

# Society Policy for Membership, Attendance and Governance

*Adopted pursuant to the Constitution of Oxford University Cortex Club and the University of Oxford Regulations for Registered Clubs and Societies*

## 1. Name, Status, and Objects

1.1 The Society shall be known as the Oxford University Cortex Club (hereafter “the Society”).

1.2 The objects of the Society are the support, development, improvement, and promotion of neuroscience within the University of Oxford insofar as such objects are charitable.

1.3 The income and property of the Society shall be applied solely towards these objects and shall not be distributed to members except as permitted by law.

## 2. Compliance with University Regulations

2.1 The Society shall be administered in full accordance with the University of Oxford Regulations for the Activities and Conduct of Student Members, including but not limited to those governing registered clubs and societies.

2.2 The activities of the Society shall at all times comply with the University’s procedures, codes of practice, and policies in force from time to time, including those relating to:

- equality and diversity;
- harassment and bullying;
- freedom of speech;
- safeguarding;
- health and safety.

These regulations and policies are available via the University of Oxford Student Handbook and the Proctors’ Office webpages, including:

<https://www.ox.ac.uk/students/life/clubs/clubs/registered-clubs/rules-regulations>

2.3 Where applicable, the Society shall register with and comply with any relevant national governing body and associated safety standards, including insurance requirements, unless alternative arrangements are approved by the University's Insurance Section.

2.4 No overseas activity organised by the Society shall take place without prior notification to the University Marshal and approval by the Proctors, in accordance with University regulations.

### **3. Membership**

#### **3.1 Eligibility**

3.1.1 Membership of the Society shall be open to:

- all student members of the University of Oxford;
- persons registered as Visiting Students of the University.

3.1.2 Eligibility for membership shall ordinarily continue until permission to supplicate for a degree, diploma, or certificate is granted.

3.1.3 Where permitted by University regulations, the Committee may also admit to membership:

- students registered for diplomas or certificates;
- members of Permanent Private Halls;
- members of Ruskin College and Ripon College, Cuddesdon;
- members of Oxford Brookes University (not exceeding one-fifth of total membership);
- other persons not falling within the above categories (not exceeding one-fifth of total membership).

3.1.4 Any restriction of membership on the basis of a protected characteristic under the Equality Act 2010 shall require prior approval from the Proctors.

#### **3.2 Admission, Subscription, and Duration**

3.2.1 Membership shall be granted upon application, approval by the Committee, and payment of the applicable subscription.

3.2.2 The Society shall offer lifetime membership, subject to payment of a one-off membership fee of 8,50 GBP, which shall entitle the member to the benefits set out in this Policy for the duration of the Society's existence, unless membership is terminated in accordance with this Policy or the Constitution.

3.2.3 Lifetime membership shall confer, subject to availability and any conditions set by the Committee, the following benefits:

- a) Preferential access to events, including free or discounted entry to designated flagship or high-demand events, as well as to the Society's annual symposium;
- b) Opportunities to contribute to Society publications, including *CorBrief*, the Society's weekly neuroscience newsletter, by submitting short summaries of recent research, commentaries, or articles, subject to editorial oversight;
- c) Opportunities to contribute to the Society's podcast (*CortexCast*), namely the ability to suggest interviewees, propose discussion topics, and submit questions for consideration in forthcoming episodes, subject to editorial discretion;
- d) Opportunities to participate in shaping the activities and direction of the Society, including through engagement with events, media, and discussions facilitated by the Committee.

3.2.4 The Committee reserves the right to define, publish, and amend the scope and availability of membership benefits, provided that any such amendments shall be consistent with the objects of the Society and communicated to members via official Society channels.

3.2.5 Membership subscriptions shall be collected and administered through the official University Online Store only:

<https://www.oxforduniversitystores.co.uk/product-catalogue/physiology-anatomy-genetics/physiology-anatomy-genetics/cortex-club-lifetime-membership>

### 3.3 Removal of Membership

3.3.1 The Committee may remove a person from membership where such removal is deemed to be in the best interests of the Society, having regard to the advice of the Senior Member where appropriate.

3.3.2 A member who is a student of the University may appeal such removal to the Proctors.

## **4. Attendance at Events and Conduct**

4.1 By attending Society events, whether in person or online, participants agree to conduct themselves respectfully toward speakers, organisers, and fellow attendees.

4.2 Harassment, discrimination, or disruptive behaviour of any kind shall not be tolerated. Any individual engaging in such conduct may be removed from an event and may face suspension or expulsion from the Society.

4.3 All participants are expected to comply with applicable laws and University regulations during Society activities.

4.4 Attendance at events is at the participant's own risk. The Society accepts no liability for personal injury, loss, or damage except where required by law.

## **5. Recording, Media, and Intellectual Property**

5.1 The Committee reserves the opportunity to undertake audio, video or photographic recording of Society events for educational, archival, or promotional purposes.

5.2 By attending an event, participants consent to the use of their image, voice, or contributions unless they notify organisers in advance.

5.3 All materials produced during Society events remain the intellectual property of the Society and/or the respective speakers. Distribution for financial gain without permission is prohibited.

5.4 Attendees are permitted to undertake audio, video, or photographic recording of Society events solely for personal, non-commercial use, unless otherwise specified in advance by the Committee.

No such recordings may be distributed, reproduced, published, or used for financial or promotional purposes without the prior written consent of the Committee and, where applicable, the speaker(s).

The Committee reserves the right to restrict or prohibit recording at specific events or portions thereof. Any person who fails to comply with recording restrictions imposed by the Committee may be required to cease recording immediately and may be subject to removal from the event and/or further disciplinary action in accordance with this Policy and the Constitution.

## **6. Data Protection**

6.1 The Society shall collect and process personal data in accordance with applicable UK GDPR and EU data protection legislation.

6.2 Personal data shall be used solely for legitimate Society purposes and shall not be shared with third parties without consent unless required by law.

## **7. General Meetings**

### **7.1 Annual General Meeting (AGM)**

7.1.1 The Society shall hold an Annual General Meeting, open to all Society members, during Trinity Term, convened by the Secretary with not less than fourteen days ' notice.

7.1.2 The AGM shall:

- receive the Committee 's annual report and accounts;
- receive a compliance report;
- elect Committee members;
- consider motions submitted in accordance with this policy.

### **7.2 Extraordinary General Meeting**

7.2.1 An Extraordinary General Meeting may be called by the President, Secretary, or Treasurer with seven days ' notice, or upon written requisition by at least seven members.

### **7.3 Quorum and Voting**

7.3.1 The quorum for a General Meeting shall be ten members, including three Committee members.

7.3.2 Decisions shall be taken by majority vote; the President shall have a casting vote in the event of a tie.

7.3.3 Minutes of all meetings shall be recorded and made available to members and, upon request, to the Proctors.

## 8. Amendments and Interpretation

8.1 The Society reserves the right to amend this policy in accordance with its Constitution and University regulations.

8.2 Continued participation in Society activities constitutes acceptance of the current version of this policy.

## 9. Governing Law

9.1 This policy shall be governed by and interpreted in accordance with the laws of England and Wales and the regulations of the University of Oxford.

« 24 » December 2025

Signed



Ivan Pekar

Treasurer

