

THE CONSTITUTION OF EDINBURGH UNIVERSITY VOLLEYBALL CLUB

1. NAME

The name of the club shall be the Edinburgh University Volleyball Club (the "**Club**").

2. OBJECT

The object of the Club shall be to encourage participation in the sport of volleyball and enhance the members experience while at the University.

3. TEAMS

The Club is comprised of four competitive teams, ("**Women 1st**", "**Women 2nd**", "**Men 1st**" and "**Men 2nd**", respectively and, together, the "**Competitive Teams**") and one recreational team ("**District**") (the "**Teams**").

The Teams, and the individual members thereof, agree to work collaboratively to further the object of the Club as set out at clause 2 above.

The Club acknowledges that each of the Competitive Teams functions as a team unit respectively, independent from one another but within the overall structure of the Club.

Each of the Competitive Teams has a right and an objective to compete at its highest level and no Competitive Team shall be taken to be subject to the promotion of another Competitive Team to its detriment.

4. MEMBERSHIP

The qualification for membership shall be membership of the Edinburgh University Sports Union and the Scottish Volleyball Association.

5. RELATIONSHIP WITH Edinburgh University Sports Union ("**EUSU**").

The Club shall form a club under the jurisdiction of EUSU. The Club shall send a representative to each meeting of the General Committee of EUSU and may nominate candidates for its officers and its executive committee.

6. CLUB OFFICIALS

The Club may appoint at its A.G.M. an Hon. President and up to 3 Hon. Vice Presidents, all for the period of one year.

The Club officials ("**Officials**") to be elected at the Club AGM shall be formed as the Executive Committee:

Club President
Vice President
Club Secretary
Fixtures Secretary
Treasurer
Publicity Officer
Social Secretary

The following positions will form a subcommittee with the following Executive Committee Members.

Health and Safety Officer –President
Child Protection Officer - President
Alumni Officer - President

Kit Secretary – Club Secretary
Social Secretary – Separate Sub-Committee

The Executive Committee all hold the rights to create their own Sub-Committees in order to strengthen the governance of the Executive Committee.

The following appointments will be appointed by the Head Coaches after the selections in September.

Men's 1st Captain
Women's 1st Captain
Men's 2nd Captain
Women's 2nd Captain
District captain

These will be filled by the Head Coaches or the Executive Committee of the teams until the Captains are selected in September.

7. MANAGEMENT

The affairs of the Club shall be managed by a Committee consisting of the Officials duly elected at its AGM (the "Committee"). Any member of the Club is eligible to be elected as an Official.

The Committee shall have power to fill vacancies that arise, to appoint sub-committees and to co-opt to its number.

The Club President shall be determined at the Club AGM by a vote. Any member of the Club is eligible to be elected as Club President.

The Vice President shall be determined at the Club AGM by a vote. Any member of the Club is eligible to be elected as Vice President.

The Club Secretary shall be determined at the AGM by a vote. Any member of the Club is eligible to be elected as Club Secretary.

8. DUTIES OF THE OFFICERS

a) The Club President holds the final responsibility for all the activities of the Club. The Club President shall control and guide the operations of the other Committee members. The Club President will coordinate the relationship with EUSU and the Edinburgh University Centre for Sport and Exercise ("CSE"). The Club President shall take the chair at all general meetings of the Club and of the Committee. In the absence of the Club President, the Club Secretary shall take the chair. In the absence of both, the chair shall be occupied by the choice of those present.

b) The Club Secretary shall be appointed to keep the minutes and other records of the Club. The Club Secretary is responsible for registering players and Teams for all competitions, where required. The Club Secretary, in collaboration with the appropriate Team captain, shall arrange the transport of the Teams for away matches.

c) The Treasurer shall keep the accounts of the Club, if any, in a proper form and shall attend to such claims for reimbursement from EUSU funds that the Club may have.

The Treasurer shall also be responsible for collecting any monies, subscriptions and the like due by the Club to EUSU and for their timely remittance to the EUSU treasurer.

The Treasurer, in collaboration with the Team captains, shall keep an accurate and current membership list, with the first list completed no later than the end of the second week of training in each semester. The Treasurer shall immediately notify the Club President and the Club Secretary of any changes to the membership list after the expiry of this initial period.

The Treasurer shall maintain and keep up to date a full and complete records of fee payments and any other amount due to the Club from any individual Club member, and shall produce such records forthwith on demand by the Club President or the Club Secretary.

d) The Social Secretaries shall organise any social functions of the Club and ensure that the Club supports any social functions of EUSU.

e) The Alumni Officer shall be a point of contact between the current and past members of the Volleyball Club, and shall encourage all graduating club members to join the EUSU Alumni Association. The alumni officer shall attend the annual Alumni Workshop organised by EUSU and shall act as a point of contact for the EUSU Alumni Association, EUSU Alumni Officer and EUSU Alumni Association Management Committee. The Alumni Officer shall submit regular match reports and Club updates to the EUSU Alumni Officer for publication in Grandstand, the Alumni newsletter.

f) The Publicity Officer is responsible for the organisation and maintenance of the Club website and must actively promote the positive publicity and growth of the Club. The Publicity Officer shall act as a point of contact for EUSU in terms of publicity and attend the annual Publicity Workshop run by the EUSU Publicity Officer. The Publicity Officer shall submit regular match reports and Club updates to the EUSU Publicity Officer for publication on the EUSU website, and in Edinburgh University publications, The Student and The Journal.

g) The **Team captains** will provide a point of contact within each team for the Committee and if required by the Committee for specific issues, for EUSU. Each Team captain shall collaborate with the Treasurer to create a current membership list for their respective Team which will include, for each Team member, the status of any monies due to the Club, with the first list completed no later than the end of the second week of training in each semester. Each Team captain shall immediately notify the Club President and the Club Secretary of any changes to the membership list of their respective Team after the expiry of this initial period.

The Head Coaches will have a period of 6 trial sessions at the beginning of each semester to select teams. Head Coaches will work close together to strive for the development of the teams and also the players individual benefit however they deem fit. This process will be done via the Head Coaches unless a dispute is made in writing to the Club President. The Executive Committee will adjudicate on any disputes and report back to the coaches. Any team which does not have a Head Coach will be represented by their appointed Team Captain.

h) The Kit Secretary shall be a point of contact for the EUSU kit provider and shall select from the kit supplied by them, that which will be available for order by the Club members. The Kit Secretary shall collect the Club members' orders and the relevant monies, and coordinate with the Treasurer to have these paid and reconciled in the Club accounts.

9. AUDITOR

The auditor of the Club, on behalf of EUSU and with a responsibility to report to EUSU if required, shall be the Treasurer.

10. FINANCIAL YEAR

The financial year of the Club shall end on the 31st July in each year.

11. SUBSCRIPTION FUNDS

The Club may charge such subscriptions as its Committee sees fit, from time to time, subject to the rate of any such subscriptions being approved by the General Committee of EUSU, and raise funds for its own use in such other ways as it sees fit. Funds raised in these ways shall be under the control of the Club and not EUSU, but proper accounts shall be kept by the Club Treasurer. Should the Club cease to exist for any reason, its funds shall fall to the general account of EUSU.

a) BANK ACCOUNT

The Club may open a bank account in its name subject to its having first obtained the approval of the General Committee of EUSU.

12. ANNUAL GENERAL MEETING

The AGM of the Club shall be held before the end of the second semester each year.

b) SPECIAL MEETINGS

Special meetings of the Club may be called by any Officer of the Club or by five members of the Club.

c) NOTICE OF GENERAL OR SPECIAL MEETINGS

Notice shall be given at least 7 days before the date of the proposed meeting by means of electronic communication to those members of the Club whose details are currently registered with the Club together with intimation to the General Committee of EUSU.

13. COMMITTEE MEETINGS

The Committee shall meet at least once per month and as often as it seems appropriate. A meeting of the Committee may be called by any officer. A quorum for a meeting of the Committee shall be three.

a) BUSINESS OF THE COMMITTEE

The business of the Committee shall be to consider such matters as it considers appropriate including: team selection (should any dispute arise regarding team selection, the coach whose name appears on the Score Sheet for that match shall have the final decision with respect to that team); fixture planning; recruitment; and the like.

b) The annual estimates shall be prepared by the Treasurer and one other Officer of the Club, but shall be examined by the Committee prior to forwarding by the Treasurer to EUSU for the appropriate further consideration.

Such items of expenditure in these estimates as receive approval by the Finance Committee of EUSU shall be administered by the Treasurer to EUSU out of the income of EUSU whether derived by grant, investment on the Clubs or other means.

14. CLUB COLOURS

Both Men's and Women's team colours shall be predominantly navy blue and/or green.

15. SCOTTISH UNIVERSITIES CHAMPIONSHIPS

All players involved in the Scottish Universities Championships must be matriculated students in full time study at the University of Edinburgh and be members of both the Club and the Scottish Volleyball Association. They do not have to play regularly for the Club.

The squads picked to play in the Scottish Universities Championships will be at the discretion of the Team coaches.

16. NOMINATION FOR SCOTTISH UNIVERSITIES SQUAD

The Club will only nominate playing members for the above squads.

17. BLUES AND HALF BLUES AWARDS

See separate Blues Constitution

18. COLOURS AWARDS

Colours exist to reward those members of your Club who have been excellent Club servants. Colours are not awarded for sporting excellence and are only usually awarded to those in their 3rd or 4th year. The criteria for awarding Colours are long playing service and Club involvement, services over many years in Club organisation, coaching and encouraging new members.

Successful candidates tend to exceed the requirements of their Committee positions.

Nominations are considered during the first and second term meetings only. Colours certificates will be presented at the Blues and Colours Ceremony in May.

As with Blues, the Committee should decide whether to nominate members for Colours.

19. ALTERATION OF CONSTITUTION

This Constitution may be altered by a majority of two thirds of those Club members present at any Special or General meeting of the Club but are subject to ratification by the General Committee of EUSU and the next subsequent AGM of EUSU.

20. INTERPRETATION

In the case of a conflict of interpretation between the provisions of this Constitution and that of EUSU or its bye laws, the provisions of the EUSU Constitution and its bye laws shall prevail.

Approved at the Club AGM, 3 April 2015

Club President

Club Secretary

Treasurer