

THE CONSTITUTION OF
EDINBURGH UNIVERSITY SUB-AQUA CLUB

1. NAME

The name of the Club shall be the Edinburgh University Sub-Aqua Club.

2. OBJECT

The object of the Club shall be to encourage the sport of Self-contained underwater breathing apparatus (SCUBA) diving and associated activities.

3. MEMBERSHIP

The qualification for membership shall be membership of Edinburgh University Sports Union.

4. RELATIONSHIP WITH E.U.S.U.

The Club shall form a Club under the jurisdiction of E.U.S.U. The Club shall send a representative to each meeting of the General Committee of E.U.S.U. and may nominate candidates for its officers and its Executive Committee.

5. COMMITTEE AND NON-STUDENT MEMBERS

1. The Club Committee consists of 10 full members to be elected at the Annual General Meeting (A.G.M.) The positions are:

- President
- Diving Officer
- Club and Membership Secretary
- Treasurer
- Training Officer
- Assistant Training Officer
- Social Secretary
- Expeditions Officer
- Equipment Officer
- Publicity, Alumni and Fundraising Officer

Only student members shall be eligible to hold committee positions. In cases when the Dive Officer is not a student they are not a committee member but they are still responsible for the oversight of diving activities in the club. Only full club members shall be eligible to nominate, second nominate or vote.

Diving Officer position –

Any Club member may nominate, second nominate and vote on the Diving Officer position. In the event that no student member is qualified to fulfil the duties of Diving Officer, the position of Diving Officer may be held by an approved Non Student member.

If this person does not reach the BSAC Diving Officer qualifications a suitably qualified mentor shall be nominated at the AGM to work with the new Diving Officer.

Any full positions not filled at the A.G.M. may be co-opted by those elected.

Vacancies during term of office can be filled on agreement of 5 Committee members.

2. Full non-student membership of the Club shall be limited to 25% of the total membership.

3. Non-students, in excess of 25%, who wish to continue to support the Club shall be given Patrons status. Any money accepted from Patrons will be received as a donation. Patrons will be kept in touch with the Club through a newsletter.

6. MANAGEMENT

The affairs of the Club shall be managed by a Committee consisting of the officers of the Club duly elected at its A.G.M.

The Guidelines for membership, fees and regulations of the Club shall be kept in a separate document called the Edinburgh University Sub-Aqua Club Guidelines and Policies.

The Committee shall have the powers as laid down by B.S.A.C. rules.

7. DUTIES OF OFFICERS

In addition to such duties as are consistent with the position of President in the Sport of Sub-Aqua, the President shall take the chair at all General meetings of the Club and of the Committee;

a) The Diving Officer shall take the chair in the absence of the President; in the absence of both, the chair shall be occupied by choice of those present.

b) The Secretary shall keep the minutes and other records including an accurate membership list .

c) The Club Treasurer shall keep the accounts of the Club, if any, in a proper form and shall attend to such claims for reimbursement from Sports Union funds that the Club may have. The Club Treasurer shall also be responsible for collecting any monies, subscriptions and the like due by the Club to the Sports Union and to the timely remitting of them to the Sports Union Treasurer.

d) Alumni Tasks :

Attend yearly Alumni Workshop run by the Alumni Officer of the Sports Union
Act as the liaison between alumni members of your Club and current members of your Club

Be the first point of contact for the EUSU Alumni Association, EUSU Alumni Officer, EUSU Alumni Association Management Committee

Submit regular Club updates to the EUSU Alumni Officer for publication in Grandstand (the Alumni Newsletter).

Actively encourage all graduating Club members to join the Alumni Association.

Publicity Tasks :

Attend yearly Publicity Workshop run by the Publicity Officer of the Sports Union

Be in charge of running and updating a useful Club website

Submit regular Club updates to the EUSU Publicity Officer for publication on the website and to Student and the Journal

Be the first point of contact for the Sports Union in terms of publicity issues

Actively promote the publicity and growth of your Club

8. AUDITOR

The auditor to the Club shall be the Treasurer to E.U.S.U.

9. FINANCIAL YEAR

The financial year of the Club will be in line with the financial year of the E.U.S.U. and is subject to change accordingly.

10. 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 E.U.S.U., 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 the Sports Union but proper accounts shall be kept by the Club Treasurer; should the Club terminate for any reason its funds shall fall to the general account of E.U.S.U.

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 E.U.S.U.

b) REFUNDS

Refunds for subscriptions or other charges must be approved by 5 members of the committee and only granted under exceptional circumstances.

11. ANNUAL GENERAL MEETING of the Club shall be according to the timetable laid out annually by the E.U.S.U.

b) SPECIAL MEETINGS of the Club may be called by any Committee member or by five members.

c) NOTICE OF GENERAL OR SPECIAL MEETINGS shall be given at least 7 days before the date of the proposed meeting by means of notices on the boards customarily used by the Club, together with intimation to the General Committee of E.U.S.U.

12. COMMITTEE MEETINGS

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

a) BUSINESS OF COMMITTEE

The business of the Committee shall be to consider such matters as it considers appropriate including recruitment and the like.

b) The annual estimates shall be prepared by any two officers of the Club but shall be examined by the Committee prior to forwarding to the Treasurer to E.U.S.U. for the appropriate further consideration.

Such items of expenditure in these estimates as receive approval by the Finance Committee of E.U.S.U. and the Athletics Committee of Court shall be administered by the Treasurer to E.U.S.U. out of the income of the Sports Union whether derived by grant, investment income, levy on the Clubs or other means.

13. BLUES AND HALF BLUES AWARDS

See separate Blues and Half Blues Constitution

14. COLOUR AWARDS

Colours exist to reward those members of the Club who have been excellent Club servants. Colours are not awarded for sporting excellence and are only usually awarded to those in their 3rd, 4th or 5th 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 Club Committee should decide whether to nominate members for Colours

15. ALTERATION OF CONSTITUTION

This Constitution may be altered by a majority of those present at any Special or General meeting of the Club but subject to ratification by the General Committee of E.U.S.U. and the next subsequent A.G.M. of E.U.S.U.

16. INTERPRETATION

In the case of a conflict of interpretation between the provisions of this Constitution and that of E.U.S.U. or its by-laws, the provisions of the E.U.S.U. Constitution Bye-Laws shall prevail.

15. These rules are subject to B.S.A.C. Constitution Branch Rules. As we are a B.S.A.C. special branch, B.S.A.C. Constitution is applicable.