

Constitution for ICU Kabaddi

1. Name

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

2. Aims & Objectives

- 2.1 Maintain our standing as a leading university kabaddi team.
- 2.2 Strive to have more Imperial players get selected to the England National Kabaddi Squad.
- 2.3 Endeavour to provide training sessions for people of all skill levels
- 2.4 Build interest in kabaddi at Imperial and nationally through outreach and by running and supporting matches, tournaments and/or leagues.

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 Club Captain
- 5.2 Strength and Conditioning Officer
- 5.3 Treasurer
- 5.4 Secretary
- 5.5 Media and Marketing Officer
- 5.6 Social Secretary
- 5.7 Men's First Team Captain
- 5.8 Women's First Team Captain

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 Club Captain shall represent the club in the Sports Sector management group, 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. They shall oversee the running of the club and delegate appropriately to the committee. They will ensure sponsorship and events are running smoothly, alongside working with the team captains to ensure the teams are run successfully..
- 6.5 The Treasurer shall carry out the day to day financial duties of the club. They shall manage and organise the budget through the year. They will secure payment for events from members and liaise with the President to try and ensure that the club's finances stay strong. They shall try to secure sponsors for the year and will update the sponsorship proposal if necessary..
- 6.6 The Secretary shall send out regular emails to the mailing list and team email thread to ensure everyone is informed as to the running of the club. They are responsible for the administration of the Club under the President and ensuring proper handling of data..
- 6.7 The Media and Marketing Officer shall orchestrate recording and posting of match videos online (YouTube) and other promotional materials as well as secure articles to further promote the club and sport. They shall also explore avenues to obtain support (financial or otherwise) for the club.
- 6.8 The Social Secretary shall be responsible for organising the social events of the club and ensuring that all members feel welcome in the club..
- 6.9 The Men's First Team Captain shall be the main coach for the men's teams' training sessions. They shall coordinate the Men's First Team for any formal fixtures and liaise with the Women's First Team Captain as and when necessary..
- 6.10 The Women's First Team Captain shall be the main coach for the women's team's training sessions. They shall coordinate the Women's First Team for any formal fixtures and liaise with the Men's First Team Captain as and when necessary..
- 6.11 The Strength and Conditioning Officer shall maintain the online presence of the club and give regular updates via social media (such as, but not limited to, Facebook, Instagram, Twitter).

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.

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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 Kabaddi on 08/04/2021 by Torin de Groot and Syazana Hisham