

# Constitution for ICU Jiu Jitsu (Aiuchi)

## 1. Name

- 1.1 The club shall be a member of the School of Medicine Committee.
- 1.2 The name of the Club shall be Jiu Jitsu (Aiuchi), hereafter referred to as 'the club'.

## 2. Aims & Objectives

- 2.1 Teach safe, effective and legal self-defence and martial arts techniques to its members, according to the style and philosophy of the Aiuchi Jiu Jitsu Association.  
Act as an ambassador for the Aiuchi Jiu Jitsu Association within Imperial College, and for Imperial College within the Aiuchi Jiu Jitsu Association.  
Promote Jiu Jitsu, and martial arts more generally as a useful tool to achieve personal safety, self-confidence, composure, and fitness, and to deter from the use of violence in all situations except as an absolute last resort.  
Provide opportunities throughout the year for its members to meet and associate with people outside the College walls who share a similar interest in the martial art.  
Provide an inclusive and supportive social group to all its members, and foster an atmosphere of friendship within the society.  
Allow Members opportunities to grade within the Aiuchi Jiu Jitsu Association rank structure.

## 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 Treasurer
- 5.3 Secretary
- 5.4 Social Sec
- 5.5 Member Liaison

## 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.

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## 6.4 The Chair shall

Represent the club on the Management Group Board.

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.

Jointly with the Treasurer, sign an ICU Financial Responsibility form, and be aware of the ICU Financial Regulations.

Oversee the general performance of the management duties of Committee members.

Assign tasks for the running for the Club to other student Committee members.

Provide a summary of the Club's activities over the past year at the Annual General Meeting.

Introduce the candidates for Committee roles ahead of a vote.

Make a recommendation to the Membership as to who they believe is best suited to fulfill each role on the Committee.

Jointly with the Secretary, count and report the results of any and all votes undertaken by either the Committee or the Membership.

Provide assistance to other Committee members unable to carry out their duties..

## 6.5 The Treasurer shall

Ensure that the finances of the Club remain in good order, and alert the Committee of any pending risks to liquidity.

Ensure that Members and visitors to the Club pay their Membership fees (where applicable) and session fees.

Recommend to the Committee the fee structure for Members and visitors to the Club, including any discounted fee packages that might be offered.

Recommend to the Committee the level of Club subsidy available for events, equipment or merchandise purchased for Members of the club.

Authorise reimbursements to costs incurred in carrying out Club business in accordance with regulations stipulated by Imperial College Union.

On request from the Chair or the Committee, provide a statement showing current assets and liabilities, including any agreed expenditure.

Assume the duties of the Chair should the Chair be rendered incapable of performing them..

## 6.6 The Secretary shall

Maintain accurate records of committee meetings and votes, as well as General Meetings and votes.

Prepare the agenda for Annual or Extraordinary General Meetings.

If necessary, prepare and count the ballots for any votes which take place.

Be responsible for the Club's record keeping with regard to members, in accordance with both Imperial College and Aiuchi Jiu Jitsu Association policy.

Maintain the Club's mailing lists and social media accounts (administration of these can be delegated at the Secretary's discretion).

Assume the duties of the Chair should the Chair and Treasurer be rendered incapable of performing them..

## 6.7 The Social Sec shall

Organise social events for Club Members and visitors.

Generally represent the Club well to the Membership.

Assume the duties of the Chair should the Chair, Treasurer and Secretary be rendered incapable of performing them..

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## 6.8 The Member Liaison shall

Be an approachable Member of the club in good standing.

Act as a means of providing anonymous feedback to the Club Instructor or Deputy Club Instructor on teaching issues.

Make themselves available to any Member or visitor who feels that their welfare has been unjustifiably jeopardised by the actions of any Club instructor, Member or visitor. Where they have reasonable grounds to believe that any individual has acted immorally or dangerously, they shall have the right to temporarily suspend that member from the Club pending a Committee review and / or investigation by relevant authorities. Once suspended, such a member may only rejoin the Club following a majority vote by the Committee. There is no immunity from this action for Club Instructors.

Be subject to similar restrictions to the above should the Chair have reasonable grounds to suspect that the Member Liaison has themselves acted immorally or dangerously..

## 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.

## 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.

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- 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

- 12.1 The Committee as a whole shall:
  - Negotiate with Imperial College Union for training slots which are convenient for the Club as a whole and the instructors who will be expected to teach those slots.
  - Provide reasonable assistance to one another for the smooth running of the Club.
  - Vote promptly on any issues which are tabled by any Member of the Club.
  - Vote against any proposals which would violate the letter or spirit of this Constitution unless the Constitution itself is first amended by general vote.
  - Agree on marketing materials used by the Club. These must be subject to the branding requirements set out on behalf of the Aiuchi Jiu Jitsu Association by the (Deputy) Club Instructor.
- 12.2 The Club Instructor shall:
  - Be the highest graded instructor currently assigned by the Aiuchi Jiu Jitsu Association to teach at the Club.
  - Hold a veto over any votes which directly impact training methodology, or grading/course eligibility.
  - Hold a veto over any votes which would automatically disqualify the club from its membership with the Aiuchi Jiu Jitsu Association. This veto will not apply to votes held in accordance with section 15, even if the result will be a forced closure of the club as a result of voting out the Club Instructor.
  - Act at all times in the interest of the Aiuchi Jiu Jitsu Association whilst abiding by any constraints set out in the Constitution.
  - Be an appropriately insured and authorised instructor of the Aiuchi Jiu Jitsu Association, satisfying all requirements regarding criminal record background checks. Proof of these will be made available following a request from the Committee.
- 12.3 The Deputy Club Instructor shall:
  - Be an individual directly appointed by the Club Instructor and qualified as an Aiuchi Jiu Jitsu Instructor in their own right.
  - Not hold a veto except when appointed pro tem to act in place of the Club Instructor.
  - Otherwise abide by the conditions set out under the Club Instructor job description.

## 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 Jiu Jitsu (Aiuchi) on 27/01/2020 by Benedek Stadler and Zhin Ming Tan