

# Mathematics Undergraduate Representative Committee

Last updated Trinity Term 2024

## Name and Aims

1. The society is called the Mathematics Undergraduate Representative Committee (MURC). The society's aims are the support, development and improvement of undergraduate mathematicians and representing them at the meeting of the Joint Consultative Committee with Undergraduates (JCCU) on Friday Week 3 of every term. The property of the society shall be applied solely to those aims.

## The MURC Committee

2. The members of MURC shall be undergraduates of the University of Oxford reading Mathematics or Joint Mathematics degrees, as well as visiting students affiliated with the Mathematical Institute.
3. The Executive Committee shall comprise of:
  - a. **President** - responsible for:
    - i. chairing MURC meetings;
    - ii. liaising with the chair of JCCU and Academic Administration;
    - iii. the interpretation of the Constitution (as in paragraph 7 below);
    - iv. attending JCCU, Teaching Committee and Department Committee meetings.
  - b. **Secretary** - responsible for:
    - i. keeping MURC Members informed, including taking and circulating accurate minutes at MURC meetings;
    - ii. taking the President's place when they are unable to fulfil their duties;
    - iii. attending JCCU meetings.
4. The remainder of the Committee comprises of:
  - a. **Questionnaire Representative** - responsible for:
    - i. collecting student feedback ahead of JCCU meetings with the help of the year reps;
    - ii. attending JCCU meetings.
  - b. **Year Group Representatives** (four in total, one per year group)—responsible for:
    - i. communicating and representing the views of each year group;
    - ii. helping the questionnaire rep with collecting feedback ahead of JCCU meetings;
    - iii. attending JCCU meetings.
  - c. **IT Officer** - responsible for:
    - i. running the MURC website and updating it by posting agendas and minutes of meetings;
    - ii. maintaining an anonymous feedback form on the MURC website;
    - iii. attending JCCU meetings.
  - d. **Outreach Representative** - responsible for:
    - i. giving a speech to prospective students at open days;
    - ii. working with the Admissions Coordinator and Outreach Officer on outreach projects;
    - iii. attending JCCU meetings.
  - e. **Diversity and Inclusion Representative** - responsible for:
    - i. gathering feedback and raising awareness of D&I issues, promoting equality across every demographic of the undergraduate Mathematics and Joint Schools community;
    - ii. representing the views of female undergraduates and undergraduates from minority groups;
    - iii. attending JCCU and EDI Committee meetings.
  - f. **Maths and Computer Science Representative** - responsible for:
    - i. representing the views of Maths and Computer Science students;
    - ii. attending JCCU meetings.
  - g. **Maths and Statistics Representative** - responsible for:
    - i. representing the views of Maths and Statistics students;
    - ii. attending JCCU and Statistics Teaching Committee meetings.
  - h. **Maths and Philosophy Representative** - responsible for:
    - i. representing the views of Maths and Philosophy students;
    - ii. attending JCCU and JCMP meetings.
5. Any member of the MURC Committee may be removed at the discretion of unanimous agreement of the President and Secretary if recognised to be failing to complete their duties. The President or Secretary may be removed by a  $\frac{2}{3}$  majority vote from the rest of the MURC Committee.

## Interpretation

6. With a majority vote, the MURC Committee can make any and all amendments they see fit to the Constitution in the interest of achieving MURC's aims.
7. The MURC President shall be the sole interpreter of the Constitution. In the event of a dispute, that interpretation may be overruled by a two-thirds majority in a quorate meeting (as in paragraph 20 below).

## Elections

8. The elections for the new Committee will take place at the start of Michaelmas Term ahead of the JCCU meeting in week 3.
9. The election will be chaired by the old President, unless they are not present in which case it will be the old Secretary or a different member of the old Committee appointed by the old Executive Committee. If the chair wishes to stand for election, the chair will temporarily be passed to a different member of the old MURC Committee.
10. All elected members of the MURC Committee shall serve from the first meeting of Michaelmas Term to the last meeting of Trinity Term of the academic year.
11. Any member of MURC may nominate themselves for any position, subject to the following:
  - a. no member may hold more than two Committee positions, and no more than one for the positions of President or Secretary;
  - b. any candidate standing as representative for a joint school must be reading the relevant joint honours degree;
  - c. any candidate standing as representative for a year group must be in the corresponding year of their degree.
12. All candidates will have the opportunity to speak for an equal amount of time. Candidates will have the opportunity to be questioned. It is the duty of the chair to ensure that questioning is carried out fairly.
13. Voting shall be done by a show of hands by the members of MURC who are present at the election. The options available to those voting shall be to vote for any of the candidates, to re-open nominations, and to abstain. For any contested positions, the candidates running for these positions must leave the room while the vote is being done. Candidates in an election shall not vote in that election.
14. The result shall be determined by runoff voting, as follows:
  - a. If any candidate has a majority of all votes cast for candidates (excluding abstentions), then that candidate is elected.
  - b. Otherwise, the lowest-ranked candidate is eliminated, and the vote is re-held among the remaining options.
  - c. Steps (a) and (b) are repeated until one candidate has a majority.
  - d. For the purposes of the above, the option to re-open nominations is considered to be a candidate, whereas the option to abstain is not.
  - e. In the event of a tie for last place, or a tie in the final round of voting, the chair shall settle the tie. Otherwise the chair does not vote.
  - f. The results must be announced at the meeting by the chair.
15. If the option to re-open nominations is selected, re-elections shall be carried again the week after following the same procedure as above.
16. After the election, the old Executive Committee must promptly hand all official documents and records belonging to the MURC to the new Executive Committee, together with any other property MURC may have in their possession.
17. In the case of a resignation or removal, a replacement may be appointed with the unanimous agreement of the President and Secretary.

## MURC Meetings

18. There shall be at least one MURC Committee Meeting every term, ahead of the JCCU meeting on Friday week 3.
19. Meetings shall be chaired by the President, or by the Secretary if the President is not present. The chair is responsible for ensuring that:
  - a. the Meeting is in order at all times;
  - b. the remarks made are relevant to the matter under debate;
  - c. no defamatory remarks are made about another MURC Member.
20. There shall be a quorum of four MURC Members at any MURC meeting, including at least one member of the Executive Committee.
21. The Secretary shall make available to MURC Members the agenda and minutes of all MURC Meetings.
22. Any Member using abusive language, interrupting speakers, or shouting down speakers or the chair shall be removed from that Meeting, if they do not desist once warned. Further, once any Member has been evicted from one Meeting, they will only be allowed into another one under sufferance of good behaviour, and no further warnings will be given before a second eviction.