

# Constitution for ICU SPC Basketball

## 1. Name

- 1.1 The club shall be a member of the Sports Committee.
- 1.2 The name of the Club shall be SPC Basketball, hereafter referred to as 'the club'.

## 2. Aims & Objectives

- 2.1 to create a greater sense of community in the society and encourage social basketball as well as competitive basketball whilst also always looking to improve

## 3. Statement of Intent

- 3.1 The constitution, regulations, management and conduct of the club shall abide by all Imperial College Union Policy, and shall be bound by the Imperial College Union Constitution and Regulations.
- 3.2 The club stresses that it abides by the Imperial College Union Equal Opportunities Policy, and that club regulations pertaining to membership of the club and election to management of the club shall not contravene this policy.
- 3.3 The club shall also be governed by the Management Group Standing Orders where the Management Group is determined the New Clubs Committee in the first instance, then as per the Clubs & Societies Policy.

## 4. Membership

- 4.1 The following shall be eligible to become members of the club:
  - 4.1.1 ICU Full Members
  - 4.1.2 ICU Associate Members
  - 4.1.3 ICU Life Members
- 4.2 Any club member who is a full member of ICU shall be a 'full member' of the club, all other members shall be 'associate members' of the club.
- 4.3 All members shall join the club, a membership fee may be set by the club committee but shall not be less than that specified by the ICU Clubs & Societies Board.

## 5. Committee

- 5.1 Chair
- 5.2 Kit Officer (Duplicate)
- 5.3 Treasurer
- 5.4 Secretary
- 5.5 Digital Officer
- 5.6 Social Secretary
- 5.7 Men's 1st Team Captain
- 5.8 Men's 2nd Team Captain
- 5.9 Men's 3rd team Captain
- 5.10 Women's 1st Team Captain
- 5.11 Women's 2nd Team Captain
- 5.12 Development Secretary
- 5.13 Publicity Officer
- 5.14 Vice President
- 5.15 Tour Officer

## 6. Management and Job Descriptions

- 6.1 The Chair shall represent the club on the Management Group Board, and shall be responsible for making sure that the club is run according to the club constitution and Imperial College Union's Code of Conduct for Clubs, Societies & Projects as far as can be reasonably expected.
- 6.2 The Chair and Treasurer shall sign an ICU Financial Responsibility form, and shall be aware of the ICU Financial Regulations.
- 6.3 The Treasurer shall carry out the day to day financial duties of the club.

# Constitution for ICU SPC Basketball

- 6.4 The Chair shall be responsible for effectively running the day-to-day activities of the club, communicating with the ACC and Sport Imperial and assisting in resolving any issues. Should give incentives for new activities, events and sponsorship deals.
- 6.5 The Treasurer shall be responsible for the finances of the society, particularly approving expenditure regularly and making the budget for the future season. Creates club shop products for training passes, events and trips. Assists in finding external funding opportunities through sponsorship.
- 6.6 The Secretary shall keep the committee and the society updated about decisions and events. This includes taking minutes at committee meetings and administering the email account..
- 6.7 The Men's 1st Team Captain shall run and lead their team to achieve the goals set at the start of the year. Communicates with coaches and organizes all BUCS and LUSL games.
- 6.8 The Men's 2nd Team Captain shall run and lead their team to achieve the goals set at the start of the year. Communicates with coaches and organizes all BUCS and LUSL games.
- 6.9 The Women's 1st Team Captain shall run and lead their team to achieve the goals set at the start of the year. Communicates with coaches and organizes all BUCS and LUSL games.
- 6.10 The Vice President shall assist the president with the running of the society and the committee. Plays a key role in organizing courts for team training and games. Attends ACC meetings when required..
- 6.11 The Social Secretary shall organize the society's social events of the year, including bar nights, tournaments, dinners and other activities. Supports Tour Officer in organizing club tours. Attends all social activities.
- 6.12 The Publicity Officer shall create a sponsorship proposal and reach out to possible sponsors. Should maintain contact with all existing sponsors.
- 6.13 The Development Secretary shall lead the weekly development sessions, teaching fundamentals in a productive environment. Organises and attends recreational LUSL games.
- 6.14 The Women's 2nd Team Captain shall run and lead their team to achieve the goals set at the start of the year. Communicates with coaches and organizes all LUSL games.
- 6.15 The Tour Officer shall organize all tours for the club throughout the year. They may assist the Social Secretary with other society events..
- 6.16 The Digital Officer shall keep all digital platforms representing the club, updated throughout the year. This includes keeping the website, Facebook group and Instagram account up-to-date with promotional content such as game results, league rankings, upcoming tournaments and social events..
- 6.17 The Men's 3rd team Captain shall run and lead their team to achieve goals set at the start of the year. Communicates with coaches and organizes all BUCS and LUSL games..
- 6.18 The Kit Officer (Duplicate) shall organise the purchase of game kits and organise orders for streetwear kit..

## 7. Committee Meetings

- 7.1 Committee meetings shall be called by the Chair of the club and held at least monthly.
- 7.2 At least five College days' notice of a committee meeting must be given to the committee.
- 7.3 Only committee members may vote at a committee meeting, but full and associate members of the club may be invited and speak.
- 7.4 Quorum shall be two-thirds of the committee of the club.
- 7.5 Decision shall be reached by simple majority of the committee members present.

## 8. General Meetings

- 8.1 A general meeting may be called by the club Chair, quorum of the committee or by ten full members of the club; this must be submitted to the Chair in writing. The general meeting must be held within ten College days of receipt of the proposal.
- 8.2 General meetings may only be held during undergraduate term time.
- 8.3 At least five College days' notice of a general meeting must be given to the club membership.
- 8.4 Only full members of the club may vote at general meetings.
- 8.5 Quorum of the meeting shall be half of the full club members.
- 8.6 Decision shall be reached by a simple majority of the full members present.

# Constitution for ICU SPC Basketball

## 9. Annual General Meeting

- 9.1 The AGM shall be held during the second term of the academic year, unless permission is obtained from the Deputy President (Clubs & Societies). The AGM shall have as its main business:
- 9.1.1 The presentation of the report of activities, including financial activities, for the past year.
  - 9.1.2 The election of the committee for the next session.
- 9.2 An agenda giving notice of the AGM must be circulated to all club members at least ten College days in advance.
- 9.3 Nominations for club officers must be posted at least ten days in advance of the meeting and closed before the meeting.
- 9.3.1 Each nomination shall require one proposer and normally 4 seconders who shall be full members of the club.
  - 9.3.2 In the event of there being no nomination for a post within the stipulated time then nominations may be accepted from the floor at the AGM.
- 9.4 The quorum of the AGM shall be half of the full members of the club.
- 9.5 In the event that no person is voted in to a post or of resignation from a position, the Chair will undertake the duties until such time as the post is filled. Elections to fill such a vacant post should take place at a general meeting and shall be subject to the same rules as per AGM.
- 9.6 Further guidance on elections can be found in the Election Regulations for Imperial College Union.

## 10. Finance

- 10.1 The club may receive grant from Imperial College Union and shall administer this and any self-generated income in accordance with the Imperial College Union Financial Regulations.
- 10.2 The club Treasurer will provide the Treasurer of the Management Group with a detailed budget for the following academic year during the first half of the second term of the academic year.
- 10.3 Budgets for events shall be submitted to the Management Group Treasurer and/or the Deputy President (Finance & Services) for inspection and approval in accordance with the Financial Regulations no later than two weeks before the date of the event.

## 11. Health & Safety

- 11.1 The club acknowledges its duty of care to its members and will abide by Imperial College Union's Health & Safety Policy, and Imperial College Union's Code of Conduct for Clubs, Societies & Projects.
- 11.2 The club will submit an annual Risk Assessment to the Deputy President (Clubs & Societies) for its activities.

## 12. Additional Activities

## 13. Constitution

- 13.1 The Constitution shall only be altered by consent of two-thirds majority of the full members present at a general meeting. The Management Group shall approve any such alterations.
- 13.2 This Constitution shall be binding on the club officers and members, and all other constitutions are hereby revoked.
- 13.3 This Constitution has been approved in accordance with 13.1. above, and accepted as the Constitution for SPC Basketball on 26/01/2021 by Kenneth Panteleev and Amanda Barden