

# Constitution and Rules of the Association

March 2021

# THE ASSOCIATION OF SURGEONS IN TRAINING

(Founded 1976)

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## Objects Constitution and Rules

### **1. Title**

The charitable organisation shall be called The Association of Surgeons in Training or ASiT.

### **2. Objects**

To promote and encourage for the benefit of the public the study of, and research into, the practice of surgery and the training of surgeons and to disseminate knowledge and hold discussions on the results of such study and research.

**3. Powers in furtherance but not otherwise of these objects** (a) To provide a forum for the advancement of knowledge in all respects of the study of surgery and the training of surgeons.

(b) To promote collaboration and the dissemination of information among members and all others working in surgery or concerned in the scientific investigations relevant to

surgery by holding lectures, meetings and discussions, by producing publications, and by such other means as the Council or its Executive Committee may from time to time decide.

- (c) To effect liaison and collaboration with other surgical societies or organisations concerned with the study of surgical disease and techniques.

#### **4. Constitution and Rules**

The Association shall consist of the following members:

- (a) Honorary Members may be elected by the Council from persons nominated by the Executive Committee for their distinguished service to the practice of surgery or training of surgeons. Such honorary members shall not pay subscriptions, nor shall they be entitled to vote on any business of the Association. They may receive without payment the publications of the Association and attend its scientific meetings.
- (b) Ordinary Members may be elected by the Council on the nomination of the Executive Committee from persons who have made an application to the Associate Honorary Secretary. Suitable candidates shall have a medical degree, or be enrolled in a medical school authorised to award a medical degree, and an interest in participating in a higher surgical training programme in a recognised surgical specialty. Such members shall receive without payment the publications of the Association and shall be entitled to attend scientific, general and annual general meetings of the Association and vote in connection with any business of the Association. Ordinary membership shall lapse after the expiration of two years from the date of their appointment to a substantive post as consultant.
- (c) Temporary Members may be elected from among persons not otherwise eligible for

ordinary membership with such rights and privileges, (other than the right to hold office and to vote) as the Council or the Executive Committee shall from time to time determine. Such temporary members shall be elected in like manner as ordinary members.

## 5. Officers

The following officers shall be appointed to the Association together with such other Officers as the Council or the Executive Committee shall from time to time determine:

- (a) A **President** shall be elected annually by the ordinary members at the annual general meeting on the nomination of the Council, to hold office for a term of one year. All Presidential candidates must be supported by a quorum of Directors. An outgoing President shall not be eligible for re-election if there is a suitable candidate for the role. If no suitable Council member stands for Presidential election, the current President should continue in post. If this can be achieved within six months the new President should fulfil a term of less than one year and standard election should take place at the next formal election timepoint. If a new President is elected more than six months later, the term should include the full next year's term in addition to the remainder of the existing year's term. Any Presidential candidate must carry the support of the current President and a quorum of Directors.
  
- (b) Up to two **Vice Presidents** shall be elected by the ordinary members at the annual general meeting on the nomination of the Council to hold office for two years.

- (c) An **Honorary Secretary** shall and, where the Council determines appropriate, an (d) **Associate Honorary Secretary** may, be elected by the ordinary members at an annual general meeting on the nomination of the Council to hold office for two years.
- (e) An **Honorary Treasurer** shall be elected by the ordinary members at an annual general meeting on the nomination of the Council to hold office for two years.
- (f) A **Director of Education** shall be elected by the ordinary members at an annual general meeting on the nomination of the Council to hold office for two years.
- (g) A **Communications Officer** shall be elected by the ordinary members at the annual general meeting on the nomination of the Council to hold office for two years.
- (h) A **Social Media Officer** shall be elected by the ordinary members at the annual general meeting on the nomination of the Council to hold office for two years.
- (i) A **Webmaster** shall be elected by the ordinary members at the annual general meeting on the nomination of the Council to hold office for two years.
- (j) A **Yearbook & App Officer** may be elected by the ordinary members at the annual general meeting on the nomination of the Council to hold office for two years.
- (k) A **Conference Coordinator** may be elected by the ordinary members at the annual general meeting on the nomination of the Council to hold office for two years, should

this be deemed appropriate by the outgoing president.

## **6. The Council and its Executive Committee**

### **(a) The Council**

The business of the Association shall be conducted by the Council, which shall have such powers as are necessary to carry out any measure required to further the objects for the wellbeing of the Association. Subject to any regulations approved by a majority of the ordinary members at an annual general meeting, the Council shall consist of a representative or representatives as determined by Council or the Executive Committee from each of the following regions of England and Scotland: Eastern, East Midlands, West Midlands, London - Kent Sussex & Surrey, London - North East Thames, London - North West Thames, London - South East Thames, London - South West Thames, Mersey, Northern, North West, Northern Ireland, Republic of Ireland, Oxford, Peninsula, Severn, Wales, Wessex, and Yorkshire, Scotland - East, Scotland - North, Scotland - South East, and Scotland – West together with representatives from each of the recognised surgical trainee specialty groups, a representative of the armed forces, a representative for Academic Training Programme, a medical student representative, a foundation programme representative, a core surgical training representative, a IST representative, an innovation representative, a equality and diversity officer, a mentorship lead +/- Deputy Mentorship Lead and a representative of the National Research Collaborative group.

These representatives shall be members elected at the annual general meeting of the Association on the nomination of the Executive Committee to hold office for two years from first appointment with an interim review at 1 year. The Council shall have the power to appoint representatives temporarily to vacant posts until the next annual general meeting takes place. Where the appointment of an existing Council member to a vacant Council post offers financial benefit to the Association, without detriment to representation, the Executive Committee may make such an appointment, in place of the usual process. The Executive Committee may extend (by co-option) a demitting Council member's time on Council for up to 2 years in the exceptional circumstance that a suitable other Council member is not available to fill an ASiT seat on an external committee.

The Council shall have the power to determine the procedure at its meetings and the mode and frequency of convening the same.

**(b) The Executive Committee**

The Executive Committee of the Council shall be composed of the President, Immediate Past President, up to two Vice President(s), Honorary Secretary (+/- Associate Honorary Secretary), Honorary Treasurer, Communications Officer, Social Media Officer, Director of Education, Webmaster, Year Book and App Lead and Conference Co-ordinator. Additional ex-officio members shall be permitted at the discretion of the Incoming President. By default, presidents will serve the term of 1 year as past president and then step down. Any incoming President reserves the right to extend the past president tenure by a further 12 months resulting in a maximum of 2 past presidents as members of the voting executive at any one time and a maximum term of past president tenure of 2 years by default. If no suitable Council member stands for Presidential election in any year the current President may extend the Past President's role at the end of their 2-year tenure until a new president is elected under the 5(A) Ruling. The President may also request the presence of a past

president on the executive in an advisory non-voting capacity for their tenure beyond the 2-year maximum. The Council may elect another member to also serve on the Executive Committee.

Following the termination of office of elected members of the Executive Committee, members subsequently appointed shall hold office for the period commencing at the date of the annual general meeting for the year in which they were so appointed until the next annual general meeting.

The Executive Committee may nominate a member of the Association to fill a casual vacancy in the Council or the Executive Committee, and such member shall hold office only for the unexpired term of office of the member in whose place they are nominated but such member shall, if duly qualified, be eligible for re-appointment for an immediate further term.

At the determination of the Executive Committee, an individual member may be removed from the Executive Committee only in the event of unanimity within the remaining Executive Committee members and with the support of a quorum of Directors.

## **7. Subscriptions**

Members (other than Honorary Members and Temporary Members) shall pay an annual subscription of such a sum as determined by the Executive Committee, to be fixed at an annual general meeting of the Association. The subscription shall be paid to the Honorary Treasurer on joining the Association and subsequently on the anniversary of this date each year. Any member whose subscription lapses for more

than 12 months shall forfeit membership, at the discretion of the Executive Committee, but will be eligible for re-election.

## **8. Meetings of Members**

The Association shall hold an annual general meeting at which subjects on the agenda and the annual accounts shall be presented and discussed. The President shall be elected for the following year and, as and when necessary, up to two Vice President(s), Honorary Secretary (+/- Associate Honorary Secretary), Honorary Treasurer, Communications Officer, Social Media Officer, Director of Education, Webmaster, Year Book and App Lead and Conference Co-ordinator and the members of the Council shall be elected for their respective periods of office. Extraordinary general meetings may be convened by the President or the Council or the Executive Committee to deal with any special business of the Association at any time by giving 14 days prior written notice to members identifying the special business to be discussed. Members may vote by proxy by writing to the Associate Honorary Secretary prior to the date of the meeting.

## **9. Amendments to the Constitution**

No addition or amendment of this constitution shall be effective until approved by not less than two-thirds of the members present and voting at the annual general meeting or an extraordinary general meeting of the members called for the purpose by the Council or Executive Committee upon not less than 21 days' notice.

There shall not be such alteration, addition or amendment hereof that shall cause the Association to cease to be a charitable company in law or that shall authorise the application of any funds for any purpose which is not exclusively charitable.

## **10. Dissolution of the Association**

The Association may be dissolved by resolution by not less than three-quarters of the members present and voting at an extraordinary meeting called for the purpose by the Council or the Executive Committee on not less than 21 days' notice. Such resolution may give instructions for the disposal of any assets held by or on behalf of or in the name of the Association provided that if any property remains after satisfaction of all debts and liabilities such property shall not be paid or distributed among the members but shall be given or transferred to such other charitable associations or institutions having objects similar to the objects of the Association as the Council may approve or the Charity Commissioners or other authority having jurisdiction under the Charities Act 1960 determines.

## **II. Directors/Trustees**

The property investments and assets of the Association and any documents relating thereto may be held in the name of not less than three members of the Association selected by the Council to act as Directors/Trustees of the Association for such purpose. The Directors/Trustees shall normally include a Past President and Honorary Treasurer, and may include other individuals from the Executive Committee or Past Presidents. All Directors/Trustees should have held positions on the Executive Committee in the past.

Signed by Directors:



Rhiannon Harries 10<sup>th</sup> March 2021



Adam Williams 10<sup>th</sup> March 2021



Andrew Beamish 10<sup>th</sup> March 2021



Adam Peckham-Cooper 10<sup>th</sup> March 2021