



# Galenicals

The University of Bristol Medical Students' Society

- Est. 1935 -

The mission of Galenicals is to represent, support and provide for its members' academic and non-academic needs during their time at Bristol Medical School. We, the democratically elected executive committee, achieve this by listening to, and acting upon the views of our members. This Constitution will be publicly available on the Galenicals website to allow full scrutiny by our members.

## Constitution

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## **1. Name**

- 1.1. The name of the society shall be Galenicals University of Bristol Medical Student Society (the “Society”).
- 1.2. The Society shall be affiliated to the University of Bristol Students’ Union (the “Union”) and represented by the Societies’ Network.
  - 1.2.1. The Society shall abide by the Union’s Code of Conduct, and any other policies laid down by the Union’s Board of Trustees.

## **2. Aim**

- 2.1. The Society shall represent, support and provide for its members' academic and non-academic needs. This is achieved in the following areas of offering (this list is not exhaustive):
  - 2.1.1. Welfare, equality, diversity and inclusivity.
  - 2.1.2. Academic representation.
  - 2.1.3. Socialising and community-building.
  - 2.1.4. Oversight of Galenicals sub-societies (the “sub-societies”).

## **3. Membership**

- 3.1. Full membership is open to all full members of the Union by application to the Society. Full membership shall have the following categories:
  - 3.1.1. Standard membership – 1 year membership including all privileges
  - 3.1.2. External intercalator membership – 1 year membership including all privileges for students who are externally intercalating at Bristol.
  - 3.1.3. Gateway membership – 1 year membership including all privileges for students who are studying a Gateway to medicine year.
  - 3.1.4. Non-Medic Affiliate membership – 1 year membership allowing non-Medical Students to be members of sub-societies only. There are no other privileges. It is only open to non-medical students.

- 3.2. Associate membership is open to all other persons who are associate members of the Union.
- 3.3. Not less than three quarters of the Society members shall be full members of the Union.
- 3.4. The Secretary shall keep a list of all members, differentiating between full and associate members. The Secretary shall inform the Student Services Team of the membership of the Society each year.
- 3.5. There shall be a subscription fee levied for membership, which shall be fixed at the discretion of the executive committee (through a quorate vote), being no less than the minimum rate demanded by the Union.
- 3.6. Membership can be bought in cash at the Galenicals Fair. The Presidents is responsible for notifying the Students' Union for the extra members. Details to be provided shall include the student's name, email and student number.

#### **4. Privileges of membership**

- 4.1. Only full members can sit on the committee of the Society.
- 4.2. Only Society members may join Galenicals sub-societies, including sitting on a sub-society committee.
- 4.3. All types of membership shall have equal rights of voting and attending meetings.
- 4.4. Standard, Gateway and External Intercalator categories of membership shall be entitled to the Society's members' financial support (for example; discounts for events, Galenicals Event Prizes or Conference Grants).
- 4.5. All ticketed events run by the Society that are open to non-members shall have a non-members' levy of at least £2 or 20% of the ticket cost (whichever is highest).
- 4.6. Only society members can be granted funding from Galenicals.

#### **5. Executive committee**

- 5.1. There shall be a society executive committee which shall be the executive decision-making body of the Society.

- 5.2. All executive committee members shall be democratically elected (as set out in paragraph 5.16.3).
- 5.3. The President, Vice Presidents, Treasurer, Secretary, and EDI Officer of the executive committee shall be full members of the Union.
- 5.4. The executive committee shall be responsible for the general and financial policy of the Society, subject to such rules as laid out in the Union's Constitution and Byelaws.
- 5.5. Quorum for all executive committee votes shall be at least ten members.
- 5.6. Only members of the executive committee have the right to attend and vote in executive committee meetings. Non-executive committee persons may be invited as non-voting attendees, at the discretion of the President.
- 5.7. The Committee shall be responsible for the general and financial policy of the Society, subject to such rules as laid out in the Union's Constitution and Byelaws, and any rulings made by the Union.
- 5.8. All executive committee meetings shall have minutes kept by the Secretary (or they shall delegate to another executive committee member if they are unavailable). The minutes shall be circulated to the executive committee in advance of the next executive committee meeting.
- 5.9. The executive committee shall be comprised of 17 roles (henceforth referred to as portfolios):
  - 5.9.1. President
  - 5.9.2. Vice Presidents (2); each Vice President can split their portfolio at the Executive Committee's discretion
  - 5.9.3. Treasurer
  - 5.9.4. Secretary
  - 5.9.5. Campus Culture Team;
    - 5.9.5.1. Black Bag Editor
    - 5.9.5.2. Sports Officer

5.9.5.3. Affiliated Society Liaison Officer

5.9.6. Marketing Team;

5.9.6.1. Marketing Director; who's portfolio includes social media

5.9.6.2. Sponsorship Director

5.9.6.3. Communication & Merch Officer; who's portfolio includes website

5.9.7. Support Team;

5.9.7.1. EDI Officer

5.9.7.2. Welfare Officer

5.9.7.3. International Officer

5.9.7.4. Alumni Officer

5.9.8. Events Team;

5.9.8.1. Events Directors (2-5 people; apply as a group)

5.9.8.2. Year 5 Graduation Ball Team (apply as a group of any size)

5.9.9. Peer Education Team

5.9.9.1. Peer-To-Peer (P2P) Education Officers (2; apply individually)

5.10. The specific portfolio descriptions for each executive committee role will be set out in a separate document held by the Secretary.

5.11. Members of the executive committee will be expected to attend all executive committee meetings.

5.11.1. This is excepted if the President communicates in writing that an executive committee member's attendance is not expected. This shall not affect quoracy defined in article 5.5.

5.11.2. Attendance via video call, telephone or another alternative shall be considered suitable attendance.

- 5.11.3. To enable members of the executive committee to attend all executive committee meetings, the dates shall be set in advance and communicated by the Secretary.
- 5.11.4. Should a member of the executive committee fail to attend two executive committee meetings (with apologies given 24 hours in advance), or one executive committee meeting (without apologies given 24 hours in advance), on their next failed attendance a vote of no confidence (as set out in paragraph 7) shall be automatically called.
- 5.11.5. Emergency cancellations within 24 hours will be judged at the discretion of the President. If deemed an emergency cancellation this will not count as a failed attendance.
- 5.12. All members of the executive committee should make a declaration of potential conflicts of interest at the beginning of their term and a list shall be compiled and held by the Secretary.
- 5.12.1. The impact of any declarations on a committee member's impartiality shall be at the discretion of the President.
- 5.12.2. Executive committee members shall volunteer any declarations of potential conflicts of interest at the beginning of any relevant executive committee meeting, whether directly asked or not.
- 5.12.3. Failure to comply with any part of article 5.12 by any executive committee member shall result in a vote of no confidence (as set out in paragraph 7) being automatically called.
- 5.12.4. All members of the executive committee must complete self-evaluation, which are, but not limited to:
- Midpoint review document
  - Self-evaluation of role through a feedback form
  - Provide a report of the year for AGM
- 5.13. The President shall have the deciding vote in any tied executive committee vote.
- 5.14. The Society and executive committee shall work closely with Course Reps (elected through Bristol SU) to allow effective academic representation.
- 5.15. The Society shall elect 2 Events Reps in each year to support the Events Directors.

5.16. A Welfare and Equalities Sub-committee shall be co-chaired by the Welfare Officer and EDI Officer, recognising the intersectionality of these issues. It shall be formed of the President, Vice Presidents, Associated Society Liaison Officer, International Director, any interested Faculty Welfare Rep, Honorary Student BMA local representative, BAME Student Working Group representative, LGBT+ health representative, Muslim Medics representative and Mature Medics Bristol representative.

5.16.1. The sub-committee's meeting frequency shall be at the President's discretion, but shall be at least termly.

5.16.2. Additional members of the Society may be invited as the President sees fit.

5.16.3. This is not a voting committee and instead shall report to and recommend votes to the executive committee of the Society as required. It is expected that the Society's Action Plan, Calendar, Action Register, Annual Budget and committee minutes shall be available for scrutiny.

5.16.4. All Welfare and Equalities Sub-committee meetings shall have minutes kept by the Secretary (or they shall delegate to another executive committee member if they are unavailable). The minutes shall be circulated to the sub-committee in advance of the next executive committee meeting.

## **6. Elections**

Elections shall be held at the Annual General Meeting to elect officers of the Committee for the following annual session. Officers can only be removed from their posts by an EGM or AGM. Nominations must be received 7 days in advance.

6.1. Voting for all elected executive committee positions shall be held at least once annually.

6.2. All elections shall be held online by using Bristol SU's online election system.

6.2.1. All democratic elections shall use a single transferable vote system with a re-open nominations (RON) candidate for each vote.

6.2.2. In the event of a tie, the vote shall be repeated on the same system until a candidate is elected.

6.3. Executive committee nominations must arrive by a date and time set by the outgoing executive committee.



- 6.4. Members of the society may nominate for executive committee roles as follows (according to what year group they will be in the academic year commencing in September after elections):
- 6.4.1. *President* shall be open to nominations from members who will finish their Galenicals term in 4<sup>th</sup> Year of MB ChB or intercalating (in Bristol).
  - 6.4.2. *Vice Presidents (2) and Treasurer* shall be open to nominations from members who will finish their Galenicals term in 3<sup>rd</sup> or 4<sup>th</sup> Year of MB ChB or intercalating (in Bristol).
  - 6.4.3. *Secretary* shall be open to nomination from members who will finish their Galenicals term in 2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> Year of MB ChB or intercalating (in Bristol)..
  - 6.4.4. *Welfare Officer* shall be open to nominations from members who will finish their Galenicals term in their 3<sup>rd</sup>, 4<sup>th</sup> or 5<sup>th</sup> Year of MB ChB or intercalating (in Bristol).
  - 6.4.5. *EDI Officer, Alumni Officer, International Officer, Communication & Merch Officer, Black Bag Editor, Sponsorship Director, Affiliated Society Liaison Officer, Sports Officer, Marketing Director, ENTs Team* shall be open to nominations from Galenicals members from any year of MB ChB or intercalating (in Bristol).
  - 6.4.6. *P2P Education Officers (2)* shall be open to nominations from members who will finish their Galenicals term in 4<sup>th</sup> or 5<sup>th</sup> Year of MB ChB or intercalating (in Bristol).
  - 6.4.7. *Year 5 Graduation Ball Directors (any size group)* shall be open to nominations from members who will finish their Galenicals term in 5<sup>th</sup> Year of MB ChB.
- 6.5. If Committee positions are left unfilled after the AGM, then the Committee shall have the power to co-opt Society members onto the Committee to fill the vacant posts. However, co-opted Committee members are not regarded as full Committee members and can be removed by the Committee at any time.
- 6.6. Voting shall be by online voting via Bristol SU website, with an option to re-open nominations. In the event of a tie, the outgoing President shall have the deciding vote.
- 6.7. If any executive committee role is vacated during a member's term (including but not limited to a vote of no confidence or resignation as set out in paragraph 7), a by-election shall be held.

6.7.1. The by-election shall follow the same election process set out in paragraph 5.16.3. It shall be concluded by the next scheduled executive committee meeting or within 28 days (at the discretion of the President).

## **7. Vote of no confidence and resignation**

7.1. For any executive committee member who is deemed unsuitable to hold the position, a vote of no confidence can be called to declare a lack of confidence and remove said person from the role.

7.1.1. It is at the discretion of each voter to decide what this means to them but may include consideration of the members': conflicts of interest; attendance and engagement with the role; previous words or actions and complaints against; expected future words or actions.

7.1.2. The vote shall be held using a secret ballot.

7.2. A vote of no confidence can be called by any executive committee member by virtue of their position.

7.2.1. They should call for the vote in writing to the President.

7.2.2. The reason for the vote shall be clearly set out and will be communicated in the agenda for the meeting at which the vote will take place.

7.2.3. No reasonable request shall be denied.

7.3. Members of the Society can call a vote of no confidence by calling an Extraordinary General Meeting (EGM) as set out in paragraph 8 which will have the vote of no confidence on the agenda.

7.3.1. The reason for the vote shall be clearly set out and will be communicated in the agenda for the meeting at which the vote will take place.

7.3.2. A vote of no confidence during an Extraordinary General Meeting (EGM) shall be voted on by any member of the Society present at the EGM. Quoracy shall follow procedure outline in paragraph 8.

7.4. Any executive committee member facing a vote of no confidence shall have a compassionate meeting arranged with the President and one other executive committee member.

- 7.5. Any executive committee member facing a vote of no confidence shall have the opportunity to make a case before all members who are voting.
- 7.6. A vote of no confidence shall occur within 28 days of the President receiving the call for the vote.
- 7.7. If the Society declares a lack of confidence in an executive committee member, the member will vacate the position immediately.
  - 7.7.1. The duties of the role will be allocated to other executive committee member(s) by the President in the interim.
  - 7.7.2. A by-election will be triggered as set out in article 6.5.
- 7.8. Any executive committee member can resign their role at any time by communicating this to the President in writing. The President will discuss resignation with said committee member before actioning and signpost to support. The member will be considered to have vacated the position once the President receives their resignation letter.
  - 7.8.1. The duties of the role will be allocated to the resigning member or other executive committee member(s) in the interim, at the discretion of the Presidents.
  - 7.8.2. A by-election will be triggered as set out in article 6.5.
- 7.9. Any executive committee member that vacates their role will be granted a certificate at the end of the year. It is expected that the member is honest about their contribution and the situation of their vacating when discussing in future and in any portfolios.

## **8. General meetings**

- 8.1. There shall be an Annual General Meeting (AGM) once per annum, or adjusted to several days while online elections occur. Its purpose shall be to inform the membership body of the activities of the executive committee. This shall be during teaching block 2.
  - 8.1.1. Notice of such meetings must be sent to the Society's membership via email, advertisement on website and social media streams; with at least 14 days' notice. An agenda must be sent out with at least 7 days' notice.

- 8.2. An Extraordinary General Meeting (EGM) may be called by either an executive committee vote or by 5% of the membership of the Society by writing to the executive committee (c/o the President or Secretary).
  - 8.2.1. An EGM shall be promoted to the Society's membership at least 7 days' in advance with: an email to all members, advertisement on [www.galenicals.org.uk](http://www.galenicals.org.uk), promotion using all social media streams. An agenda shall be sent out with at least 48 hours' notice.
  - 8.2.2. Quorum of an EGM shall be set at 5% of the Society membership. Majority voting by a quorate EGM shall have executive decision-making powers which cannot be vetoed.
  - 8.2.3. The chairperson of an EGM requires the approval of the Student Services Team in advance of the meeting.

## **9. Financial**

- 9.1. The Treasurer of the Society shall be a full member of the Union and not in their final year at the University. However, if given approval by the Union, a final year student may take the position.
- 9.2. All financial arrangements must be made in accordance with current instructions to Society Treasurers, as laid out by the Union.
- 9.3. The Bristol SU Union Affairs Officer, Sport and Student Development Officer and Director of Finance shall jointly be empowered to issue financial instructions on behalf of the Society if:
  - 9.3.1. the affiliated student group ceases to be affiliated
  - 9.3.2. there are concerns that the funds are being managed in breach of the provision set out in the Byelaws
  - 9.3.3. the group ceases to exist or there are breaches of any minimum standards set out in Union policy

## **10. Affiliations**

- 10.1. The Society shall affiliate to external bodies only where membership of those bodies is essential to the fulfilment of the core aims, and only with the prior agreement of the Union.

## **11. Representation**

### **12. We aim to represent the interests and views of our diverse student body to:**

- 12.1.1. The University of Bristol Students Union (Bristol SU).
- 12.1.2. Bristol Medical School through SSLC, UQT, AMG, PMC and Annual Programme Review committees.
- 12.1.3. The Faculty of Health Sciences and the University of Bristol through the Undergraduate Faculty Representative (member of Senate) and FSSLC.
- 12.1.4. The BMA through the local BMA Representatives.
- 12.1.5. Nationally to the Foundation Programme and General Medical Council.

### **12.2. We do this by:**

- 12.2.1. Liaising with the Course Reps, Welfare Reps and Events Reps that are present in all year groups.
- 12.2.2. Conducting student surveys. Executive Committee should collect anonymous feedback (with an option for the responder disclose their identity) on their tenures and respond to this appropriately through discussion at AGM, publishing of results and creating actions of feedback\*.

\*No student identifiers

- 12.2.3. Promoting discussion on key issues.
- 12.2.4. Organising and attending Student Staff Liaison Committees (SSLC).
- 12.2.5. Encouraging students to contact us with views and opinions as well as by actively seeking views and listening to our members.
- 12.2.6. Escalating issues as appropriate to Bristol Medical School, the Faculty of Health Sciences, the University of Bristol or other appropriate bodies.
- 12.2.7. Hosting careers evenings, revision sessions and general information talks for medical students.

## **13. Welfare**

13.1. We aim to support our student body through (this list is not exhaustive):

13.1.1. Our dedicated welfare representatives on the committee that meet as a Welfare Sub-committee as set out in article 5.16.

13.1.2. Medic Parents.

13.1.3. Support peer-to-peer teaching schemes to help students who are finding the course demanding.

13.1.4. Meeting each month with Bristol Medical School at AMG, PMC, APR and SSLC to raise welfare issues.

13.1.5. Meeting regularly with the Director of Student Affairs and Faculty Student Advisor to identify welfare issues.

13.1.6. Meeting with the Head of the Medical School and the Dean of the Faculty to ensure serious matters are directed appropriately.

13.1.7. Listening to medical students and acting on their concerns/issues.

13.2. The EDI Officer shall be the assigned Equalities and Access Officer as required by Bristol SU. They shall represent the welfare of our diverse membership.

13.3. The Society shall be committed in all activities to prioritise equality, diversity and inclusivity of minority groups.

## **14. Social**

14.1. We aim to foster a friendly, pro-active, inclusive and strong student community by providing a busy and active social calendar. Annual traditions include:

14.1.1. Medic Freshers' Fair

14.1.2. The Great Medic Bake Off and Freshers' Tea Party

14.1.3. Performing Arts shows: Christmas Concert, Music performances, Medic Play, Pre-Clinical and Clinical Revues

14.1.4. CLICendales

- 14.1.5. Balls (Spring & Graduation Ball)
  - 14.1.6. Christmas Party
  - 14.1.7. Sports Team Varsity, Tour, socials and Awards Ball
  - 14.1.8. Medics Charity Bar Crawl
  - 14.1.9. Medic Parents night
  - 14.1.10. Multiculturalism Events.
- 14.2. Any event associated with an external “Events company” that is promoted, organised, planned or paid for by the Society shall require an executive committee vote for which all reasonable “conflicts of interest” must be made known.
- 14.2.1. Failure to comply with this article will result in an automatic vote of no confidence in any executive committee member(s) and/or representative(s) who promoted, organised, planned or used the Society’s funds to pay for the event.
- 14.3. All social activities shall be accessible and inclusive to the best of their ability.
- 14.3.1. Additional consideration shall be given to events where alcohol is served to ensure that they remain inclusive to all. Required additional adjustments may include but are not limited to prohibiting the serving of alcohol until after a certain time or having separated alcohol and non-alcohol tables at seated events.
  - 14.3.2. Where the nature of the event does not allow for such adjustments, an equal balance between drinking and non-drinking events shall be sought, and shall ideally be run in parallel (i.e. within a maximum time frame of 2 weeks), for example: a bar crawl could have a coffee and cake crawl.
  - 14.3.3. The Galenicals calendar of events, annual Events Director budget breakdown and individual events budgets shall be available to the Welfare and Equalities sub-committee for scrutiny.
  - 14.3.4. Advice shall be sought from the Equalities Director for all Executive Committee Events. They shall refer to Welfare and Equalities sub-committee if they feel this is required.

- 14.3.5. It shall be clear in the promotional materials of all Galenicals Executive Committee events where alcohol will not be served to make this clear for the members.
- 14.3.6. The accessibility considerations for all forms of disability shall be clear in the promotional materials of all Galenicals Executive Committee events.

## **15. Oversight of sub-societies**

15.1. We aim to help affiliated sub-societies provide for the needs of our members by:

- 15.1.1. Promoting sub-societies: including their announcements in our weekly newsletter, providing them with Medic Freshers' Fair stalls and including their adverts in the *Galenicals Freshers' Welcome Booklet* (sent to all first years).
- 15.1.2. Providing financial assistance in the form of Grants. Sub-societies can apply through the Treasurer by completing a *Galenicals Grant Application Form*.
- 15.1.3. Providing the option for sub-societies to bank their funds within separate Galenicals sub-accounts (held within Bristol SU). The Treasurer shall manage these accounts and maintain the balance sheet.
- 15.1.4. Ensuring every sub-society has representation under at least one portfolio of the executive committee.
- 15.1.5. Giving advice and guidance on logistical operations of running sub-societies and organising and facilitating training of sub-society committees.
- 15.1.6. Organising and facilitating collaborative events between multiple sub-societies and/ or with Galenicals.
- 15.1.7. Extending the benefits of the Union affiliation awarded to the Society, by applying for collective grants on the behalf of sub-societies, allowing sub-societies to book Union and University facilities under the Society's name, providing Bristol SU sports insurance cover to sports teams and keeping sub-societies updated with important Union announcements.

15.2. In order to affiliate with the Society, sub-societies must:

- 15.2.1. Have a membership list of at least 10 students with Galenicals membership interested in participating. This must include their name, student number, email address and their signature.



- 15.2.2. They must fill out a *Galenicals Affiliation for Societies* form and include their aims and committee positions which must include a sub-society Presidents, Treasurer, Secretary and Welfare and Equalities Officer.
  - 15.2.3. The sub-society must be unique in purpose, aims and planned delivery when compared to any existing affiliated sub-society of the Society.
  - 15.2.4. The sub-society must represent the values of the Society and its members and should positively address their needs.
  - 15.2.5. The sub-society must be sustainable and should be expected to survive at least 3 years from the date of affiliation.
  - 15.2.6. The uniqueness of a sub-society when compared to other affiliated sub-societies will be decided by the executive committee, before they vote to affiliate the proposed sub-society.
  - 15.2.7. Thus, two votes at a quorate executive committee shall take place at specific points of the year (August meeting before Medics Fresh and December/January Meeting for refreshers as per SU).
  - 15.2.8. A society must receive a majority vote in both votes in order to be formally affiliated with Galenicals.
  - 15.2.9. The affiliation process will be overseen by the Secretary and Associated Society Liaison Officer.
- 15.3. The criteria that sub-societies must fulfil in order to remain affiliated to Galenicals (“reaffiliation”)
- 15.3.1. All affiliated sub-societies shall produce an annual report by a date set by the executive committee (at the latest the 31<sup>st</sup> July) detailing what they have accomplished in the year prior.
  - 15.3.2. They shall state whether the society is continuing and whether they require a stall at the annual Medics Freshers’ Fair and a section in the *Galenicals Freshers’ Welcome Booklet*.
  - 15.3.3. They shall democratically elect a committee for the following year, including at least (but not limited to) the roles of Presidents, Treasurer, Secretary and EDI (equality, diversity and inclusivity) Officer. All members of the sub-society shall be given a clear chance to nominate themselves for the roles. All votes shall include a re-open nominations (RON) candidate.

- 15.3.4. They shall list the names and email contacts of the Presidents, Treasurer, Secretary and EDI Officer for the following year.
- 15.3.5. They shall lay out a financial plan for the following year.
- 15.3.6. They shall lay out a plan of events with at least 2 events for the following year. This plan shall include an estimate of number of attendees across the year.
- 15.4. Failure from a sub-society to deliver the criteria detailed in article **Error! Reference source not found.** will result in the termination of that sub-societies' affiliation with Galenicals.
- 15.5. All sub-societies are expected to respond to communication from the central Galenicals committee within 3 working days.
- 15.6. A vote of no confidence can be called by any member of a sub-society in one of their committee members.
  - 15.6.1. The situation shall first be mediated by a member of the Galenicals executive committee to attempt to resolve the situation.
  - 15.6.2. Failing resolution, the vote of no confidence shall be carried within 28 days of the mediated meeting.
  - 15.6.3. The vote shall be open to all members of the sub-society and shall be carried out using a secret ballot, managed by the Galenicals executive committee. They should use best judgement and guidance from Paragraph 7 to inform this vote.
  - 15.6.4. If the Society declares a lack of confidence in an executive committee member, the member will vacate the position immediately. The duties of the role will be allocated to other executive committee member(s) in the interim. A by-election will be triggered.

## **16. Acting in lieu of the President**

- 16.1. Should the President become unable to undertake their duties as defined in this Constitution, the President's role description, the President's handover and any other duties; the Vice-Presidents, either agreed between them or chosen at random if no agreement can be reached, will take over these duties.

16.2. Article 15.1 shall also apply if the President is implicated in the scenario and could not make a decision without conflicting interest.

## **17. Constitutional amendments**

17.1. Any amendment to this constitution shall require a majority vote at an AGM or EGM with quorum at least two-thirds of those society members attending (if remainder then add to quoracy to ensure at least two-thirds).

17.1.1. All proposed amendments must be clearly highlighted and communicated to the executive committee with the agenda, 48 hours in advance of the executive committee meeting.

17.2. All such amendments shall become valid only after approval by the Union.

17.2.1. It is the President's responsibility to send any amendments to the Union.

17.3. Upon approval by the executive committee, amendments shall be logged in Paragraph 17 (Amendment Log) by the proposer of the amendment.

## 18. Amendment Log

<b>Date of amendment:</b>	<b>Details:</b>	<b>Amended by:</b>
03/05/2020	Overhaul rewriting of constitution. No previous log existing.	Jack McAlinden
31/05/2020	Additions of multiple paragraphs in line with Bristol SU recommendations, and multiple amendments.	Jack McAlinden
03/07/2020	Amendments to promote equality, diversity and inclusivity, removal of gendered sports director roles.	Jack McAlinden
30/08/2020	Amendments to define membership types, additions to Welfare and Equalities committee make-up, enshrining Welfare and Equalities sub-society membership.	Jack McAlinden
07/02/2021	Amendments to further promote equality, diversity and inclusivity in events run by the Galenicals Executive Committee, with a focus on events where alcohol is served, and promoting the accessibility considerations of events to members.	Sheena Parmar, Shay Wahid, Jack McAlinden
07/02/2021	Grammatical and terminology corrections and small amendments throughout to finalise before end of committee.	Jack McAlinden
07/02/2021	Committee restructuring	Jack McAlinden
22/06/2022	Committee restructuring; adjustment as per SU guidelines	Elizaveta Bayramova
14/05/23	Introduction of 3 Academic representatives including a Pre-Clinical Rep, Clinical Rep and Intercalator Rep	Matilda Gardener
14/05/23	The group size of the Events team and the eligibility criteria for application	Matilda Gardener
25/03/2024	Committee restructuring; amendments following AGM, please see 2023/2024 AGM minutes for details of amendments.	Conor Gibb

01/04/2024	Updating of committee nomination requirements 6.4; Removal of 14.1.10 as per AGM; Updating of 5.9 to 21 committee roles; Moving addition of 15.2.4 to 5.12.4 (addition to the wrong section of constitution)	Conor Gibb
16/03/2025	Updating of committee roles 5.9; Updating of committee nomination requirements 6.4 Changing wording of committee roles throughout Constitution	Joe Phillips