2. To stand for election to the executive committee (see article 6: Governance).
3. To be fully informed about the nature and any possible risks of all activities.

**Article 4: Authority and responsibility**4.1 All members must treat each other equitably and appropriately.
4.2 All members must show consideration for the property of Charles University and the property of others.

4.3 CNS will adhere to the code of conduct of Charles University.

**Article 5: Governance**

5.1 CNS will be governed by an executive committee, who are responsible for the day-to-day running of the society.

5.2 The executive committee will meet at least a year at the Annual General Meetin (AGM).

5.3 All executive committee members must be current and active members of CNS.
5.4 The executive committee must comprise the following officials: President, vice-president, treasurer, and secretary. The duties of each committee official are outlined in Article 6.

**Article 6: Duties of executive committee officials**

6.1 President. The leader of the society, who oversees all activities and has a vision for the direction of the society. Responsibilities:

1. To be a “Figurehead,” representing CNS to other students.
2. Calling meetings of the executive committee.
3. Responsible for delegating tasks.
4. To have a strong belief in the aims and objectives.

6.2 Vice president. An organisational role, who delivers the aims and objectives. Responsibilities:

1. Ensuring everything runs smoothly.
2. Co-ordinates with the Secretary (eg. sending emails, booking rooms).
3. Co-ordinates with the Treasurer (eg. budget planning).

6.3 Treasurer. Manages the club’s budget by co-ordinating with the University. Responsibilities:

1. Makes decisions on any purchases for CNS.
2. Ensures that CNS has financial means for future purchases.
3. Manages printing costs and web domain subscriptions for the CNS website.

6.4 Secretary. The organiser. Communicates with the rest of the club members. Responsibilities:

1. Recruitment of new members and encouraging diversity of membership.
2. Responsible for advertising executive committee positions at the end of each year.
3. Responsible for advertising CNS events on social media pages.
4. Manages the club email account.
5. Keeps minutes of the executive committee meetings and makes these minutes available on the CNS website.

**Article 7: Annual General Meeting (AGM)**

7.1 The club will meet once a year at an Annual General Meeting (AGM) to re-elect a new executive committee, reflect on activities throughout the year, and to plan for the forthcoming year.

7.2 The agenda of the meeting must include:

1. The minutes of the previous meeting.
2. Matters arising from the minutes.
3. Report from the outgoing executive committee.
4. Elections for the new committee.
5. Items for discussion.

7.2 Nomination for an executive position must be put forward in writing to the secretary one week in advance of the AGM.

7.3 If insufficient nominations are received in advance, nominations for the position can be opened to the floor at the AGM.

7.4 An executive position is filled by one person each year and can not be shared with another member.

**Article 8: Amendments**

8.1 Amendments to the constitution can be suggested by sending an email request to the secretary two weeks in advance of the AGM.

8.2 Amendments must be approved by 3 / 4 of the executive committee and a majority vote of the student membership.

8.3 Amendments to any article or clause of the constitution shall render the previous article or clause null and void.



**Signatures of founding members:**



**Date: 10.12.21**