UNIVERSITY OF SALFORD MEN'S RUGBY UNION CLUB CONSTITUTION

University of Salford Students' Union – 2017/18

USSU UNIVERSITY OF SALFORD STUDENTS' UNION
Love your life at Salford

TEAM SALFORD

Contents

1. Group Name ..... Error! Bookmark not defined.
2. Aims and Objectives ..... Error! Bookmark not defined.
3. Membership ..... Error! Bookmark not defined.
4. Rights of Members ..... Error! Bookmark not defined.
5. The Committee ..... Error! Bookmark not defined.
6. Annual General Meeting ..... Error! Bookmark not defined.
7. Election of Committee ..... Error! Bookmark not defined.
8. Removal of Committee Members and By-Elections ..... Error! Bookmark not defined.
9. Extraordinary General Meeting ..... Error! Bookmark not defined.
10. Committee Meetings ..... Error! Bookmark not defined.
11. Quorum ..... Error! Bookmark not defined.
12. Affiliation ..... Error! Bookmark not defined.
13. Finance ..... Error! Bookmark not defined.
14. Constitutional Amendments ..... Error! Bookmark not defined.
15. Committee Agreement ..... Error! Bookmark not defined.

The following outlines the policies which societies and sports clubs, collectively known as student groups, must adhere to in order to affiliate to the Students' Union for the 2018/19 academic year. This draft was approved for use by the Societies and Sports Student Executive on Thursday 24th May 2018.

1) Group Name

a) The student group, activity or sport, shall be called University of Salford Mens Rugby Union; an organisation within the Students' Union.

2) Aims and Objectives

To play competitive rugby through both league and cup competitions, avoiding relegation and fielding two teams consistently.

3) Membership

a) Membership of the group is open to all University of Salford students, members of Alumni, and staff.
b) Staff must not make up more than 10% of the group.
c) Current students at the University of Salford must make up at least 80% of the membership. No more than 20% of the membership can be made up of staff or alumni.
d) Should the group exceed this quota, they will no longer be eligible for funding opportunities from the Union.
e) Students' Union sabbatical officers are considered honorary members of the group, however retain no voting rights and cannot stand on committees.
f) All groups will have a membership fee, of which part will go to the Union to assist with running costs. The minimum sum of which is decided by the Activity/Sport Student Executive.
g) A minimum membership of ten paid members is required to be deemed functional By the Students' Union. Any group which does not attain this can be dissolved by the Activity/Sport Executive in accordance with the by-laws.

2) Rights of Members

a) All paid members of the group may take advantage of all the activities and privileges arranged for the group. Only paid members may conduct business on behalf of the group, vote for or hold official positions.

b) Non-members may be admitted to the meetings and functions of the group at the discretion of the committee but they shall not enjoy the privileges of full members.

c) All paid student members are eligible to stand.

3) The Committee

a) The committee shall be made up of at least four member's fulfilling the following roles:

   i) Chairperson

   ii) Secretary

   iii) Treasurer

   iv) Wellbeing Officer

b) The club may add any other committee roles at their discretion

c) All members must adhere to the specific guidelines for their roles, and the activity or sport group handbook, respectively.

d) The committee will be responsible for arranging a programme of activities compatible with the aims and objectives of this Constitution and incurring expenditure to this end only. All members of the committee are equal and any activity put on by the committee must be inclusive for all paid members.

e) All committee members retail equal and independent voting rights.

f) All committee members are considered volunteer elected officers, and as such should adhere to the Elected Officers Code of Conduct.

4) Annual General Meeting

a) The Annual General Meeting of the group shall take place during Semester 2 of each year when all the general business will be transacted. At this meeting, a Committee shall be elected for the following academic year. Current officers' will report on the past year's development and finances. Notice of such a meeting will be given one week in advance, in accordance with the Annual General Meeting guidelines.

b) Date, time, location of the AGM should be announced to USSU and the group's members at least 2 weeks prior to the meeting.

5) Election of Committee

a) The group shall have a committee of elected paid members. These are to be elected in Semester 2 after the Annual General Meeting in accordance with the election by-laws and Annual General meeting guide.

b) Elections are held for positions beginning on 1st June that year.

c) Details of the date nominations open and close must be given to members at least 2 weeks before voting takes place. This should include guidance on how people can nominate themselves and what they should prepare.

d) All positions are to be voted on by paid members of the group. The process for voting is to be determined by the Societies and Sports Student Executive, and Union Council.

e) Following the election, the departing committee must give a handover to the newly elected committee before leaving their post

6) Removal of Committee Members and By-Elections

a) A committee member may be removed from office and a by-election held if:

i) They tender their resignation.

ii) They cease to be an ordinary member of the Union.

iii) A vote of no confidence is passed at an Extraordinary General Meeting to remove the member from office, in accordance with the Extraordinary General Meeting by-laws and guidelines.

iv) They are removed from position by USSU following investigation, in accordance with Union policy and by-laws.

7) Extraordinary General Meeting

a) Extraordinary general Meetings may be called at any time by the committee or by written request of 20% of the members. The exact nature of business to be transacted must be stated by the Secretary of the group. Not less than one working day's notice shall be given in official notices and such notice shall include the business to be considered, the time, the date and the place of the meeting.

b) Meetings must take place in accordance to the Extraordinary General Meeting guidelines and by-laws.

8) Committee Meetings

a) Committee meetings shall be held at least once every 2 months and be called by the Chair and three member of the Committee. The Secretary is to inform each committee member of the date, time and venue of the meeting.

b) The Students' Union Sabbatical officers may attend any meeting and speak, however shall not have the right to partake in any vote(s).

9) Quorum

a) The quorum for the A.G.M & E.G.M. shall be 10% of the group's members. The quorum for Committee members shall be three, at least one of whom should be the Chairperson, Treasurer or Secretary.

b) There shall be no quorum for other meetings or activities.

12) Societies and Sports Student Executive

a) All student groups are subject to review and guidance by the Societies and Sports Student Executive, and by default, Union Council.

13) Affiliation

a) The group is not to have an affiliation to any outside body without prior consent of the Union. This includes sponsorship contacts, both financial and otherwise.

14) Finance

a) The group shall have one finance account which is maintained with the Union. Any group found to have an external finance account will be subject to disciplinary procedures by the Student Executive, up to and including liquidation.

15) Constitutional Amendments

a) The only amendments which can be made to the constitution are to the group name, and the aims and objectives.

b) Any amendments must be carried out by a two-thirds majority of an Annual or Extraordinary General Meeting, and then ratified by the Activity/Sport Executive.

16) Committee Agreement

a) By signing the below, the committee commits to adhering to the constitution and its by-laws. They commit to achieving their aims and objectives in the 2017/18 academic year, and meeting the minimum requirements to be considered a student group by the University of Salford Students' Union. (Make sure you add any additional committee members.)

Position	Name	Signature	Date
Chairman	Louie Hughes	[redacted]	20/06/18
1st Team Captain	Josh Hunt		20/06/18
1st Team Vice	Alex Hopkinson		20/06/18
2nd Team Captain	Matt Sutton		20/06/18
2nd Team Vice	Tristan Burn		20/06/18
Social Sec	Jack Crone		20/06/18
Social Sec	Jonty Roberts		20/06/18
Treasurer	Ben Mellefont		20/06/18
Fixture Sec	Danny Fenton		20/06/18
Kit Sec	Joel Marshall		20/06/18
Tour Sec	Jan Rozycki		20/06/18

Signed for and on behalf of the University of Salford Students' Union

Position	Name	Signature	Date
Club Sport Coordinator	Emily Wilkes	[redacted]	