

The Constitution of *The Lydian Society*

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Section One - Name and Objectives

1. Name of Society

The name of the Society was established and shall be *The Lydian Society*. From here on it will be referred to as *The Society*.

2. Objectives of the Society

The Society shall:

1. **Facilitate Industry Insight:** The Society endeavours to provide students with comprehensive insights into various sectors of the finance industry, including but not limited to investment banking, trading, ESG management, and consulting. Through frequent events featuring professionals and experts from esteemed organisations, we aim to equip students with firsthand knowledge, application strategies, and essential skill sets vital for their professional development.
2. **Foster Alumni Engagement:** We aim to foster a strong network between current students and alumni through interactive panel discussions and networking events. By providing a platform for alumni to share their experiences, advice, and career trajectories, we empower students to navigate their academic and professional journeys effectively.
3. **Build Community and Connections:** The Society strives to cultivate a vibrant and inclusive community among students interested in finance and economics. Through diverse events ranging from networking sessions and movie nights to bar outings across London, we aim to facilitate meaningful connections, community, and a sense of belonging among our members.
4. **Promote Collaboration and Partnership:** We are committed to expanding our reach and impact by collaborating with other reputable institutions, including think tanks and finance societies from other London universities. By forging strategic partnerships, we aim to leverage collective resources, expertise, and opportunities to enhance the learning experience and networking opportunities for our members.
5. **Bridge Northeastern Communities:** Based in London but under the umbrella of Northeastern University Boston, we endeavour to bridge the gap between students from different cultural backgrounds. By offering insights into UK corporate life and facilitating cross-campus exchanges, we aim to enrich the educational experience and cultural understanding of all student groups.
6. Uphold and respect this Constitution and the Student Union Constitution.
 - a. The Student Union Constitution is the highest authority and this Constitution may under no circumstances contravene the Student Union Constitution.

3. Obligations of The Society

To ensure that the society has proper representation and accountability towards the SU, there is a **requirement that the Permanent Executive Committee (ExCo)** roles be filled at all times. Failure to do so may lead to the closure of The Society.

The Society **must** include an **ExCo** comprising:

- A **President**;
- A **Vice President**¹;
- A **Treasurer**.

The society **may** include additional ExCo members. Suggested officers include:

- A **Media and Communications Officer**;
- An **Events Coordinator**;
- A **Partnerships Coordinator**;
- An **Editor in Chief of the Lydian Times**.
- A **Trading and Investment Officer**

Section Two - Membership

4. Scope of Membership

Membership is free and open to any and all current students of Northeastern University London.

5. Termination of Membership

The Executive Committee may terminate a membership for reasons of conduct deemed damaging to the reputation of the Society on a three-quarters vote at any Executive Committee meeting.

- a. The quorum must include the **full** Executive Committee;
- b. Notice is given for such a meeting at least **7 days** in advance;
- c. The member concerned is given due notice **and** is given the opportunity to justify their conduct at said meeting;
- d. The member concerned may appeal (see Section 6)

Section Three - The Officers and Committee

6. Officers' Powers and Duties

1. The three permanent (mandatory) positions of The Society shall be the **President, Vice President, and Treasurer**. Non-permanent (suggested) officers include Media and Communications officer, Events Coordinator, Partnerships Coordinator, Editor in Chief of the Lydian Times, Trading and Investment Officer.

- a. The officers shall be elected annually;
- b. Together, they comprise the Executive Committee;

2. The roles of the Permanent Officers shall be as follows:

- a. The **President** manages the ExCo's performance, holds overall accountability for The Society's work to the SU, is in regular communication with the SU and University to maintain good relations. They should be jointly responsible for managing all union documents, email, constitution and other assets.
 - i. shall be responsible for taking over from any ExCo should they become unable to perform their duties.
- b. The **Vice President** shall be responsible for the organisation of ExCo meetings, writing minutes during meetings, setting calendar invites to all ExCo, managing The Society's email account and

¹ The Vice President will take on the role, duties, and responsibilities of Secretary.

delegating where necessary. They should be jointly responsible for managing all union documents, email, constitution and other assets.

- i. shall be responsible for taking over from the President should they become unable to perform their duties.
- c. The **Treasurer** shall be responsible for applying to the Society Budget Committee (composed of the SU President, Vice-President and Communities Officer) for Society funding. This includes, but is not limited to:
 - i. The Treasurer shall have sole responsibility for the financial affairs of the Society by keeping accurate records of all expenditure and income.
 - ii. All records and documents shall be handed over to the Treasurer-elect at the end of the term in office.
 - iii. All applications for funding must be submitted to the Society Budget Committee via the relevant form.
 - iv. All records and documents shall be made available to the Student Union Communities Officer upon request.

3. The roles of the Non-Permanent Officers are set at the discretion of the permanent officers through debate. They **may** be instructed by the following guidelines:

- a. The Media and Communications Officer shall be responsible for the creation, circulation and promotion of the society's online presence. This includes creating graphics in various formats: Instagram posts and stories, LinkedIn events, the SU weekly newsletter, WhatsApp Group, Linktree, and the website.
 - i. Media should not bring disrepute to the society;
 - ii. Responsible for adhering to a pre-agreed media timeline, found in onboarding guidelines.
 - v. Shall endeavour to think creatively to expand the reach of The Society's media to as many students as possible.
- d. The Events Coordinator.
- e. The The Partnerships Coordinator.
- f. The Editor in Chief of the Lydian Times,
- g. The Trading and Investment Officer.
- h. The Women in Finance Coordinator.
 - i. The Women in Finance Coordinator shall be responsible for the organisation of the Women in Finance Mentorship program as well as any events related to the Women in Finance department.
 - ii. Responsible for fostering communication with mentors and mentees.
 - iii. Encourage a supportive environment for young women with an interested in finance, enabling them to learn more about the industry and evolve their skills.
- i. **Other Non-permanent officers may be hired if determined necessary by the Permanent Members of the Executive Committee.**

4. All decisions of the Executive Committee require unanimous agreement between the permanent members.

- a. In the case of dissension of at least 3 non-permanent officers, minutes should reflect the approval and the divided nature of the vote.

7. Handing Over

The **outgoing** permanent ExCo shall hand over to the **incoming** ExCo at the end of their term.

- 1. They **must** hand over all active administrative documents such as the constitution, 12 months of ExCo minutes, and upcoming risk assessments, media and events details.

2. The incoming ExCo **must** receive all login details for the website, Linktree, Canva, and LinkedIn page in a timely manner. If the outgoing ExCo fails in this duty, the incoming ExCo may approach the SU for arbitration.
3. They **shall endeavour** to hand over as many of the society's digital assets as possible, including, but not limited to, past media and logo designs.

Section Four - Elections

8. Elected Positions

1. The Permanent ExCo positions of **President**, **Vice President** and **Treasurer** are to be elected by members of the Society through a voting process that must be advertised to all current members at least a week before it is to be held. The voting process must involve an online ballot system communicated **at least** via members' institutional email accounts, but reminders may be posted on relevant social media accounts. The Communities Officer **must** be informed of any election due to take place.
2. The Non-Permanent ExCo positions will be advertised in the same manner as 8.1, however applications will be accepted in the following manner:
 - a. ExCo meeting between all current ExCo officers;
 - b. Quorum requires all permanent officers present;
 - c. Selection of Non-Permanent officer by simple majority;
 - d. Veto power held by all permanent officers.
3. The alternation of Permanent ExCo positions requires constitutional amendment - with reference to section 7.
4. The creation and/or modification of Non-Permanent positions may be agreed upon by unanimous vote by permanent ExCo Officers. At their discretion, such changes may be reflected in the constitution and **must** be reflected in ExCo meeting notes.

9. Candidates

Candidates must be full-time undergraduate or postgraduate students at Northeastern University London with at least 6 months of study remaining.

10. Returning Officer

1. The outgoing President shall be the **Returning Officer**. Where this is not possible, the **Vice-President** shall take over this role. Where this is not possible, the **Treasurer** shall take over this role.
2. The Returning Officer shall arrange for elections to take place.
3. The Returning Officer **must** inform the Communities Officer of any election.
4. The Returning Officer is unable to vote nor become a candidate
 - a. If all permanent officers are candidates, the ExCo will require the SU Communities Officer to arrange the election.
 - i. The Communities Officer has no authority to deviate from the constraints set out in this Constitution. Moreover, they must use the election material - candidacy form and voting form - provided to them by the ExCo.
 - ii. The Communities Officer will receive the voting form created by the ExCo at least 72 hours before voting opens, the Communities Officer shall have sole viewership of voting.
 - iii. Once votes have been announced, the Communities Officer will hand back all election material to the newly elected Permanent Officers.

11. Elections

1. The Returning Officer must ensure that all candidates and the Societies Officer(s) are informed via institutional email, as to how, when and where voting takes place. This must happen **at least a week** in advance of the election.
2. Voting must remain open for a **minimum** of **24 hours** and for a **maximum** of **one week** and may only be opened once all candidate manifestos have been communicated on regular channels. This must include at least one of Instagram and Whatsapp.
3. Votes will be counted and announced no later than 30 minutes after voting closes. The announcement **must** include all candidates and voting statistics.

12. Candidacy Requirements

1. Any and all members of the Society can apply for candidacy;
2. A candidate may only run for one position on the Executive Committee;
3. Each candidate running for a position on the Executive Committee **must** submit a written manifesto.. This will then be shared with all Society members.
 - a. Manifesto criteria may be determined by the returning officer within the following limits:
At least 200 words, no longer than 600 words.

13. Hustings

Hustings are only necessary if more than one candidate is running for a position.

1. Hustings shall take place within Northeastern University London by the Returning Officer. Where this is not possible, they will be held in an online format, for example, via Zoom.
2. Hustings shall be advertised at least five days before their commencement.
3. Allow each candidate to speak at least five minutes if they wish.
4. Allow the audience to ask at least **five questions** per candidate.
5. The returning officer shall endeavour to allow each candidate an equal opportunity to speak, and will decide the Hustings' length and time.

14. Electoral Offences

It shall be considered an electoral offence for any candidate to:

1. Intimidate, threaten or express desire to harm any other candidate;
2. Interfere with the publicity produced by another candidate (tear down posters, respond aggressively to online posts, spread rumours, et cetera);
3. Gather votes in exchange for favours, monetary or otherwise;
4. Conduct or perpetuate any action deemed contrary to the fair, dignified, and equal procedure required by the Returning Officer in such an election.

Should the Returning Officer consider that any candidate has committed an electoral offence, they must decide the consequence, which may include:

5. Removing the students' candidacy from the election;
6. Banning the candidate from the Society
 - a. Ban may only be lifted by unanimous Permanent ExCo vote every 3 months, upon request by the offending student;
 - b. Two upholdings of the ban will strip the student of the right to request review for 12 months.
7. Reporting the candidate to the Communities Officer.

If powers *4.14.6.a* or *4.14.6.b* are invoked, the candidate may request a hearing to make their case in the presence of the **Returning Officer** and **SU Societies Officer**.

15. Voting

1. Only students who are currently registered as students of Northeastern University London may vote in Society elections.
2. Of those students, only those who are members of the Society may vote.
3. The Returning Officer must be satisfied that only eligible voters may cast a vote.
 - a. The returning officer may void votes by students they deem to fail tests *4.15.1* and/or *4.15.2*.
 - i. This action must be communicated to the SU Communities Officer before the end of the voting period.
 1. A list of voided votes with corresponding voters' names must be made available to them upon request.
 - ii. This action must be announced to the new ExCo and to the Society membership no later than 24 hours after the vote closes.

Section Five - Discipline

16. Impeachment of Executive Committee Members

1. If a Permanent Officer is considered to be failing in their duties, a vote of impeachment may be proposed by either of the other Permanent Officers, or petitioned by over 66% of society members.
2. Examination of the conduct of the member shall take place at a joint meeting between all Permanent ExCo and the SU Communities Officer, and the accused must be given the opportunity to answer any charges of misconduct or negligence brought against them.
3. The vote of impeachment shall be a secret ballot undertaken by those in the meeting after the accused officer has been asked to leave.

Section Six - Appeals

17. Requirements for an Appeal

1. For the purpose of removal of a Society member, impeachment and other forms of discipline or non-electoral offences already dealt with in *14*, members may appeal to the Communities Officer.
2. In an appeal process, the decision that was made is the status quo, and the burden of proof is on the challenger of that verdict.
3. An appeal shall be heard within one week of the ExCo vote.
4. The Communities Officer shall chair a panel of three persons, chosen at their discretion, to hear the appeal.
 - a. ExCo must be informed of the names of the panel selected by the Communities Officer.
5. Any decision made by the Communities Officer and their panel is final and cannot be appealed again.

Section Seven - Changing the Constitution

18. Manner of Alteration

1. Changes may be proposed by any Permanent or Non-Permanent ExCo Officers. They shall be submitted to all Officers within 1 week's notice of a scheduled ExCo meeting. There shall be the opportunity for the proposing officer to make their case, and sufficient time for each officer to have their say before voting.
 - a. Votes shall pass by simple majority;
 - b. Permanent Officers hold veto power.
2. Any and all proposed changes to this Constitution **must** be approved by both the SU Communities Officer and SU Vice-President. Any Constitution **must** abide by the Student Union Constitution.
3. Proposed changes to this Constitution may be submitted to the Communities Officer under these circumstances:
 - a. If approved by a unanimous vote of the Permanent Officers.

Section Eight - Meetings, Activities and Events

19. ExCo Meetings

1. ExCo meetings may be held in any manner the permanent members decide, whether online, in-person or otherwise.
2. All votes of The Society ExCo require a quorum of **all Permanent Officers** unless otherwise stated explicitly in this constitution.
3. Minutes of the meeting must be kept by the **Vice-President** and made available to both the Communities Officer and the Society members upon request.
 - a. Where confidential information is discussed with implications for specific safeguarding cases or at the request of an external partner, minutes may be redacted and reason-sighted.

20. Events

1. Events are to be classified as university-wide events or membership only.
2. The events of The Society must not deviate from Objective 1.2.
3. Events can be held within or outside of the University at any time of the academic year unless said event violates any NU London policies or the Student Union deems it unsuitable.
 - a. If so, the relevant authority must communicate the reason cited to the ExCo upon request.
4. The Society **Treasurer** may apply for funding for Events via the relevant forms, by contacting the Communities Officer or SU Vice-President or following the latest SU guidance.

Section Nine - Roles and Rights of the SU

21. Rights of Communities Officer

1. The elected Student Union Communities Officer reserves the following rights. These rights are subject to the Student Union Constitution and Constitutional Amendments:
 - a. To disband any Society for failure to comply with the Discrimination and Equality Act;
 - b. To retain access to any and all records, minutes and funding requests;
 - c. To reject or approve funding requests (on behalf of the Student Budget Committee);
 - d. To disband Societies deemed to be inactive;

- e. To trigger a joint meeting between the society ExCo and the Communities Officer to discuss any arising issues;
- f. To be given any available evidence against or about the behaviour of the accused in accordance with the law and the SU Constitution;
- g. To mediate the situation and apply their own solutions in accordance with the SU Constitution, which may include:
 - i. Disbandment of the Society;
 - ii. Removal of Committee members;
 - iii. Removal of membership;
 - iv. Triggering and oversight of re-elections for the Executive Committee.