



## **Athletic Union Club Constitution**

### **Name**

The name of the club shall be:

Southampton University Road Club

Hereinafter referred to as "the Club".

### **Purpose**

The Club's purpose is to provide the support, development, improvement and promotion of road cycling at the University of Southampton through its Students' Union for its members; the income and property of the Club shall be applied solely to this purpose and achieving the aims outlined in the Club's development plan produced each year.

### **Compliance**

The Club will exist in accordance with the rules and regulations of the Southampton University Students' Union and the National Governing Body.

### **Club Membership**

The Club must comply with the following requirements for its members:

- a. Every member of the Students' Union must have an equal opportunity to join the Club in accordance with the Students' Union's Equal Opportunity policy. This can be found in the Union Policy Document.
- b. All Club members must be members of the Athletic Union and the Students' Union as outlined in the Financial Regulations and Operating Guidelines, FROGs.
- c. Each member must fully pay all Club subscriptions and fees.
- d. The AU President is an ex-officio member of the Club.

The committee may also, at its discretion, admit to membership the following with accordance with FROGs that outlines this in Appendix 1;

- a. Alumni
- b. Staff
- c. Members of other students' unions
- d. Members of the public

## **Club Officers**

- a. The Club must have a committee that is made up of the following Club officers;
  - Club Captain/President
  - Treasurer
  - Secretary
- b. These officers shall have the following responsibilities;

### Club Captain/President

- Provides the strategic direction of the club
- Ensures the day to day operation of the Club and that all Club Officers are fulfilling their roles
- Acts as the primary representative for the Club to the AU, SUSU, the University and the local community

- c. Club Officers must be elected at the Club's Annual General Meeting, AGM
- d. Club officers will be held accountable for the Club in accordance with the SUSU Constitution
- e. Club officers must have committee meetings
  - i. The committee must have at least two meetings per term
  - ii. A quorum shall consist of no less than three Club officers
  - iii. Every full Club officer shall be entitled to one vote on every voting matter
  - iv. Notice of the committee meeting must be given one full working day in advance
  - v. Minutes must be taken and made available to the Athletic Union

## **General Meetings**

### Annual General Meeting (AGM)

- a. The Club Captain/President shall be the chair.
- b. The AGM shall be held after the Christmas vacation and before a date decided on by the AU Committee, AUC, each year.
- c. Notice of the AGM shall be issued at least 10 term time working days in advance and advertised to Club members.
- d. Full officers of the Club shall be elected at the AGM. Invitations for nominations must be sent out 5 term time working days prior to the AGM.
- e. Nominations shall be given in to the committee before the start of the meeting with another member of the club as the seconder.
- f. If no nominations are received for a post before the start of the meeting, nominations must be re-opened at the appropriate time of the AGM as determined by the chair.
- g. The Chair reserves the right to post-pone the AGM until sufficient nominations are received
- h. If someone runs for election unopposed, they shall run against Re-Open Nominations

- i. If a position is not filled, the new committee shall discuss how the responsibilities of this position will be accounted with the AU President.
- j. The Chair shall reserve the right to invite each committee member to provide a short report of their activities during their time in post

#### Extraordinary General Meetings (EGM)

- a. An EGM can be called by the President/Club Captain or by written application to the President/Club Captain of at least 6 members of the Club, together with a written statement of the objectives for which the EGM is being called
- b. At the EGM no business other than that specified in the written statement shall be discussed
- c. At least 24 hours notice of an EGM shall be given
- d. An EGM must be held within 5 term time working days of the request being submitted to the President/Club Captain
- e. The Club shall inform the AU President of the meeting and the reason for which it is being called, before it is held

#### Conduct of General Meetings (AGM/EGM)

- a. Every Full member of the Club shall be entitled to one vote upon every voting matter
- b. No proxy votes shall be accepted for any purpose
- c. A quorum for the meetings shall consist of 20% of the Club membership.
- d. The chair shall not have a vote on matters, unless there is a split decision, where they will have the deciding vote
- e. Voting shall take place by show of hands or secret ballot, and is to be decided by the Chair at the start of the meeting
- f. Minutes of the meeting, including any result, must be made available to the Club and the AU within 2 weeks

#### **Expulsion of Members**

- a. The committee shall have the power to expel any member from the Club, after discussion with the AU President, on the grounds of misconduct, or for conduct of a nature opposed to the purpose of the Club, the AU and the Students' Union.
- b. Where any member of the Club is expelled by the committee, a report of the matter shall be made available and all members notified. A report shall also be made available to the AU at the next AUC meeting
- c. Students who are expelled from the Club have the right of appeal to the AUC

#### **Constitution Amendments**

- a. Any Full member of the Club may propose an amendment to the constitution.
- b. The amendment shall be presented to the committee or a general meeting for discussion

- c. Amendments must then be submitted to the AU President in writing for discussion
- d. The final amendment must be taken to AUC for approval
- e. The Club and the AU shall hold an up to date copy of the constitution and be made available to any member of the Students' Union

Signed;

A handwritten signature in black ink, appearing to be 'J. Smith' or similar, written in a cursive style.

Date:

Club Captain/President

Date:

AU President