



DOWNING COLLEGE ALUMNI ASSOCIATION

THE RULES OF THE DOWNING COLLEGE ALUMNI ASSOCIATION **Approved at the AGM on 24th September 2016**

- 1 The Association shall be composed of past and present members of Downing College, Cambridge, and shall be called "The Downing College Alumni Association". It is an unincorporated association.
- 2 The main objects of the Association shall be:
 - to keep members of Downing in touch with each other and the College;
 - to facilitate united action in any matter concerning the welfare of the College and its members;
 - to publish and circulate an Annual Newsletter;
 - to hold an annual dinner.
- 3 The following shall be eligible for life membership of the Association:
 - Anyone who has been admitted to undergraduate membership of the College provided that he or she has kept not less than nine terms of residence;
 - Any postgraduate student member of the College;
 - Any graduate of the College;
 - Anyone who has been admitted to a Fellowship or Honorary Fellowship of the College;
 - Anyone who has been admitted as a Bye-Fellow, Fellow Commoner, Keio Fellow, Pomona Fellow or Virginia Fellow of the College.

A member of the College may become an undergraduate or a postgraduate member of the Association upon coming into residence.

Anyone referred to in this Rule for the purposes of these Rules shall be deemed to be an alumnus of the College.
- 4 Any member of the College who has gone down before taking a degree and is not expected to return into residence *in statu pupillari* may be considered for election as a life member at the discretion of the Executive Committee.
- 5 The Annual General Meeting shall have the power to elect honorary members of the Association.
- 6 Members of the Association shall pay a life subscription as decided upon at the Annual General Meeting. Undergraduate members shall pay a termly proportion of the life subscription, so that after nine terms they will automatically become life members without further payment. Members elected under Rule 4 shall normally be expected to pay the full life subscription. Postgraduate students, not already members, who are officially in residence shall pay such a termly sum as will amount to the total sum. Fellows and Honorary Fellows become members upon their election without payment of a subscription.

- 7 All members shall be entitled to receive the Newsletter and other publications of the Association. Life members shall be entitled to vote at meetings of the Association and to hold office. The participation of those who are not life members or honorary members in the activities of the Association shall be at the discretion of the Executive Committee.
- 8 The management of the Association and the election of members shall be in the hands of an Executive Committee which shall consist of a President, the immediate Past President, a President-elect, one or more Secretaries, a Treasurer and six elected members. The Senior Tutor, the Bursar, the Director of Development, the Development Officer responsible for Alumni Relations, the Assistant Secretary (College Record) and the Presidents of the JCR and MCR shall be members ex-officio. Any person co-opted to chair a sub-committee shall be deemed to be an ex-officio member.
- 9 The President and other officers shall be elected at the Annual General Meeting. The Executive Committee shall nominate a President-elect for the ensuing year to be elected at the Annual General Meeting. The President shall chair the Executive Committee and the Annual General Meeting.
- 10 The President shall serve for one year and shall not normally be eligible for re-election for at least one year. The Secretaries and Treasurer shall serve for four years and shall be eligible for re-election.
- 11 The Annual General Meeting shall be held on the day fixed for the Annual Dinner. In exceptional circumstances, the Executive Committee may call a Special General Meeting. The Secretaries shall give notice of any General Meeting at least three weeks before it is to take place. Thirty life members shall form a quorum at all General Meetings of the Association.
- 12 Elected members of the Executive Committee shall serve for four years and shall not be eligible for re-election for at least a year. In electing such members, due consideration will be given to ensuring that a full range of ages is represented on the Executive Committee. The Executive Committee shall have the power to co-opt additional members on a temporary basis for particular purposes. In general, members co-opted to sub-committees shall not automatically be members of the Executive Committee
- 13 The administration of the funds of the Association shall be vested in the Treasurer acting on the instructions of the Executive Committee who shall discharge ordinary liabilities of the Association.
- 14 The Executive Committee shall have powers to invest surplus monies and to change investments within their absolute discretion. One or more auditors shall be appointed at the Annual General Meeting.
- 15 The Executive Committee shall meet at least once a year. At all meetings of the Committee four shall form a quorum. Only elected members shall have the power to vote at Committee meetings.
- 16 The Annual General Meeting may elect persons who have served the Association with distinction to the position of life Vice President. Vice Presidents shall be entitled to attend the meetings of the Executive Committee, but not to vote.

- 17 No alterations shall be made in the Rules of the Association except at a General Meeting and by a majority of two thirds of those present and voting, and any proposed alteration shall be stated on the notice calling the meeting.

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Honorary Secretary and Editor