

## Rules and Objectives of the Senior Common Room

### Objectives of the Senior Common Room

The Senior Common Room (SCR) is a members' club which may be joined by any member of LSE's staff. Subscriptions are paid monthly by members and these subsidise the functions and facilities of the SCR which offer social and networking opportunities for staff to enhance the collegiality of the institution<sup>1</sup>.

#### 1 President

The Director of the School shall be *ex officio* President of the Senior Common Room.

#### 2 Membership

(a) The membership of the Senior Common Room shall consist of:

- Ordinary Members
- Former Members who shall be former members and those eligible to be members who leave the School other than those described in paragraph 4
- Temporary Members, and
- Honorary Members.

(b) Temporary Members, Former Members and Honorary Members shall have all privileges of ordinary membership except that of voting at meetings. Honorary members and, at the discretion of the Committee, persons who are Temporary Members for less than one complete term, shall be exempt from the payment of subscriptions.

#### 3 Ordinary Members

All members of the Staff of the School, including part-time staff, Research Staff appointed by the School and Research Scholars, are entitled to be Ordinary Members of the Senior Common Room:

#### 4 Honorary Members

The following shall be Honorary Members of the Senior Common Room:

- Lay members of the Court of Governors of the School who are not Ordinary Members;
- Ordinary Members of the Senior Common Room on their retirement;
- Honorary Graduates and Honorary Fellows of the School<sup>2</sup>.

#### 5 Temporary Members

All persons granted the status of Academic Visitor by the School may become Temporary Members of the Senior Common Room during the time they hold that status. Temporary membership, for a period not exceeding one year, may also be offered to other persons of distinction and visitors of suitable standing from other universities who have not been granted the status of Academic Visitor by the School.

Nominations for election shall be sent, with the names of a proposer, to the Secretary of the Senior Common Room for reference to the Committee. No person shall be eligible for election under this paragraph who is:

- eligible to be a member of the Senior Common Room in any other category;
- a registered student of the School.

#### 6 Admissions

All questions of admission to membership of the Senior Common Room shall be referred to the Committee. The interpretation of any clause governing membership of the Senior Common Room shall rest with the Committee. The Committee may refer any questions of admission to the Ordinary Members of the Senior Common Room. Any discussion of particular nominations for membership in any category shall be out of order at any General Meeting of the Senior Common Room.

#### 7 Guests

Members may bring guests into the Senior Common Room. Guests must be accompanied by a member. A member shall not repeatedly bring as a guest a person who is eligible to be a member. Guests must not normally include students of the School, except those who are otherwise academic staff of this or another university or similar institution.

The normal limit per member is four guests at a time. Because the subscriptions of members subsidise the cost of lunch in the Staff Dining Room any non-member using the Dining Room will be charged at the flat rate for a business lunch.

<sup>1</sup> Amended by AGM: paragraph added May 2014

<sup>2</sup> Amended by AGM 2014 to include Honorary Graduates

## 8 Subscriptions<sup>3</sup>

The monthly subscriptions for Ordinary Members described in paragraph 2 range from £1.50 to £6.75 according to salary. The salary ranges correlate with points on the School's salary scales and are adjusted in line with pay awards. Part-time staff pay the subscription appropriate to their pro-rated salary.

The current salary bands and monthly subscriptions can be found on LSE Human Resources website:

<http://www.lse.ac.uk/intranet/staff/humanResources/reviewingAndRewarding/staffBenefitsAndPay/seniorCommonRoom.aspx>

Members whose salaries are not paid directly by the School must send their subscriptions to the Treasurer of the Senior Common Room at the beginning of each session or make arrangements for them to be paid by standing order.

## 9 General Meetings

The Annual General Meeting of the Senior Common Room shall be held in the Lent Term of each session. It shall receive the annual report and accounts of the Committee, appoint Auditors of the accounts, hold the annual elections and transact such other business as it thinks fit. Those elected shall hold office for one year from the beginning of the following Michaelmas Term.

Other General Meetings may be convened at the discretion of the Committee or on receipt by the Chairman of a requisition signed by twelve Ordinary Members. At least seven days' notice, specifying the nature of the business to be transacted, shall be sent in writing to all Ordinary Members for any meeting convened under this paragraph

## 10 Committee

The management of the affairs and the funds of the Senior Common Room shall be in the hands of a committee elected for one year at the Annual General Meeting. It shall take office at the beginning of the following Michaelmas Term. The Committee shall include

- a Chairman, who shall normally be the retiring Vice-Chairman,
- Hon. Secretary,
- Hon. Treasurer,
- a representative of the Senior Common Room to serve on the Catering Services User Group,
- at least two<sup>4</sup> and normally about five<sup>5</sup> Committee members without office (the retiring Secretary shall continue on the Committee for one year as one of the Committee members without office),
- a representative of the retired members who shall be responsible for liaising with them.

The Committee shall have power to co-opt the last two Chairmen of the Senior Common Room who are still Ordinary Members of the Senior Common Room.

The Committee may fill any vacancy on the Committee (other than that of the Chairman) arising in the course of a session by co-option from the Ordinary Members of the Senior Common Room. In the absence of the Chairman in the course of a session, the last Chairman of the Senior Common Room who is still an Ordinary Member shall act as Vice-Chairman.

## 11 Minutes

The Secretary shall arrange for accurate minutes to be kept of all business transacted at any General Meeting of Members and at any meeting of the Committee.

## 12 Amendments and Alterations to the Rules

Changes may be made in the *Rules of the Senior Common Room* by a vote of a General Meeting, provided that two weeks' notice of the proposed changes has been given in writing to all Ordinary Members and that such proposals receive a two-thirds majority of the Ordinary Members present.

## 13 Suspension

Any member may be suspended from membership by a resolution carried at a General Meeting summoned in accordance with these rules.

<sup>3</sup> Amended by the AGM 2014 to remove the table of subscriptions and redirect readers to the LSE HR Website for current information.

<sup>4</sup> Amended at the AGM 2009: addition of "at least two"

<sup>5</sup> Amended by the AGM 2013: addition of "and normally about five"