

Minority Sexual and Gender Identities (MSGI) Society Constitution

Academic Year 08/09

- 1.0 Name of the Society
- 1.1 The Society's name shall be the University of Bradford Union
Minority Sexual and Gender Identities (MSGI) Society
- 2.0 Aims and Objectives of the Society.
 - a) Support
 - b) Representation
 - c) Welfare
- 2.1 How you expect to achieve these
 - a) Weekly Meetings in a safe and accessible space
 - b) Run campaigns on campus, local and national levels
 - c) Safe socials (including Allsorts, Scene visits and non-alcoholic)
 - d) Conferences (including Bradford conference and NUS)
 - e) Hold an awareness week
 - f) Liaise with other local LGBT societies and charities
- 3.0 Membership of the Society
- 3.1 Membership of the Society will be open to all members of the Union in accordance with the Union constitution.
- 3.2 Individuals who are not members of the Union may participate in Society activities by joining as an associate member.
- 3.3 Society members must act according to the Union's equal opportunities policy.
- 4.0 Society Subscriptions and Finance
- 4.1 All members are required to pay a membership fee of £2 which is administered centrally from the sports and societies office.
- 4.2 The Sports and Societies Officer will give each Society a budget proportionate with their membership and need.
- 4.3 This money shall be held in the Society budget account which is reset to zero at the end of each academic year.
- 4.4 Other monies, including membership fees shall be held in the Society private account which cannot be overdrawn.
- 4.5 Union members shall receive no direct or indirect payment, except for legitimate expenses incurred in connection with Society business.

5.0 Society Officials

5.1 An executive committee will conduct the Society's administration. This committee shall not operate autonomously, planning activities, buying equipment and administering other Society matters must satisfy all members.

5.2 The committee will consist of the following officers who shall be full members of the Union:

- President
- Secretary
- Treasurer
- » Social Secretary
- « Group Representatives (see 5.5)

5.3 The executive committee will serve for one complete academic year.

5.4 Committee elections will be conducted by week 8 of semester 2. The new committee should serve along side the old committee for the remainder of semester 2 to promote the efficient 'hand-over' of the Society and to provide a period of apprenticeship for the new committee, overseen by the existing committee.

5.5 Group Representative roles can be added by the society at any time (providing at least 1 candidate for the position) by a two-thirds majority at an annual or ordinary general meeting of the Society. As a minimum positions will be available for Gay Men's, Gay Women's, Bi-sexual and Trans Reps.

5.6 If any positions attract no candidates then it is permissible for other executive members to temporarily fill the position (as well as their own) until any member(s) wishes to run for the position at which time procedures should be followed to call an election for the post.

6.0 Duties of Society Officials

6.1 The Society President is responsible for:

- Ensuring the welfare of all members of the society*
- Providing adequate provision for all members in the program of events.*
- Submitting a report in weeks 12 (semester 1) and 15 (semester 2) on the activities of the Society to the Sports And Societies Officer.*
- Publicising the complaints procedure to members.*
- Ensuring that the Society's committee includes the officers named in 5.2*
- Other duties as agreed with the Society Committee*

6.2 The Society Secretary is responsible for:

- Administering the membership of the Society.*
- Providing secretarial support to the committee and issuing the minutes of meetings to Society members.*
- Other duties as agreed with the Society Committee.*

6.3 The Society Treasurer is responsible for:

- Administering finances in accordance with Union procedures.*
- Producing a financial plan for the academic year.*
- Producing an annual budget proposal.*
- Other duties as agreed with the Society Committee*

6.4 The Society Social Secretary is responsible for:

Organising of all Society socials

Allsorts (society club night)

Organising and chairing the Allsorts sub committee

Other duties as agreed with the Society Committee

6.5 The Society Group Representatives are responsible for:

Ensuring their group is represented in the social and political activities of the society

Ensuring the welfare of all members of the society

Aiding the social sec in creating social events

Keeping up to date with relevant political issues and communicating them to the society

Facilitating relevant campaigns

Liaise between relevant political groups and the society

Organising relevant speakers and political debates

Other duties as agreed with the Society Committee

7.0 Meetings

7.1 An annual general meeting is required in the second semester to elect a committee for the following year. Society members should be given at least one-week notice of the AGM.

7.2 The Society President must call regular ordinary general meetings. A minimum of three days notice is required.

7.3 Regular committee meetings are required to discuss all Society matters. All Society members must have access to copies of the minutes accompanying these meetings.

8.0 Voting

8.1 This will take place for the election of Society officials and any issue that the Society deems of importance.

8.2 Only Society members will be entitled to vote.

9.0 Changes to Society Constitutions

9.1 Changes can be implemented if approved by a two-thirds majority at an annual or ordinary general meeting of the Society.

10.0 Complaints Procedure

10.1 This procedure is to allow Society members to raise complaints about issues which might include the following:

- Safety of Society activities.
- Poor Society administration
- Disregard to the Union's Equal Opportunities policy.

Complaints should initially be addressed to the Society President. If this does not prove satisfactory a written complaint should be made to the Sports And Societies Officer. A reply will be received within seven days. If this reply is unsatisfactory then a written complaint should be made to the UBU Internal Affairs Officer who will deal with the complaint in accordance with Union's Complaints Procedures.

11.0 Union Commitments

11.1 Two representatives from each Society are required to attend Societies Federation Council meetings. Only one representative per Society has voting rights, any Society member may participate as an onlooker and this member may have speaking rights.

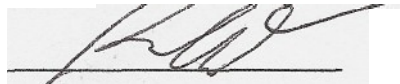
12.0 Declaration

12.1 The UBU Society *Minority Sexual and Gender Identities (MSGI)* is a democratically governed organisation in the entire absence of any discrimination in regard to gender, colour, race, ethnic or national origin, age, disability, socio-economic background, religious or political beliefs or affiliation, marital status, family responsibility, sexuality or other inappropriate distinction.

We the undersigned understand that if any of the above statement is not adhered to the above Society will be referred to Union Council and may be disbanded and banned from the UBU. If for any reason individual societies feel that they cannot sign this statement then a written statement detailing the reasons why must be submitted to the Sports & Societies Officer.

12.2 As an elected executive committee member I agree to abide by and enforce the rules of the Society Constitution and the Union's Equal Opportunities Policy.

PREsroENT ^



SECRETARY

TREASURER

SOCIAL SECRETARY

GROUP REPRESENTATIVES

Group

Signature

Gay Men's

Gay Women's

Bi-sexual

Trans

^ í w - 4 2 ^

12.3 SPORTS AND SOCIETIES OFFICER

(For approval)

DATE