

Schedule Seven

Sports Union Schedule

1. Name

- 1.1 The name shall be the Sports Union.

2. Memberships

- 2.1 There shall be the following classes of members:
- i) Ordinary Members: All students of the Union, as defined in the Constitution of the Students' Union, on payment of the annual subscription
 - ii) Life Members: The Sports Union President will become a life member upon entering office
 - iii) Associate Members: Associate Memberships are available as provided for in the constitution of the Students Union (Section 6.2) on payment of the appropriate subscription. It shall be open to the Sports Union Executive Committee to limit the number of such members to a total not exceeding that of the ordinary members.

3. Conditions of Membership

- 3.1 On payment of the annual subscription the following conditions will apply:
- i) Only Ordinary Members of the Sports Union shall have the right to vote at meetings of the Sports Union and to be elected to the Sports Union Executive Committee or any Committees of the Sports Union.
 - ii) Membership of individual sports clubs shall be subject to such by-laws as the Sports Union Executive Committee shall agree on from time to time.
 - iii) The rate of subscription for the categories of members listed above shall be decided yearly by the Sports Union Executive Committee and presented to its Annual General Meeting (AGM), taking account of all financial considerations, including inflation, VAT etc.
 - iv) Subscriptions will be payable in advance of membership in the current academic year. All members on payment of the annual subscription will be issued with a membership card.
 - v) If the amount due from any Ordinary, or Associate, Member in respect of the subscription remains unpaid after 1 October, unless the Sports Union Executive Committee otherwise direct, cease to be a member of the Sports Union.
- 3.2 Resignations
- i) A member may resign at any time by writing to the Sports Union President
 - ii) Any person will, on ceasing to be a member of the Sports Union forfeit all right to claim upon the Sports Union but they will still remain liable for any monies or property then owing them to the Sports Union.
 - iii) All resignations shall be noted at the next meeting of the Sports Union Executive Committee

4. Insurance

- 4.1 All members of the Sports Union will be covered by a Personal Accident Insurance Scheme as agreed between the Sports Union and insurance brokers. The Chief Executive of the Students' Union will hold details of the policy and the cover provided.

5. Executive Officers

- 5.1 The Executive Officers of the Sports Union will be the Sports Union President, Sports Communications Officer, Sports Participation and Engagement Officer as well as the Health Promotions Officer.
- 5.2 The term of Office for each officer in the Sports Union shall run for one year commencing 1 June of each year and terminate on 31 May the following year. They shall be elected in accordance with the Election & Referenda Schedule (Schedule Two) of the Students' Union.
- 5.3 The officers of the Sports Union will be members of the Executive Council of the Students' Union as provided for in the constitution of the Students' Union and shall carry out the duties incumbent upon them as provided for in the Officer Profiles Schedule (Schedule Three)

6. Committees

- 6.1 Sports Union Executive Committee
 - i) The Sports Union Executive Committee will consist of the following:
 - a) The officers as defined in Section 5.1
 - b) Union President
 - c) Two Sports Club Presidents, elected by a quartile Sports Union Meeting
 - d) Three ordinary Sports Union members, elected by a quartile Sports Union Meeting
 - e) The Chief Executive of the Students' Union, or appropriate representative (In Attendance)
 - f) A representative of Sports Development Scotland (In Attendance)
 - ii) The Sports Union Executive Committee's responsibilities shall include, but not be limited to, the following:
 - a) To undertake the general administration of the Sports Union which can include the forming and amending of by-laws
 - b) To ensure that each club operates in line with the Sports Union Policy Statement, Code of Conduct and Finance Schedule (Code One, Two and Three).
 - c) To oversee the financial affairs of the Sports Union, including the compilation of annual estimates, negotiations with the University and disbursement of funds to Sports Clubs within the Union.
 - d) To implement any business arising from a General Meeting of the Sports Union or the Union.
 - e) To recommend for approval, any necessary and appropriate expenditure to the Finance and Resources Committee of the Students' Union.

- f) To report to the Trustees Board of the Students' Union as may be required by the Trustees Board and in accordance with the constitution of the Students' Union.
 - iii) The Sports Union Executive Committee shall operate as follows:
 - a) The Sports Union Executive Committee will meet at least once during semester.
 - b) The quorum shall be half plus one of the total membership of the committee
 - c) Any part-time Sports Union Officer may call an emergency meeting of the Committee provided that a quorum of officers request such a meeting, in writing, and 24 hours' notice of the meeting is given.
 - d) Only full members of the Sports Union Executive Committee shall have a vote and in case of a tie, the Sports Union President shall have the casting vote.
 - e) Any member wishing to resign from the Sports Union Executive Committee must do so in writing to the Union Secretary. All resignations shall be noted at the next meeting of the Sports Union Executive Committee.
- 6.2 Presidents' Forum
- i) Membership of the Presidents' Forum shall include:
 - a) The Sports Union Executive Committee
 - b) The President of each Sports Club, or their representative
 - ii) The Presidents' Forum shall operate as follows:
 - a) The Presidents' Forum will meet at least once a month during semester
 - b) The Presidents' Forum shall advise the Sports Union Executive Committee and discuss matters which any club feels pertinent to bring to the attention of the members of the Sports Union Executive Committee.
 - c) Attendance at Presidents' Forum meetings will be required of all clubs. Non-attendance may result in the suspension of club funds or the imposition of a fine.
 - d) The Sports Union President will act as the chair. The Chair will call the meetings of the Presidents' Forum.
 - e) The following will be standing items of the Presidents' Forum agenda:
 - i. Fundraising
 - ii. Events
 - iii. Publicity
 - iv. Facilities and Equipment
 - v. Issues causing concern for Clubs
 - vi. Sports Union Announcements
 - f) The Sports Union President may appoint ad-hoc committees to address specific issues as and when required. Membership of these committees will be taken from the membership of Presidents' Forum.
 - g) The Sports Union President will chair, and convene, all ad-hoc committees.
 - h) The ad-hoc committees will report back with recommendations to Presidents' Forum.

6.3 Blues and Colours Awards Committee

- i) Membership of the Blues and Colours Awards Committee shall be as follows:
 - a) Sports Union President
 - b) Sports Communications Officer
 - c) Sports Participation and Engagement Officer
 - d) Health Promotions Officer
 - e) The Chief Executive of the Students' Union, or appropriate representative
 - f) A representative of Sports Development Scotland
- ii) The Committee will meet in March each year to discuss the awarding of Blues and Colours
- iii) The Blues and Colours Committee shall be chaired by the Sports Union President, all members shall have an equal vote. In the case of a tie, the Sports Union President shall have the casting vote."

7. Discipline

- 7.1 The memberships of the Discipline Committee and the disciplinary procedures are set out in the Discipline Code (Schedule Six) of the Constitution of the Students' Union

8. Amendments to the Sports Union Schedule

- 8.1 This schedule, and the codes associated to this document, may be added to, amended or replaced only if approved by a quorate General Meeting of the Students' Union.
- 8.2 Any proposed amendments shall require the support of two thirds of those present and entitled to vote in order for it to be carried.
- 8.3 Any proposed amendments must be submitted to the Students' Union office 10 University days prior to the General Meeting of the Students' Union. Any proposed amendments shall require the support of two thirds of those present, to be carried.
- 8.4 All proposed changes to the Schedule or codes will appear, in full, on the agenda for the meeting at which they will be considered and shall be displayed prominently at least five University days prior to that meeting.