

## The constitution of the Students' Union UCL

### Lacrosse Club (Men's)

#### **1. NAME**

1.1 The name of the Club shall be the University College London Men's Lacrosse Club.

1.2 The Club shall be affiliated to the Student's Union UCL.

#### **2. TERMS, AIMS AND OBJECTIVES**

2.1 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.

2.2 The objectives of the Club shall be to train new members, create greater awareness of Lacrosse, and continue development of players with past experience.

2.3 The main activities shall include British Universities and Colleges Sport Leagues (BUCS) matches for Men's Lacrosse teams and/or training at least 2 times a week and an annual tour.

2.4 The Club shall collaborate with University College London Union Lacrosse Club for the arrangement and participation in London Universities Sports League (LUSL) Mixed Lacrosse fixtures.

2.5 The playing colours of the Club shall be light blue and purple.

2.6 There shall be weekly social events.

#### **3. STATEMENT OF INTENT**

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

3.2 The Club stresses that it abides by the Student's 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 Student's Union UCL Men's Lacrosse Club:

4.1.1 Student's Union UCL Full Student Members

4.1.2 Student's Union UCL Associate Members

4.2 All members shall pay an annual subscription to join the Club; the Club committee shall decide the membership fee.

4.3 Membership shall confer onto members the ability to take part in BUCS fixtures for any of the Club's teams in line with BUCS regulations, along with all other playing, training and social privileges as decided from time to time 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 Vice-President

5.1.3 Treasurer

5.1.4 Men's First Team Captain

5.1.5 Men's Second Team Captain

5.1.6 Social Secretary

5.1.7 Equipment Director

5.1.8 Welfare Officer

5.1.9 Any additional roles as set out in Regulation 7: UCL Lacrosse Club Co-Operation or as decided from time to time by the Club Committee.

5.2 All committee must be members of the Club and therefore must pay the full "Team Membership" fee at the start of the year and within two weeks of membership sales becoming available

5.3 They must also be Student's Union UCL Full Student Members.

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

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 Outgoing members of the committee may second candidates for their own position, providing they are not re-running for the same position.

## **6. MANAGEMENT AND JOB DESCRIPTIONS**

### **6.1 The President:**

6.1.1 The President's primary role is laid out in section 5.7 of the Club and Society Regulations.

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

6.1.3 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.

6.1.4 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.

6.1.5 The President shall give a report each term to the relevant Union Officer outlining developments, events, results and future policies for the Club.

6.1.6 Shall sustain Club legacy and keep regular correspondence with the Alumni, in particular the organisation of an annual Alumni fixture.

### **6.2 The Vice-President:**

6.2.1 Shall be in charge of organising the Volunteering activities of the Club. Shall work with the UCL Lacrosse Club Vice-President to co-ordinate Volunteering projects.

6.2.2 Shall be responsible for fundraising activities and shall work with the Treasurer to raise funds for the Club and local charities.

6.2.3 Shall be responsible for the organisation of Mini-Tour and International Tour, finding the most appropriate dates and destination for members of the Club. Shall work with their counterpart at UCL Lacrosse Club to arrange at least one Tour per year to the same destination. The President retains final approval over Tour destination and dates.

6.2.4 Shall absorb the responsibility of the community outreach officer.

6.2.5 Shall provide assistance to the President and Treasurer where required.

### **6.3 The Treasurer:**

6.3.1 The Treasurer's primary role is laid out in section 5.8 of the Club and Society Regulations.

6.3.2 Shall carry out the day-to-day financial duties of the Club, and is responsible to the Union for Club finances to the membership.

6.3.3 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.

6.3.4 Shall maintain a Club account book.

6.3.5 Shall apply for sponsorship and external financing opportunities and be the main point of contact with sponsors to maintain a good relationship.

### **6.4 Men's First Team Captain:**

6.4.1 Shall be in charge of training of the Men's First Team, and of arranging for professional coaching subject to approval by the President and Treasurer.

6.4.2 Shall be responsible for the participation of the Men's First Team in BUCS, in liaison with CSC Staff.

6.4.3 Shall be responsible for organising Wednesday Men's First Team fixtures - for players, umpires and transportation.

6.4.4 Shall be responsible, in collaboration with the equipment director, for issuing, collecting, and tracking club equipment within the Men's First Team.

6.4.5 The Men's First Team Captain should select, in consultation with the President and before the first scheduled fixture of the academic year, a Vice-Captain to assist with the running of the team. The Vice-Captain is not considered part of the Club Committee. The Vice-Captain should come from the Offence if the First Team Captain is from the Defence or vice-versa.

(A) For the purposes of this document, 'Offence' is defined as a player who usually begins a game in the attacking two-thirds of the field. 'Defence' is defined as a player who starts in the defensive third of the field.

6.4.6 Members having played two or more BUCS 1st team fixtures for the Club at any point throughout the current academic year shall have two votes for the same candidate for the election of Men's First Team Captain. All other members shall have one vote.

## **6.5 Men's Second Team Captain:**

6.5.1 Shall be in charge of training of the Men's Second Team, and responsible for communicating with the Men's 1sts captain for ideas on drills and training programmes to ensure a fast progression of skills within the 2nds team.

6.5.2 Shall be responsible for the participation of the Men's Second Team in BUCS, in liaison with CSC Staff.

6.5.3 Shall be responsible for organising Wednesday Men's Second Team fixtures - for players, umpires and transportation.

6.5.4 Shall be responsible, in collaboration with the equipment director, for issuing, collecting, and tracking club equipment within the Men's Second Team.

6.5.5 Members having played two or more BUCS 2nd team fixtures for the Club at any point throughout the current academic year shall have two votes for the same candidate for the election of Men's Second Team Captain. All other members shall have one vote.

## **6.6 Social Secretaries:**

6.6.1 Shall be responsible for social events within the Club, and for liaising with other clubs/societies to organise social events.

6.6.2 The club shall have two social secretary positions.

## **6.7 Equipment Director:**

6.7.1 Shall upkeep an accurate log of all loans of Club owned kit to members.

6.7.2 Shall ensure any unequipped members that come to matches have kit to play in.

6.7.3 Shall be responsible for the allocation of Club numbers to players. Club numbers are assigned for the duration of a member's involvement with the Club.

6.7.4 Shall collect all Club kit at the end of the playing year, and by 31st April at the latest, and work with the President to bring Union and College disciplinary measures against those that do not return their kit.

## **6.8 Welfare Officer:**

6.8.1 The representative should encourage members to join and interact with the society at every level no matter the background, ability, requirements or beliefs of that individual.

6.8.2 The representative should run and promote activities for (but not exclusively):

- Postgraduate students
- Mature students

- Black, Asian and Minority Ethnic Students
- Students with disabilities
- Beginners and new members

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

6.10 The management of the Club shall be vested in the Club committee.

6.11 The Committee must be represented by at least two (2) members on any Tours organised by the Club.

6.12 Committee members are elected to represent the interests and well-being of Club members and are able to be held to account. If Club members are not satisfied by the performance of their representative officers they may call for a motion of no-confidence in line with section 5.6 of the Club and Society Regulations.

## **7. UCL LACROSSE CLUB CO-OPERATION**

7.1 The Club shall work with University College London Union Lacrosse Club (the 'Ladies Club', collectively the 'Clubs') to provide additional services to members of both Clubs.

7.2 A Captain for every team entered by Student's Union UCL into LUSL shall be elected and may come from either the Club or the Ladies Club. This Captain or Captains may attend the meetings of the Committees of both Clubs.

7.2.1 Shall be in charge of training of the relevant LUSL team.

7.2.2 Shall be responsible for the participation of the relevant team in LUSL, in liaison with CSC Staff.

7.2.3 Shall be responsible for organising Sunday fixtures for the relevant team - for players, umpires and transportation.

7.3 The Ladies Club President, or their nominated individual, shall have the right to attend meetings of the Club Committee.

## **9. THE ANNUAL GENERAL MEETING**

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

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

9.3 The election of the Committee for the next session.

9.4 An agenda giving notice of the AGM must be circulated to all Club members at least one term week in advance.

9.5 Opportunities for nominations for Club officers must be posted at least one term week in advance of the AGM and closed 24 hours before the meeting.

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

9.7 The quorum of the AGM shall be 15% of the full membership of the Club or 10 members whichever the greater. If this limit is not reached, no decision taken by the meeting will be official unless the Activities Board has ratified it.

9.8 The meeting should be chaired by the President of the Club or, if the President is unavailable, 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.

9.9 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.

9.10 Voting will be done on a simple majority basis for all matters. Should there be a tie, the vote will be recast with the last placed candidate from the previous round eliminated, repeated until a winner is found. If a tie remains with 2 candidates, the committee will cast the deciding vote on a simple majority basis for all matters. They will consider what is best for the Club.

## **10. RESIGNATIONS**

10.1 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.

10.2 An Extraordinary General Meeting (EGM) must be held and, upon election, the new President/ Treasurer must sign the required President/Treasurers contracts and attend a brief training session with the relevant Union Officer.

10.3 Upon the resignation of any other member of the Club Committee, the remaining members of the Committee may make a new appointment on a simple majority basis. Any member of the Club Committee may refer the appointment to and EGM, as long as such a referral is made before the vote on a new member of the Club Committee

## **11. FINANCE**

11.1 The Club will hold an account with the Union and shall administer this in accordance with the Student's Union UCL financial procedures.

11.2 The Club Treasurer will provide the relevant Union Officer with a detailed budget for the following academic year during the first half of the second term of the academic year.

11.3 Budgets for all events shall be taken to the relevant Union Officer in order to be approved.

## **12. HEALTH AND SAFETY**

12.1 The Club acknowledges its duty of care to its members and will abide by Student's Union UCL's Health and Safety policy.

## **13. THE CONSTITUTION.**

13.1 This constitution shall be binding on the Club Officers and shall only be altered by consent of two-thirds majority of the full members present at a society general meeting. Activities Network Executive shall approve any such alterations.

## **14. MISCELLANEOUS**

14.1 The number 8 has been retired from usage by the Club.

This constitution has been approved and accepted as the Constitution for the University College London Union Men's Lacrosse Club. By signing this document, the President and Treasurer have declared that they have read and abide by the Clubs and Societies Regulations

*President Name: Miles Rowbottom*

*Signature: M.S. Rowbottom*

*Date: 19/06/2020*

*Treasurer Name: Lawrence Adekoya*

*Signature: L.A.*

*Date: 19/06/2020*