

Constitution for the Wadham College Drama Society

1. Terms
 - 1.1. This document details the constitution of the Wadham College Drama Society, hereby termed 'the Society'
 - 1.2. The Society is composed of its registered members.
 - 1.3. The terms 'the Committee' or 'the Society's Committee' refer to the committee members of the society, who are elected by the Society's Members
2. Objectives of the Society
 - 2.1. To support the dramatic arts within Wadham College
 - 2.1.1. Specifically: the society shall ensure that regular theatrical productions take place within Wadham College. Such plays are hereafter referred to as 'Society-endorsed plays'
 - 2.2. To support Wadham students taking part in dramatic arts
 - 2.2.1. Specifically: this shall be achieved by providing loans to dramatic endeavours that involve at least one Wadham student in a managerial, technical, or creative role.
 - 2.3. To promote Wadham College values through theatre.
 - 2.3.1. Specifically: The Society shall give voice to those not traditionally given a voice in Western theatre. Such people include, but are not limited to: women and other non-binary genders; queer people; people of colour and other ethnic minorities; working-class people; and disabled and neurotypical people.
3. Membership of the Society
 - 3.1. Any graduate or undergraduate student currently studying at Wadham College is eligible for membership of the Society.
 - 3.1.1.1. Rusticated/suspended students who plan to resume studying are excepted from section 3.3.1
 - 3.2. Membership is granted upon application to the Society.
 - 3.3. A Wadham College student shall remain a member of the Wadham College Drama society unless:
 - 3.3.1. They cease to study at the college
 - 3.3.2. They inform a committee member that they wish to leave.
4. The Committee of the Society
 - 4.1. The committee is collectively charged with delivering the aims of the society as specified in section 2, although ultimate responsibility falls to the President (see below)
 - 4.2. The following are the committee members:
 - 4.2.1. The President, who
 - 4.2.1.1. is ultimately responsible for delivering the Society's objectives as specified in section 2
 - 4.2.1.2. chairs meetings of the society
 - 4.2.1.3. represents the society in liaisons with the OUDS/college/etc. N.B. This is different to the Wadham OUDs rep who represents OUDs in liaisons with the society
 - 4.2.1.4. Writes and distributes Committee meeting minutes to be relayed to members of the Society if needs be
 - 4.2.2. The Treasurer, who
 - 4.2.2.1. is financially responsible for the society
 - 4.2.2.2. is the named account holder of the society
 - 4.2.3. The Arts Officer, who
 - 4.2.3.1. represents the Wadham College Student Union (hereafter referred to as 'the SU') within the committee
 - 4.2.3.2. represents the Society with the SU
 - 4.2.4. Further committee members without portfolio, that is to say, without a specific role. The exact number is determined by how many people are interested. Maximum five.
 - 4.2.4.1. support the Society through whatever means is most appropriate

- 4.2.4.2. Cast a vote when the society is deciding whether or not to fund a production
 - 4.3. The order of seniority is thus: President; Treasurer; Arts Officer; and then jointly the committee members without portfolio.
 - 4.4. No single individual may hold more than one committee position at the same time.
 - 4.5. Committee Roles Decision Process
 - 4.5.1. The Arts Officer of the SU is by default the returning officer of the Society and is thus responsible for running elections for the Society's Committee.
 - 4.5.1.1. The Arts Officer may designate another person to act as Returning Officer subject to the Committee's approval
 - 4.5.1.2. The committee may appoint a person other than the Arts Officer to act as Returning Officer if appropriate.
 - 4.5.2. Elections for the positions of President and Treasurer are held annually at the end of Trinity Term, via college-wide google poll. The precise timing is at the Arts Officer's discretion. Also at the end of Trinity term, students have the chance to apply for the position of committee member without portfolio. If the number of applicants exceeds five, elections are held for these positions too.
 - 4.5.2.1. All committee members automatically vacate their positions immediately before an annual election. A committee member who wishes to stay in their role must apply to be reinstated.
 - 4.5.2.2. In the event of the resignation of the president or the treasurer, a committee meeting must be held as soon as possible to vote for someone to fill the vacated position.
 - 4.5.2.3. In accordance with section 4.4, if a current committee member wishes to stand in this round table meeting, then they must first resign their original position.
 - 4.5.2.4. In the event of the resignation of a committee member without portfolio, a committee meeting can be held to vote for someone to fill the vacated position, if deemed necessary
 - 4.5.3. Any member of the Society is able to run for any position on the Society's Committee
 - 4.5.3.1. An exception is the Arts Officer of the SU, who in running would contravene section 4.4
- 5. Relationship to the SU
 - 5.1. The Society shall be associated with, but separate from, the SU.
 - 5.2. The SU shall be represented on the Society Committee by the SU's Arts Officer. Similarly, the Arts Officer shall represent the Society within the SU.
 - 5.2.1. The Arts Officer will relate the Society's activity to the SU as a part of their Officer's Report as is deemed necessary by the Arts Officer
 - 5.3. The Society shall be financially independent from the SU (see section 8).
 - 5.3.1. Any changes to the financial support of the Society from the SU must be ratified by an SU motion in accordance with the SU's constitution.
 - 5.4. The Arts Officer of the SU shall act as the Returning Officer of the Society as specified in section 4.5.1
 - 5.5. Any SU officer or representative apart from the Arts Officer is able to stand for election to any position within Society's Committee if they are a member of the Society.
- 6. Meetings
 - 6.1. The society committee is obliged to meet for a committee meeting at the beginning and end of every term
 - 6.1.1. Every committee member is obliged to attend said meetings except in the case of extenuating circumstances
 - 6.1.2. The President, Arts Officer, or a majority of committee members may call a meeting in addition to these two specified meetings.
 - 6.2. The meetings shall be chaired by the President.
 - 6.2.1. The President is able to designate another member of the committee to chair the meeting, subject to approval by the majority of the committee

- 6.3. College members involved with the production of a Society-endorsed play may also be present at meetings if invited by a committee member.
- 6.4. The Committee, or a majority of the Society's members, may also call a general meeting of the entire society.
 - 6.4.1. Such meetings will be chaired by the President
 - 6.4.2. Any member of the society is able to propose discussion points at said meetings
 - 6.4.3. Any member of the society is able to propose amendments to the constitution.
 - 6.4.3.1. A given amendment will pass if it has two thirds support from the society
7. Rules governing Society-endorsed plays
 - 7.1. The Society must ensure that at least one Society-endorsed play is produced within the Wadham College premises each academic year.
 - 7.1.1. At least one of these plays must take place within the Wadham gardens.
 - 7.2. The cast and crew of said plays shall be composed of Wadham College students.
 - 7.2.1. An exception is when compliance with this subsection would cause non-compliance with section 2.1 and/or section 7.1.
 - 7.3. Committee members of the society are free to take any role within the production of a Society-endorsed play - whether creative, technical, or managerial.
 - 7.3.1. The role a given committee member in the production of play bears no relation to their role in the committee
8. Rules governing loans to non-Society-endorsed plays:
 - 8.1. The Society shall be the first port of call for dramatic ventures seeking funding from the SU.
 - 8.1.1. On the event of the Society having insufficient funds to provide a loan, the Society is able to suggest that the applicant applies to the OUDS and SU.
 - 8.2. The Society is able to loan a maximum of £300 to any dramatic production that fulfils the following conditions:
 - 8.2.1. The play must involve least one Wadham student in a creative, managerial, or technical role.
 - 8.2.2. That at the time of applying for the loan, the production has a confirmed director and producer, and either has booked or is applying to book a venue.
 - 8.2.3. The production produces and presents a bid to the Society, after which a decision will be made. Assistance on how to make a bid can be applied to from the Society's Liaison Officer, if needed.
 - 8.3. Such loans will *pro rata* unless there are good reasons for this not being the case
 - 8.4. Any given loan must be approved by the majority of the Society committee
 - 8.4.1. However, the Treasurer of the Society has veto power over such decisions, provided that the reason for the veto is purely financial.
 - 8.5. The approval of a loan shall result in the creation of a contract.
 - 8.5.1. Decision of what action should be taken in the case of breach of contract is at the discretion of the committee of the Society.
 - 8.6. A grant may be also given to a production
 - 8.6.1. The cap of grants will be £100
 - 8.6.2. It will be given to projects not expected to make a profit, yet nevertheless considered of value
 - 8.6.2.1. This is to be decided by the Society in a Committee meeting
 - 8.6.3. Grants will follow the same conditions as loans as laid out in section 8.2
9. Finance
 - 9.1. The Society's funds shall be kept in a bank account titled 'Wadham College Drama Society'.
 - ~~9.1.1.~~ The treasurer shall, where possible, be the named holder of said account.
 - 9.1.2. The treasurer shall keep a record of any movement of money in or out of the account; this record shall be up to date and available for inspection by the society committee on request
 - 9.2. The Society shall be the main financial backer of Society-endorsed plays.

9.2.1. Any donations for the funding of specific projects must be made to the society with conditions for the use of said donation.

9.3. The Society shall be funded through a number of means, including but not limited to

9.3.1. Ticket sales from previous productions within Wadham College

9.3.2. Returns from pro-rata loans to other productions

9.3.3. Donations from alumni

9.3.4. Funding from the SU (if and when agreed)

9.3.5. Funding from the Amalgamated Clubs fund

10. Amendments

10.1. This constitution may be amended by agreement of two thirds of the committee