

DISCIPLINARY PROCESSES:

The CUTKD's only disciplinary sanctions are to expel or to suspend a member whose actions are felt to be such as to bring the CUTKD into disrepute, or to adversely affect the smooth running of the CUTKD in a major way. Such expulsion or suspension can only be affected by a majority vote of all Executive Committee members, excluding the Senior Treasurer. In the event of an expulsion, the excluded member is required to return all equipment, documents and finances belonging to the CUTKD within 7 days. He/she will not be entitled to any full or partial refund of annual subscriptions.

If the excluded or suspended member wishes to appeal the decision, that appeal should be made to the Senior Treasurer, who will consider all the facts, and whose decision will be final. An appeal as to the process of exclusion, but not a further investigation into the facts, may be lodged with the Junior Proctor.

COMPLAINT PROCEDURE:

Any member of CUTKD may submit a complaint regarding inappropriate behavior of other CUTKD members/instructors which adversely affect the smooth running of the CUTKD, and/or affecting the physical and/or mental well-being of other CUTKD members. Such complaint must be made to a CUTKD committee member in writing. The Executive Committee members are then required to hold a meeting to consider the possibility of imposing disciplinary sanctions.

The CUTKD committee will ask the complainant for their consent for further investigation. The investigation will be opened within 10 working days unless discussed otherwise. The complainant will be informed of the outcome of the investigation if they request, and dormant investigations can be closed by CUTKD president. Outcomes of investigations will not be made public except in exceptional circumstances for privacy reasons.

If the CUTKD committee fails to handle the submitted written complaint, the complainant may proceed with the complaint procedure of the Cambridge University Student Union (CUSU) without notifying the CUTKD committee.

Source: Notes for the guidance of university clubs & societies issued by The Junior Proctor November 2017 (revised edition)