**Constitution of** **2019-2020**

1. NAME

The name of this society shall be:

1. AIMS

      aims to

1. MEMBERSHIP
   1. , does not discriminate on the basis of gender/race/sexual orientation/religion/age or disability.
   2. Membership shall be open to all members of Bucks Students’ Union (as laid out in clause 12 of Bucks Students’ Union Constitution).
   3. Members must purchase delete and insert obtain a society online membership for the society and adhere to the policies laid out in the Society Handbook.
   4. Members should/ should not     .delete and insert will abide by their code of conduct.
   5. Members      will pay a subscription of      *(optional) delete*
2. COMMITTEE
   1. The committee shall consist of a minimum of a Chair, Treasurer, Welfare Liaison and a Secretary, each elected by its members and then re-elected annually at an Annual General Meeting (AGM) delete and insert in accordance with our election laws. At this time, committee positions can be eliminated or added by the society’s committee and/or its members. A member of Student’ Union staff must be present at elections delete and insert hustings.
   2. Any member of      who is also a Full Member of Bucks Students’ Union has the opportunity to run or be appointed as a member of the committee.
   3. All       committee members must be in good academic and behavioural standard within the University and attend compulsory Students’ Union training. Delete
   4. If for any reason a committee member cannot fulfil their duties, they may be subject to removal or impeachment by a two-thirds majority vote and/or by the Vice President Student Involvement delete. An election will then be held to fill the vacant position.
   5. The committee will meet at least once a month to discuss any events, duties of committee members and any other issues affecting the society. Meetings will be held on the       of each month unless otherwise agreed by the Committee.
   6. The roles and responsibilities of the Committee members shall be as follows:

4.6.1 THE CHAIRPERSON SHALL:

* + - 1. attend all meetings and events (unless otherwise agreed by the committee)
      2. attend and chair all committee and general society meetings
      3. attend each Societies Council meeting (or send a representative in their absence)
      4. work with the Student Activities department to ensure that       is adhering to all University and Union policies and procedures
    1. THE TREASURER SHALL:
       1. attend all meetings and events (unless otherwise agreed by the committee)
       2. manage the society’s budget and keep track of all society expenses
       3. submit any financial requests to the Societies Finance Committee and the Activities Coordinator (Recreational Sport and Societies).
       4. complete a financial report at the end of each month and present the society accounts at the Annual General Meeting
    2. THE SECRETARY SHALL:
       1. attend all meetings and events (unless otherwise agreed by the committee)
       2. take minutes of all meetings
       3. distribute messages to the society committee and members when required
       4. keep an active and up to date contacts list of all society members
       5. publicise meetings and events
       6. act as Chair and attend all meetings as a society representative in the absence of the Chair
       7. record society attendance and return to Recreational Sport and Societies coordinator within 3 days of the session
    3. THE WELFARE LIASION SHALL:

4.6.4.1 Attend any and all meetings and/or events unless otherwise stated.

* + - 1. Attending Welfare Training.
      2. Talking to members about their welfare concerns.
      3. Signpost to relevant services.
      4. Display information about welfare support.
      5. 4.6.4.6 Helping the committee plan socials that consider all members of the club/society. Insert

(Insert any other committee position here:     )

1. ANNUAL GENERAL MEETINGS / EMERGENCY MEETINGS
   1. An AGM will be held on annual basis in line with the policies in the Societies Handbook. This is where all Committee members will present back to all members the progress/issues that have happened across the year. Change to this
   2. Any amendments and/or ratifications may be made to the constitution at the AGM and with at least two thirds majority vote from its members committee. Once changes to the constitution have been agreed upon, they must be submitted in writing to the Societies Council and Vice President Student Involvement for approval.
   3. The Vice President Student Involvement in agreement with the committee/the committee itself has the right to call an emergency meeting.
2. **Dissolution**

6.1 If the Society fails to function as a society over the course of three years, the money that is sitting in their fundraising account will go to (name a society) or a society that has similar aims. Insert

Formally adopted at AGM on

Signed (Chairperson): ...............................................................................................................

Signed (Supervising Member of Students’ Union Staff): ..............................................................