

Churchill Student Federation

Union

- 1) The Churchill Student Federation shall exist to facilitate the existence of joint JCR-MCR Officers.

Officers

- 1) There shall be an LGBT Officer, who shall be:
 - a) An Officer;
 - b) An individual;
 - c) Elected annually in the Lent Term Campus Elections of the JCR in which all members of the JCR and MCR are eligible to vote; and
 - d) Responsible for:
 - i) Promoting the welfare of LGBT students;
 - ii) Promoting awareness of LGBT issues;
 - iii) Promoting LGBT welfare events in Cambridge insofar as they are deemed to be consistent with the welfare and wishes of LGBT Members and with the JCR and MCR's goals, governing documents, Resolutions and Committee decisions;
 - iv) Organising events aimed at LGBT students; and
 - v) Maintaining communication and cooperation between the JCR and MCR, which may include but is not limited to:
 - (1) Attending JCR and MCR open meetings; and
 - (2) Staying in regular contact with the JCR and MCR Presidents.
- 2) There shall be a Winston Editor, who shall be:
 - a) An Officer;
 - b) Either an individual or a pair;
 - c) Elected annually in the Lent Term Campus Elections of the JCR in which all members of the JCR and MCR are eligible to vote; and
 - d) Responsible for:
 - i) Producing the Freshers' Winston before the start of the Michaelmas term;
 - ii) Producing at least 3 editions of Winston during Michaelmas term;
 - iii) Producing at least 3 editions of Winston during Lent term;
 - iv) Producing at least 1 edition of Winston during Easter term;
 - v) Ensuring the up-to-date publication of Open Meeting minutes;
 - vi) Managing the Winston accounts;
 - vii) Maintaining communication and cooperation between the JCR and MCR, which may include but is not limited to:
 - (1) Attending JCR and MCR open meetings; and
 - (2) Staying in regular contact with the JCR and MCR Presidents.
- 3) The Officers specified in this document shall remain in Office until:
 - a) Their term of office expires;
 - b) They are removed from office by both the JCR and MCR, using each Common Room's usual procedures for removing Officers.

- c) They are deemed by College Council to be unable to perform their duties;
 - d) They cease to be a member of either the JCR or the MCR; or
 - e) They inform both the JCR President and MCR President in writing of their wish to resign.
- 4) Where Re-Open Nominations is elected or the position of an Officer becomes vacant, the usual procedures of the JCR shall apply, except that all Members of the MCR are also entitled to vote.
 - 5) While acting as a representative of the JCR and MCR, Officers, considering time sensitivity and importance, shall:
 - a) Seek relevant Policy from both the JCR and the MCR;
 - b) Obtain guidance from the JCR Committee and MCR Committee;
 - c) Consult CUSU Policy, except for the purposes of deciding CUSU Policy; and
 - d) Act on their own initiative provided that they do not purport to state Policy.
 - 6) While acting as part of the Committee of one Common Room, no Officer may disclose confidential information of the other Common Room.
 - 7) In the event of a vacancy of an Officer, it may be filled by agreement of the JCR Committee and MCR Committee.

Subcommittees

- 1) Officers of the Federation shall be permitted to assemble a subcommittee where:
 - a) The JCR and MCR accept the need for a Subcommittee to work on a specific issue and pass Resolutions of the MCR Committee and JCR Open Meeting to this effect;
 - b) The members of the Subcommittee are nominated by the relevant Officer on a first come first served basis;
 - c) The members of the subcommittee should in the first instance be drawn from both Common Rooms;
 - d) The relevant Officer shall chair the Subcommittee and be responsible for co-ordinating all activities of the Subcommittee, reporting on its activities at Committee and Open Meetings and ensuring that all activities are in line with the Constitution, Standing Orders and all existing Resolutions, and as far as possible represent the views of Members of both Common Rooms;
 - e) Subcommittees and Subcommittee members shall be appointed for a period no longer than one year, at the end of which period the JCR and MCR must pass Resolutions [as outlined in point a) above] to the effect of either re-convening the Subcommittee for another period, not exceeding one year, or dissolving the sub-committee;
 - f) If the Subcommittee is re-convened after a year, new Subcommittee members must be appointed in the way described above; and
 - g) A Subcommittee can be dissolved at any time, within 7 days of the passing of an MCR Committee Meeting or a JCR Open Meeting Resolution to do so.

Amendments

- 1) A motion to amend this document shall take effect on obtaining:
 - a) A Resolution of the JCR equivalent to an amendment to the Standing Orders of the JCR; and

- b) A Resolution of the MCR equivalent to an amendment to the Rules and Procedures of the MCR.

Interpretation

- 1) Any question of interpretation of this document shall be determined by:
 - a) The JCR President and MCR President jointly; or
 - b) The Master of the College, where the JCR President and MCR President do not agree.

Definitions

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| Common Room | Either the JCR or the MCR. |
| LGBT | Refers to any individual who self-defines as Lesbian, Gay Bisexual or Transgender. |
| JCR | Churchill College Junior Common Room. |
| MCR | Churchill College Middle Common Room. |
| Winston | Churchill College's student magazine. |