



Club/Society Constitution

Club/Society: _____

Date: _____

1.1. The club/society shall be 'The Union of UEA Students' club/society, herein after termed 'the Club'.

2.2. The objects of the club shall be:

(if your club/soc already exists DO NOT fill this in) _____

2a. (High risk sports only)- to promote awareness of the need to maintain access, conservation and relations with other users where necessary. (ALL sports clubs-see Ian Welch about constitutions and codes of practice).

b. (Sports clubs only)-to be aware of the work of the governing body where applicable.

c. (Sports clubs only)-to promote these objectives within the agreed safety guidelines where applicable.

3. The Club shall abide by Union policy.

Membership:

4. Membership shall be open to all ordinary, associate or life members of the Union and to any student registered at the UEA who has opted out of membership of the Union.

5. Members shall be those that have paid the current subscription fee, which shall be determined by the Committee of the club.

5a. (High risk clubs only) And members who recognise that their activity contains a risk of personal injury or possibly death. Members must be made aware of and accept these risks, and agree to be responsible for their own actions and involvement.

6. Members shall be entitled to participate in all activities of the Club, and shall be entitled to full use of the Club's facilities (in accordance with the clubs/societies code of practice where one exists).

Committee:

7. The Committee shall consist of A) the President, B) the Treasurer, C) the Secretary D) two others. All members of the Committee must be ordinary members of the Union.

8. The Committee members shall be elected annually and shall hold office for a year, unless they resign of their own accord or are forced to.

9. The Committee shall:

- A) Administer and organise the Clubs activities and rules.
- B) Allocate specific responsibilities to Committee members.
- C) Decide in conjunction with the Club's members, the Club's policies.

10. Decisions at a Committee meeting shall be reached by a simple majority of those present and voting.

11. Any decisions made by the Committee can be overruled by a 2/3 majority of those present and voting at a club meeting.

12. Quorum for a Committee meeting shall be 1/2 of Committee members.

13. All or any of the Committee members shall resign if 1/2 of the Club's members present and voting at a Club meeting, vote in favour of a motion presented at that meeting demanding such resignation.

Club Meetings:

14. Each club meeting must be advertised three days in advance during term time. The meeting shall be held in that term. A Club meeting shall be called if 1/4 of the Club members present a petition requesting a Club meeting. The meeting shall take place within five days. Only ordinary members of the Union who are members of the club may vote at Club meetings.

Elections:

15. Only ordinary members of the Union who are members of the Club may stand and vote in elections within the Club.

16. Notice of meetings where elections take place shall be communicated at least five days in advance.

17. Nominations shall be taken at the meeting where the election occurs. Quorum shall be 1/4 of Club members. Each candidate must signify their consent.

18. Each post shall be voted on separately and the candidates with the most votes shall win.

Finance:

19. The Club shall abide by all the Union finance regulations. The Club must not hold a separate bank account and shall place all it's funds with the Union of UEA Students.

20. All the Club's equipment shall be the property of the Union.

21. Should this Club be inactive for a full academic year, it's constitution shall become invalid and it's pecuniary funds and capital assets shall become the property of the Union.

Constitution:

22. Any change in the Constitution shall require a 2/3 majority of those present and voting at a club meeting advertised at least five days in advance. These changes must be approved by Union Council.

Equal Opportunities:

23. The Union of UEA Students is committed to equality of opportunity for all.

We, the undersigned, being the committee of the above Union of UEA Students club/society have read this constitution and accept that we are bound by it's provisions. Date: _____

Signed: President _____ Treasurer _____ Secretary _____