

BYE-LAW 24 – Constitution of the Athletic Union

- B24.1** General Provisions
- B24.1.1 In this Constitution the following expressions will have the meaning hereby assigned to them:
- B24.1.1.1 Athletic Union – Lancaster University Athletic Union
 - B24.1.1.2 BUSA – British Universities Sports Association
 - B24.1.1.3 Students’ Union – Lancaster University Students’ Union
 - B24.1.1.4 University – Lancaster University
 - B24.1.1.5 President – The Sabbatical President of the Athletic Union
 - B24.1.1.6 Manager – The Training and Development Manager
- B24.1.2 The Athletic Union is a sub-committee of the Union Council.
- B24.2** Objectives of the Athletic Union
- B24.2.1 The objective of the Athletic Union shall be the promotion of competitive sport within the University and assistance to sporting activities.
- B24.2.2 The promotion of competitive sport includes BUSA, Inter College Leagues, Carter Shield events, George Wyatt leagues, Lancashire Cup and Roses tournaments.
- B24.3** Membership of the Athletic Union
- B24.3.1 All full members of the Union, through purchase of the Purple Card, who are paid up members of the affiliated sporting clubs, shall be full members of the Athletic Union.
- B24.3.2 Associated membership of the Athletic Union is open to any persons covered under Section 7.3.1 of the Union Constitution and inline with the AU Policy:
- B24.3.2.1 Associate Members of the Students Union
 - B24.3.2.2 Any member of the public, staff and assistant staff, providing that:
 - B24.3.2.2.1 The Clubs Executive committee allows such members
 - B24.3.2.2.2 The Club Constitution allows such members
- B24.3.3 Only full members are eligible to participate in BUSA events.
- B24.4** Conditions of Membership to the Athletic Union
- B24.4.1 Bye-law 24, Constitution of the Athletic Union, also Bye-law 25 Athletic Union Code of Conduct and Disciplinary Procedures, and Athletic Union Policy Document bind all members of the Athletic Union.
- B24.4.2 All members of the Athletic Union are also bound by the Lancaster University Constitution and the Constitution of the Students’ Union.

B24.4.3 All breaches of policy shall be dealt with at the correct level within the University or the Students' Union following the guidelines outlined within each Constitution.

B24.5

Athletic Union Clubs

B24.5.1 The Athletic Union shall include the following clubs, provided that they are participating in competitive sport and that their constitution has been submitted to the Executive Committee and approved by Union Council:

- B24.5.1.1 American Football (Lancaster Bombers)
- B24.5.1.2 Archery
- B24.5.1.3 Association Football Men's
- B24.5.1.4 Association Football Women's
- B24.5.1.5 Badminton
- B24.5.1.6 Basketball Men's
- B24.5.1.7 Basketball Women's
- B24.5.1.8 Boat (Rowing)
- B24.5.1.9 Canoe
- B24.5.1.10 Cricket Men's
- B24.5.1.11 Equestrian
- B24.5.1.12 Fencing
- B24.5.1.13 Frisbee
- B24.5.1.14 Golf
- B24.5.1.15 Hockey Men's
- B24.5.1.16 Hockey Women's
- B24.5.1.17 Judo
- B24.5.1.18 Karate
- B24.5.1.19 Korfball
- B24.5.1.20 Lacrosse
- B24.5.1.21 Netball
- B24.5.1.22 Rugby League
- B24.5.1.23 Rugby Union Men's
- B24.5.1.24 Rugby Union Women's
- B24.5.1.25 Sailing
- B24.5.1.26 Ski and Snowboard (LUSASC)
- B24.5.1.27 Squash
- B24.5.1.28 Swimming and Water Polo (LUST)
- B24.5.1.29 Table Tennis
- B24.5.1.30 Tennis
- B24.5.1.31 Volleyball

- B24.5.2 Any group wishing to form a club affiliated to the Athletic Union shall submit a request to the Athletic Union, who will consider the request and if agreed shall make a recommendation to the Union Council.
- B24.5.3 No club in any branch of sport shall use the name 'Lancaster University' as part of its title unless it is a club recognised by the Union.
- B24.6** Decision making process
- B24.6.1 The President shall make day to day decisions, if need be, with consultation with the Sports Co-ordinator and the Manager.
- B24.6.2 The AU Committee that is formed from the Officers of the AU (B24.7.1) shall develop and construct any Policy changes and be a consultation base for the President on day to day decisions.
- B24.6.3 The Executive Committee (as detailed in B24.7.2) shall implement any Policy changes, will carry out any Disciplinarys, and shall assist with the decision making process as directed or required by the President.
- B24.6.4 A General Meeting shall decide on any major issues and decisions that affect the whole membership.
- B24.7** Officers of the Athletic Union
- B24.7.1 The officers of the Athletic Union shall be as follows:
- B24.7.1.1 Athletic Union President (sabbatical officer of the Students' Union)
- B24.7.1.2 Athletic Union Non-Sabbatical Officer
- B24.7.1.3 Inter College Chairpersons (2 individuals)
- B24.7.2 The Athletic Union President with the Non-Sabbatical Officer and Inter College Chairs will form part of the Executive Committee. Another 7 members of the Athletic Union will form the complete committee when decisions have to be made. The 7 members will be randomly selected from the 31 AU Club Presidents/Chairpersons that do not have a vested interest with the matter in hand.
- B24.7.3 The President shall be elected annually by a cross campus ballot at the same time as the other Students' Union sabbatical officers as specified in Section 12.6 of the Union Constitution and his/her term of office shall be specified in Section 12.8(a) of the Union Constitution.
- B24.7.4 The Athletic Union Non-sabbatical officer shall be elected under the terms of Section 12.8 of the Union Constitution and his/her term of office shall be as specified in Section 12.8(b) of the Union Constitution.
- B24.7.5 The Inter College Chairpersons shall be selected from the current years Sports Reps within an Inter College Committee meeting and shall hold their post for one year.

- B24.7.6 No person may hold more than one position on the Executive simultaneously.
- B24.7.7 The Sports Co-ordinator shall be present at all Athletic Union General meetings in an advisory capacity, but with no voting rights.
- B24.7.8 The Director of Sport and the Manager or his/her nominee may attend the meetings specified in B24.8 and B24.9, but shall have no voting rights.
- B24.8** Annual General Meeting
- B24.8.1 The Annual general meeting shall be held in the second half of the summer term.
- B24.8.2 The order of the Annual General Meeting shall be:
- B24.8.2.1 The quorum, which shall be 90% attendance of affiliated clubs, with at least one member present from each affiliated club in attendance;
- B24.8.2.2 Minutes of the last Annual General Meeting and any General Meetings held since the last Annual General Meeting shall be ratified;
- B24.8.2.3 Matters arising from those minutes;
- B24.8.2.4 Annual report of the Athletic Union President;
- B24.8.2.5 Matters arising from the report;
- B24.8.2.6 Motions before the meeting in the order the Chair decides to take them
- B24.8.3 Notice will be posted in the Students Activities office, sent via e-mail, and posted on the Notice Boards within the Students' Union.
- B24.9** General Meetings
- B24.9.1 The AU Officers and the Sports Co-ordinator, together with the entire club executives shall attend all General Meetings. The officers and officials listed in Section 23 of the Union Constitution have the right of attendance. Written apologies must be submitted to the Sports Co-ordinator or President no later than noon on the day of the General Meeting.
- B24.9.2 Members of clubs other than the club executives may attend General Meetings as Observers and may speak with the permission of the meeting.
- B24.9.3 The Chair of the General Meeting shall be the President or his/her nominee.
- B24.9.4 There will be a General Meeting during both the first weeks of the Michaelmas Term and Lent term.
- B24.9.5 The General Meeting shall have the power to mandate the President to undertake actions as decided by that Meeting, subject to ratification by Union Council.
- B24.9.6 The minutes of all Athletic Union General Meetings shall be submitted to Union Council.

- B24.9.7 Notice of a General Meeting shall be the same as above B24.8.3. A General Meeting requires 7 days prior notice until the Meeting is held.
- B24.10** Business of a General Meeting
- B24.10.1 Any full member of the Athletic Union can submit a motion for discussion and resolution at a General Meeting provided it has been handed to the President at least 3 working days before the date set for the meeting.
- B24.10.2 Amendments may be made to any motion without previous notice.
- B24.10.3 All motions and amendments must be proposed and seconded by full members of the Athletic Union, who must be present at the meeting.
- B24.10.4 The Chair is the interpreter of the constitution for the meeting. An appeal may be made under Section 21 of the Union Constitution.
- B24.11** Emergency General Meetings
- B24.11.1 An Emergency General Meeting of the Athletic Union may be called by request of 15 full members of the Athletic Union, handed in to the President, or at the discretion of the Executive Committee.
- B24.11.2 The Chair shall be the President of his/her nominee.
- B24.11.3 Notice shall be the same as for the Annual General Meeting.
- B24.12** Policy Decisions
- B24.12.1 All decisions made by the following shall be binding on all clubs, subject to ratification by Union Council:
- B24.12.1.1 A General Meeting (by simple majority);
- B24.12.1.2 The Executive Committee (simple majority)
- B24.13** Club Finances
- B24.13.1 The Manager, in conjunction with the President, will be responsible for distributing funds between the clubs. This shall be on the basis of achieving stated aims and objectives and assessed through interviews and applications for Club Status Forms.
- B24.13.2 Failure to complete the Club Status Form by the specified date will result in the club being allocated the bare minimum of funding. Failure to attend the Club Status Meeting will result in all funding being withdrawn for one year.
- B24.14** Code of Conduct
- B24.14.1 The Code of Conduct will apply to all members of the constituent clubs of Lancaster University.
- B24.14.2 The Athletic Union Code of Conduct and Disciplinary Procedures is Bye-law 25 and incorporates Dress Codes, Behaviour expectations, Responsibilities, and Disciplinary Procedures.

B24.15

Club Administration

- B24.15.1 The Secretary of each club shall keep a minute book in which business taken at each meeting of that club shall be entered. The club executive may be required to submit a report of the term's work and progress of the club to the President of the Athletic Union during the year. Failure to submit a report, if asked to do so by the President, will constitute grounds for discipline under Section 22 of the Union Constitution.
- B24.15.2 The Executive Committee must be allowed access to the minutes of any affiliated club on request. Failure to comply will constitute grounds for discipline under Section 22 of the Union Constitution. The Executive Committee shall be informed in advance of the date and venue of the Annual General Meeting of each club.
- B24.15.3 The finances of each club are held within LUSU and shall be kept in line with Students' Union financial regulations.
- B24.15.4 All clubs must have at least three executive committee members elected for the new academic year by the date of their club status meeting. These must include Chairperson/Club Captain, Treasurer and Fixtures Secretary. Failure to do so will result in the club being unable to affiliate for the next academic year.
- B24.15.5 Any club may make special rules of its own, providing in all cases they do not contravene any of the general rules of the Athletic Union or the Union Constitution and its bye-laws and they are reported in writing to the Sports Co-ordinator.
- B24.15.6 Clubs must affiliate at least the number of members they need to field the teams supported by the Athletic Union; i.e. Men's Football will need to affiliate at least 39 members to field 3 teams.

B24.16

Injury

- B24.16.1 The Athletic Union holds a negotiated agreement of Personal Accident Insurance whereby each paying member is covered for injury to him/herself while playing for Lancaster University Athletic Union. Details about the cover provided are available upon request from the Student Activities office.

B24.17

Tournament Committee

- B24.17.1 The Tournament Committee is responsible for the organisation and smooth running of any Tournaments that Lancaster University choose to enter through the Athletic Union.
- B24.17.2 The Tournament Committee can be selected from anyone in the University and has no limit on membership and will be chaired run by the President with help from the AU Non-Sabb.
- B24.17.3 The Tournament Committee once convened must elect roles to make the body effective. The Committee should contain, at least, a Secretary and a Publicity officer.

- B24.17.4 The Committee can be selected at any time in the year and can be re-selected for each separate Tournament. The President must select a time to organise the selection process and must ensure that it is advertised across campus.
- B24.17.5 The Sports Co-ordinator shall be a member of the Tournament Committee but without voting rights.
- B24.18** Athletic Union Awards
- B24.18.1 Colours
- B24.18.1.1 Colours to be awarded as set down in the Athletic Union Colours Criteria.
- B24.18.2 Team of the Year
- B24.18.2.1 To be awarded to the team that has progressed the furthest in competition that they possibly can. If more than one team has progressed as far as they can a shortlist is to be drawn up by the Athletic Union President and to be voted on by the Executive Committee.
- B24.18.3 Club of the Year
- B24.18.3.1 To be awarded to the club that has excelled both on and off the field. To have attended and completed all required meetings and tasks in line with the AU Policy Document and the Constitution. A shortlist to be drawn up by the Executive committee. Each AU club has one vote.
- B24.18.4 Presidents Award
- B24.18.4.1 To be awarded to the club/team/individual of the Athletic Union Presidents choice.
- B24.19** Urgent Business not covered by the constitution
- B24.19.1 The Executive committee may carry out any urgent action necessary to carry out Athletic Union business not covered by this Constitution, but must report such action to the next General Meeting.