

## Constitution for the Students' Union UCL Ultimate Frisbee club

### 1. Name

- 1.1 The name of the club shall be the Students' Union UCL Ultimate Frisbee club.
- 1.2 The club shall be affiliated to Students' Union UCL.

### 2. Terms, Aims and Objectives

The club shall hold the following as its aims and objectives. The club shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.

*2.1 The objects of the club shall be to train new members up to a high quality of play and to maintain our competitiveness at a national and international level in both Student and Club tournaments.*

2.2 The club will strive to instil in its members a sense of the importance of „the spirit of the game: “highly competitive play is encouraged but never at the expense of mutual respect between players, adherence to the agreed-upon rules of the game or the basic joy of play.”(WFDF Rules of Play)

2.3 The main activities of the club shall be weekly fitness and skills training sessions to be held at least twice a week (outdoors) and once a week (indoors) in terms 1 and 2. Additionally the club will represent STUDENTS' UNION UCL in a wide range of competitive Ultimate Frisbee tournaments (see 2.5)

2.4 The playing colours of the club shall be black and white, conform with STUDENTS' UNION UCL kit regulations and incorporate the representative STUDENTS' UNION UCL Sports Club playing colours (sky blue and purple)

2.5 The club shall endeavour to compete in the following competitions: London University Ultimate League (Regional), Student Indoors and Outdoors (Regional and National, Open Mixed and Women's). If successful in these competitions we will also endeavour to represent at international tournaments

2.6 The club will endeavour to maintain contacts with our global alumni network.

### **3. Statement of intent**

3.1 The constitution, regulations, management and conduct of the club shall abide by all Students' Union UCL Policy, and shall be bound by the Students' Union UCL Constitution, the Club and Society Regulations and Good Practice Guidelines.

3.2 The club stresses that it abides by the Students' Union UCL Equal Opportunities Policy, and that club regulations pertaining to membership of the club or election to management of the club shall not contravene this policy.

### **4. Membership**

4.1 The following shall be eligible to become members of Students' Union UCL Ultimate Frisbee club:

4.1.1 Students' Union UCL Full Student Members

4.1.2 Students' Union UCL Associate Members

4.2 All members shall pay an annual subscription to join the club; the membership fee shall be decided by the club committee.

### **5. The Club Committee**

5.1 The committee shall consist of the following members:

5.1.1 President

5.1.2 Treasurer

5.1.3 Men's Team Captain

5.1.4 Women's Team Captain

5.1.5 Communications Officer

5.1.6 Social Secretary

5.1.7 Welfare Officer

And, may also include:

5.1.8 Mixed Team Captain

5.1.9 Community Outreach Officer

5.2 All committee must be members of the club and therefore must pay the full membership fee at the start of the year. They must also be current students on a full or part time course at UCL.

5.3 No committee member shall hold more than one post during each academic year.

5.4 The positions of President and Treasurer shall not be held by more than one member simultaneously (i.e. all other roles can be held by one more than one person)

5.5 Office shall be held from August 1st to July 31st of each academic year.

5.6 An outgoing member may be eligible for re-election should they remain a member of the club.

5.7 Before the end of office, previous committee members will provide the newly elected committee a handover document.

5.8 Captains may run as individuals or as groups consisting of any combination of at least one captain and any number of vice captains.

## **6. Management and Job Descriptions**

### **6.1 The President:**

6.1.1 Shall represent the club and shall be responsible for making sure that the club is run according its constitution, the Students' Union UCL Club and Society regulations, Good Practice Guidelines, and Standing Orders of Students' Union UCL.

6.1.2 It is the responsibility of the President to call General Meetings of the club, and organise proper elections for the following year's committee, in accordance with Club and Society Regulations.

6.1.3 Shall be the primary point of communication between the Union and the club members. It is therefore required that s/he attends the relevant Union Committees.

### **6.2 The Treasurer:**

6.2.1 Shall carry out the day to day financial duties of the club, and is responsible to the union for club finances to the membership.

6.2.2 Shall keep current accurate financial information. The Treasurer is responsible for all financial transactions of the club ensuring that these are made through the Union Finance Department; only the Treasurer, or in his/her absence the President, may authorise withdrawals or expenditure from the club accounts.

6.2.3 Shall maintain a club account book.

6.2.4 Arrange the club kit order

### **6.3 The Captains:**

6.3.1 Are responsible for running the men's, women's and mixed teams

6.3.2 Shall communicate to the teams when and where practices are

6.3.3 Shall devise training and development plans (in combination with the coaches)

6.3.4 Shall make decisions on which tournaments to attend

6.3.5 Shall lead the teams on the pitch

6.3.6 Shall be responsible for team selection (in combination with the coaches)

6.3.7 Shall report to the club on performances in games and training sessions

### **6.4 The Social Secretary:**

6.4.1 Shall be responsible for organising social events for club members

### **6.5 The Communications Officer:**

6.5.1 Shall manage the weekly email and handle all other information to be distributed to the club en masse

6.5.2 Shall maintain the website and be responsible for sourcing and uploading all content

6.5.3 Shall be responsible for all publicity for the club

6.6 The Welfare Officer:

6.6.1 Shall exist as the point of contact for welfare adversities experienced by their membership base and to represent all minority communities within their club/society; overcoming retrospective disengagement, tackling the bespoke barriers to accessibility of respective core club/society activity and developing a strong and progressive culture of inclusivity throughout the Union.

6.7 The Community Outreach Officer:

6.7.1 Shall proactively seek means to volunteering for the society, (either through The Volunteering Service(TVS) or individually), oversee and govern the project(s) itself, writing short summaries on the activity for publication and record the hours, projects and volunteers engaged throughout the year.

6.8 The management of the club shall be vested in the club committee

6.9 Any complaints concerning the activities of any individual member should be submitted to the Student Activities Officer who will direct it to the appropriate Students' Union UCL Board.

## **7. The Annual General Meeting**

7.1 The AGM shall be held during the second term of the academic year, and shall have as its main business:

7.1.1 The presentation of the Officers Reports for the past year.

7.1.2 The election of the Committee for the next session.

7.2 An agenda giving notice of the AGM must be circulated to all club members at least 3 days in advance.

7.3 Nominations for club officers must be posted at least a week in advance of the AGM and closed before the meeting.

7.3.1. In the event of there being no nomination for a post within the stipulated time then nominations may be accepted at the AGM.

7.4 The quorum of the AGM shall be 15% of the full membership of the club. If this limit is not reached, no decision taken by the meeting will be official unless it has been ratified by Activities Board.

7.5 The meeting should be chaired by the President of the club or by any person that the meeting sees fit, provided that he/she is a member of the club, and a full member of the Union.

7.6 In the event that no person is voted in to a post or of resignation from a position, the President will undertake the duties until such time as the post is filled.

## **8. Resignations**

8.1 If a club President or Treasurer chooses to resign before the end of their term of office they should consult with the rest of the committee and then they

must approach the Student Activities Officer for advice before they stand down.

8.2 An Extraordinary General Meeting (EGM) must be held and, upon election, the new President/ Treasurer must sign an acting President/Treasurers contract and attend a brief training session with the Student Activities Officer.

## **9. Finance**

9.1 The club will hold an account with the Union and shall administer this in accordance with the Students' Union UCL financial procedures.

9.2 The club Treasurer will provide the Finance and Democracy Officer with a detailed budget for the following academic year during the first half of the second term of the academic year.

9.3 Budgets for all events shall be taken to the Finance & Democracy Officer in order to be approved.

## **10. Health and Safety**

10.1 The club acknowledges its duty of care to its members and will abide by Students' Union UCL's Health and Safety policy.

## **11. The Constitution.**

11.1 The Constitution shall only be altered by consent of two-thirds majority of the full members present at a general meeting. Activities Board and Governance Committee shall approve any such alterations.

11.2 The Constitution shall be binding on the club officers

This constitution has been approved and accepted as the constitution for the Ultimate Frisbee Club, signed,



Loh Chung Kit  
Ultimate Frisbee Club President



Yuxi Loo  
Ultimate Frisbee Club Treasurer