



Section A General

1. This constitution applies to the CUSU Women's Campaign.
2. The Women's Campaign is an autonomous section of the Cambridge University Students' Union (CUSU)
3. The Women's Campaign is independent of any religious body, or party political organisation.
4. This constitution is intended to be a loose document, and not to restrict future activities of the Women's Campaign, save for in fulfilling its central aims and responsibilities.

Section B Membership & Rights

1. The Women's Campaign is an association of all student (both undergraduate and graduate) members of the University of Cambridge who self-define as women, including (if they wish) those with gender identities which include 'woman', and those who feel they experience misogynist oppression.
2. The only definition that matters for membership of the Women's Campaign is self-definition, and not being out, or only being out to certain people or in certain spaces shouldn't make a difference to this.
3. Resignation from membership of the Women's Campaign does not automatically affect membership of CUSU and vice versa.
4. The Women's Campaign aims to be an open and inclusive space, as such, (dis)ableist, classist, racist, transphobic, transmisogynist, homophobic or biphobic, behaviour, hostility or aggression will not be tolerated.
5. Concerning discriminatory behaviour within the Campaign; it is up to the person making the complaint to decide whether or not they experienced it as discrimination or hostility based on identity, and not the intent, that matters.

Section C Aims

1. The Women's Campaign actively fights sexism and gender oppression within the collegiate University and beyond.
2. It involves its members in doing this, and actively seeks out campaign ideas from them.
3. The Women's Campaign aims to support and empower all its members, and, as such, uses consensus based decision making mechanisms wherever possible.
4. The Women's Campaign is opposed to discrimination, oppression and inequality and will seek to fight them wherever it deems fit.
5. The Women's Campaign aims to represent its members' needs and beliefs to bodies within and outside the University.

Section D Organisational Structure

1. Women's Forum
 - a. Forum is the primary decision making body of the Women's Campaign.
 - b. Forum is open to all self-defining women including (if they wish) those with gender identities which include 'woman', and those who feel they experience misogynist oppression within the University.
 - c. Any idea or proposal for the Women's Campaign may be brought to Forum, by any member of the Campaign.
 - d. Specific assistance with campaign proposals can be requested by any member of the Campaign.
 - e. Forum will be facilitated by the CUSU Women's Officer, or, when deemed necessary, by any member of the Women's Campaign.
 - f. Decisions will be made using consensus, rather than voting.
 - g. The agenda should be circulated before the meeting, via the Women's Campaign email bulletin, the JCR and MCR women's officer mailing list and any other channels deemed appropriate.
 - h. Forum must be held in an accessible room, and any room changes be announced at least twenty four hours before the start, and ideally within forty-eight hours.

- i. Minutes should be taken by the Secretary or any member of the Women's Campaign, and should be circulated after Forum.
- j. Minutes will be anonymised, unless the members in question explicitly demand otherwise, and focused on action points rather than discussion points.

2. The Committee

- a. The Women's Campaign Committee are responsible for representing liberation groups within the Campaign, and for facilitating the day-to-day work of the Campaign.
- b. The roles on the committee are as follows:
 - i. 3 x Open Portfolio Campaigns Manager
 - ii. BME women's rep
 - iii. LGBT+ women's rep
 - iv. Trans rep
 - v. Disabled women's rep
 - vi. Graduate women's rep
 - vii. International women's rep
 - viii. Media and outreach officer
 - ix. Secretary
 - x. Gender Agenda Officer
- c. The committee should meet at least twice a term in each full term.
- d. The committee shall be elected via a University wide ballot open only to members of the Women's Campaign. This shall take place before the 7th Week of Easter Term. The Women's Officer is responsible for running this election.
- e. To stand for the committee, candidates must be members of the Campaign, additionally liberation reps must self-define into the relevant group for their role.
- f. In the election TESSA (This Election Shall Stand Again) must be a candidate. A win for TESSA results in a re-opening of nominations and a re-run of the election.

- g. The results will be calculated using the Single Transferable Vote system.
- h. Full role details and responsibilities are outlined in Appendix.

3. Women's Officer

- a. The Women's Officer is the sabbatical Women's Office for CUSU and responsible for running the ordinary business of the Women's Campaign.
- b. The Women's Officer is bound by decisions made at Forum, and by the articles of the constitution.
- c. The Women's Officer's role is to provide individual support for members of the Women's Campaign, to co-ordinate the work of the Committee, and more broadly to fight sexism and gender oppression within the University.
- d. The Women's Officer should work to protect the autonomous status of the Campaign.
- e. The Women's Officer is responsible for providing training for the Committee and for college women's officers.
- f. The Women's Officer is responsible for assisting in the running of sexual consent workshops during freshers' week.
- g. The Women's Officer is responsible for coordinating at least one event on issues of liberation with each liberation rep on the committee.
- h. The Women's Officer represents the Women's Campaign on University committees, to the other CUSU sabbatical officers, and at CUSU council.
- i. The Women's Officer is elected in the general CUSU sabbatical election.
- j. No person may serve as the Women's Officer more than twice.
- k. The Women's Officer must self-define as a woman to be eligible for the role.

4. Open Meetings

- a. An open meeting may be called by any three members of the Committee or any fifteen members of the Women's Campaign.
- b. Open meetings are intended for the discussion and resolution of controversial or divisive issues.
- c. Decisions made at Open Meetings overrule those decisions made at Forum, by the Committee, or by the Women's Officer.
- d. Any member of the Women's Campaign can attend an Open Meeting.
- e. Proposals and agenda must be distributed at least three days before the meeting is scheduled. In the case of serious time constraints, when the Committee or Forum deem these to be legitimate, this is reduced to twenty four hours.
- f. All Open Meetings must be adequately publicised.
- g. Open Meetings must be held in an accessible room, and any room changes be announced at least twenty four hours before the start, and ideally forty-eight hours before.
- h. Members present at the Meeting may decide what to do with any minutes taken.

5. Accountability Procedures

- a. The Accountability Procedure is intended to hold elected officers and the direction of the Campaign more broadly, to account.
 - i. Any two members of the committee or any five members of the Campaign can call for the start of the Accountability Procedure.
 - ii. The AP cannot be used against ordinary members of the campaign; it is only intended to be used against members who have been elected to their role, on role specific activity.
 - iii. The AP shall begin with an informal private questioning. This should be led by the secretary (or if the AP is being used against the secretary, any other member of the committee), and another committee member, and two other members of the Women's Campaign, including (if they so desire) those involved in asking for the AP.
 - iv. If the people instigating the AP feel the issue has not been resolved, then the next stage will be started. This means that an open meeting, facilitated by the secretary or any other

Committee member, involving questioning of the officer, and attempts at conflict resolution.

b. Votes of no-confidence

- i. A vote of no-confidence will result in the loss of a Committee position, or sabbatical role for the officer in question.
- ii. Votes of no-confidence shall happen at a special open meeting of the Women's Campaign, open only to its members.
- iii. For a vote of no-confidence in a Committee member, twenty Campaign members, or two-thirds of the Committee must declare their support for a meeting, they must do this in an email to the Secretary. There must be forty members present at the meeting for the vote to be valid.
- iv. The meeting will be facilitated by the secretary, except in the case of a vote of no-confidence in the secretary, in which case any committee member may facilitate.
- v. Such a meeting must be publicised at least a week in advance.
- vi. Such a meeting must allow time for discussion.
- vii. A two thirds majority vote is required to pass a no-confidence motion in a Committee member.
- viii. Minutes of such a meeting must be circulated.
- ix. For a vote of no confidence in the Women's Officer the procedure is the same, but forty signatures are required, the meeting must have eighty members attending.
- x. A vote of no confidence for the Women's Officer will trigger another University wide election.
- xi. A vote of no confidence in a part-time Committee role will trigger a University wide election, unless there is not sufficient term or year time, in which case the role may be elected at Forum, or co-opted by the existing Committee.

Section E External Affiliations

- a) The Women's Campaign may select external organisations to affiliate to, as long as these are not party political organisations. These must be voted upon at Forum.
- b) Every year the Women's Campaign may select up to two charities to fundraise for. This does not mean fundraising cannot happen for other charities chosen within the year. These should be selected using Single Transferable Vote at Forum.
- c) The Women's Campaign is affiliated to the NUS Women's Campaign.
 - a. As such members of the Women's Campaign may propose motions or amendments to motions at the NUS Women's Conference.
 - b. These shall be discussed and agreed upon at Forum.
 - c. The Women's Campaign, in line with NUS Women's Campaign representation rules, may send delegates to the NUS Women's Conference.
 - d. The Women's Officer will automatically act as a delegate, but if unable to go, another member, selected by a vote at Forum, may attend.
 - e. Budget depending, other delegates may attend. These will be elected at Forum.
 - f. The method used for election will be Single Transferable Vote.

Section F Amendments to the Constitution

- a) The constitution can be amended by two consecutive Forums, or by one Open Meeting followed by one Forum.
- b) Thirty members of the Women's Campaign must be present for the change to be valid.
- c) If a vote is used to decide on the constitutional changes, a two-thirds majority is necessary.
- d) The constitutional changes must then be presented to CUSU council, and the motion pass there.
- e) Any changes to the constitution must be publicised.

- f) To change the Appendix to the constitution, approval at two consecutive Forums is required. If the changes concern one of the liberation reps, only those who self-define into the relevant group may vote.

Appendix

Section A: Committee roles

- a) Every member of the Committee is responsible for coordinating the activity of the Women's Campaign, for pushing for inclusivity within the Campaign, and for publicising the work they and the campaign do.
- b) To be eligible to stand for the committee candidates must be a member of the Women's Campaign, additionally, liberation reps must self-define into the group they are seeking to represent.
- c) Each Committee member must produce a handover document to pass on to their successor.
- d) Each Committee member should present, either in person or via email, updates about their campaigns and work to Forum.
- e) Committee members must follow the rules laid out in the Women's Campaign constitution and appendix.
- f) Committee members should take some responsibility for encouraging members to run for the role when their term is coming to an end.
- g) Each liberation rep (BME, LGBT+, disabled, international) must hold (jointly with the Women's Officer) at least one event on the liberation of the group they represent per year.
- h) Aside from the individual remits of Committee roles, the Committee is encouraged and expected to work together and support each other.
- i) Any of these roles can be shared by two members of the Women's Campaign, as long as they run together in the election to do so.

j) Specific role outlines:

i. 3 x Open Portfolio Campaigns Manager

1. The Campaign Managers facilitate the priority campaigns of the Women's Campaign.
2. They run for the role with a campaign in mind, this campaign must form part of their election manifesto.
3. They must hold at least two campaign meetings during Michaelmas and Lent term, and one in Easter term.
4. It is up to individual campaigns managers to decide who can be involved in their campaign meetings and events and whether these are open to all genders or not.

ii. BME rep

1. The BME rep represents the needs and interests of BME members to the Women's Campaign.
2. The BME rep should act as link between BME members and the main Campaign, including raising concerns or negative feeling to the Women's Officer and Committee.
3. The BME rep should advise the Committee and the Women's Officer on the needs, interests and beliefs of BME members in the University.
4. The BME rep should join up with other groups and campaigns for BME students within the University and beyond.

iii. LGBT+ rep

1. The LGBT+ rep represents the needs and interests of LGBT+ women to the Women's Campaign.
2. The LGBT+ rep should act as link between LGBT+ members and the main Campaign, including raising concerns or negative feeling to the Women's Officer and Committee.
3. The LGBT+ rep should advise the Committee and the Women's Officer on the needs, interests and beliefs of LGBT+ members in the University.

4. The LGBT+ rep should join up with other groups and campaigns for LGBT+ students within the University and beyond.

iv. Trans rep

1. The Trans rep represents the needs and interests of trans members to the Women's Campaign.
2. The Trans rep should act as link between trans members and the main Campaign, including raising concerns or negative feeling to the Women's Officer and Committee.
3. The Trans rep should advise the Committee and the Women's Officer on the needs, interests and beliefs of trans members in the University.
4. The Trans rep should join up with other groups and campaigns for trans students within the University and beyond.

v. Disabled rep

1. The Disabled rep represents the needs and interests of Disabled members to the Women's Campaign.
2. The Disabled rep should act as link between disabled members and the main Campaign, including raising concerns or negative feeling to the Women's Officer and Committee.
3. The Disabled rep should advise the Committee and the Women's Officer on the needs, interests and beliefs of Disabled members in the University.
4. The Disabled rep should join up with other groups and campaigns for Disabled students within the University and beyond.

vi. International rep

1. The International rep represents the needs and interests of International members to the Women's Campaign.
2. The International rep should act as link between international members and the main Campaign, including raising concerns or negative feeling to the Women's Officer and Committee.

3. The International rep should advise the Committee and the Women's Officer on the needs, interests and beliefs of International members in the University.
4. The International rep should join up with other groups and campaigns for International (women) students within the University and beyond.

vii. Graduate rep

1. The Graduate rep represents the needs and interests of graduate women to the Women's Campaign.
2. The Graduate rep should act as link between graduate members and the main Campaign, including raising concerns or negative feeling to the Women's Officer and Committee.
3. The Graduate rep should advise the Committee and the Women's Officer on the needs, interests and beliefs of graduate members in the University.
4. The Graduate rep should join up with other groups and campaigns for graduate students within the University and beyond.

viii. Media and Outreach officer

1. The Media and Outreach officer is, along with the Women's Officer, jointly responsible for publicising Women's Campaign events.
2. The MO officer is responsible for liaising with the student and national press, or assisting the Women's Officer and the rest of the Committee in doing so.
3. The MO officer may take joint responsibility for managing the Women's Campaign social media platforms and website.
4. The MO officer may take responsibility for designing publicity for the Women's Campaign.
5. The MO must set up and facilitate a media working group.
6. The MO must receive media training.

ix. Secretary

1. The secretary is responsible for taking minutes at Committee meetings, Forum, and Open Meetings.
2. The secretary will also take logistical responsibility for complaints, or the Accountability Procedure.
3. The Secretary may take on any activity that supports other Committee members if deemed necessary.

x. Zine officer

1. The Zine officer is responsible for facilitating the termly publication of the Women's Campaign zine.
2. The zine must be produced once a term, its focus must be liberation, and any money made must go to one of the selected Campaign charities.
3. The Zine officer must report to the Committee, Women's Officer, and Forum on the progress of the zine.
4. The Zine officer must publicise the zine and source submissions.
5. The Zine officer must set up an editorial team or working group (open to all genders), this must be organised on a non-hierarchical line and use consensus decision making.
6. The role of the Zine officer is to make sure the zine is produced rather than to shape the entire direction of it.

k) Resignation

- a. Members of the committee may resign at any time.
- b. Resignation must be sent in email form to the Women's Officer and the secretary.
- c. Resignation should result in a University wide by-election, but if there is not adequate time left in the term or year to do so, an election may be held at Forum, or the role be co-opted by the current Committee.

Section B: Space guideline for meetings and events

General guidance

It is stressed to all attendees that everything that happens at Forum, including people's presence there, is confidential unless explicitly stated otherwise by the individual in question. All attendees are reminded not to genderpolice – everyone who meets the membership of the Campaign or any event specific rules has a right to be there. Similarly potential attendees at Women's Campaign events are reminded to read the rules for each space as some are open to all genders whereas others are open only to members of the Campaign. At the start of Forum, attendees are able to say their preferred pronoun along with name, college and any role. People attending are under no obligation to give any details unless they want to.

Attendees should:

- Put their hand up to make a point
- Use verbal trigger warnings where necessary
- Be supportive and show solidarity
- Not assume things about other people
- use hand motions to help us make decisions and gauge opinions
- Remember that all contributions are valid and important
- Feel free to leave room if they need to do so
- Not question someone else's experience of oppression (especially if they don't face that oppression yourself).
- Not demand that people speak on behalf of a community they belong to.

Organisers should:

- Encourage feedback
- Be available to support any attendees who are concerned or distressed in anyway
- Ensure guidelines are followed
- Consider asking persistent rule-breakers to leave the space
- Be concerned with the wellbeing of all attendees

- Publicise the rules and seek additions to the space guidelines as when deemed necessary

Section C: Accessibility checklist for meetings and events

Accessibility Checklist

Things to think about when booking rooms for events/organising protests etc. Obviously not all of these things will be possible for every event but it is important to let people know what is/isn't in place. It's important to book a space which is accessible but also to advertise to attendees that these features will be there too!

- ✓ Is there step-free access? How will we signpost this clearly and tell people in advance how it works?
- ✓ Have we told people far enough in advance where and when we are meeting?
- ✓ Are there disabled toilets available?
- ✓ Are there gender neutral toilets available?
- ✓ How noisy will the space be? (some people might not feel comfortable meeting in busy cafes)
- ✓ Is there any alcohol free space available?
- ✓ How warm will people be? (not outside in the cold for a long time without a way of keeping warm/going inside)
- ✓ Is there comfortable seating?
- ✓ Are the promotional materials accessible materials e.g. fonts on flyers, transcripts in image descriptions?
- ✓ Are safe space ground rules in place? (don't always apply but good to warn people on this)
- ✓ Is there easy access to leaving the room e.g. in case of feeling upset/triggered by discussions?
- ✓ Will people have to spend money? If so, how much will it cost them? (if people are expected to buy things)

- ✓ Will food and drink be provided?
- ✓ Are there likely to be other people using the space? Who are they likely to be and will people attending feel comfortable around them?
- ✓ What sort of building is the event taking place in? Will it alienate people because of its university status, religious status, general fanciness?
- ✓ Are journalists likely to be in the space? Have you made it clear to everyone what the rules will be regarding this? (It is really important that people feel comfortable speaking and know what they can/can't say depending on who is there)

Section D: Publicising events

1. Events should be publicised via the email mailing lists for the Women's Campaign bulletin, and the JCR and MCR women's officer mailing list.
2. They should also be advertised through the Campaign's social media accounts, in particular the facebook page and twitter account.
3. Posters may be made and distributed around the University.
4. Events should be publicised well in advance wherever possible.