**Constitution Template:**

**Anime Club/ Society Constitution**

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14. **Name**
	1. The Club/Society's name shall be FATSoc society

2.0 **Aims and Objectives**

* 1. The aim of the Club/Society shall be to provide an environment where anime/film enthusiasts can get together to socialise and discuss current, classic and future anime/films
	2. The aim of the Club/Society also includes providing a space where anime/film enthusiast can watch anime together
	3. The aim shall be achieved by providing a space and time where members can meet up to achieve those aims
1. **Membership**
	1. Membership of the Club/Society will be open to all members of SGSU in accordance with SGSU Constitution and Policy.
	2. Members of the Club/Society shall act in accordance with SGSU Constitution and Policy.

4.0 **Subscriptions and Finance**

4.1 A membership fee is required from all Club/Society members. The Club/Society Officials shall determine this fee and are responsible for its collection.

* 1. The Club’s/Society’s financial matters shall be dealt with in accordance with SGSU Constitution and Policy.
1. **Club/Society Officials**
	1. An elected committee will conduct the running of the Club/Society.
	2. The committee shall ensure that the Club/Society abides by this Constitution.
	3. The committee will consist of the following officers who shall

be members of SGSU:

* President/Captain: Vafie Sheriff/MustafaDashti
* Treasurer: Naireen Asim
* Secretary:
	1. The committee will serve for one academic year.
1. **Duties of Club/Society Officials**
	1. The Club/Society President/Captain is responsible for:
* Finding a suitable space for the societies meeting
* Setting the time and dates of societies meeting
* Leading of discussion and selections of films and animes to be present at society
* To attend SGSU council meetings as required
* To make sure that the society follows the SGSU constitution and policy

* 1. The Club/Society Treasurer is responsible for:
* Controlling all the monies spent
* Signing of expense forms
* Retaining receipts of all expenses
* Funding for trips and excursions
* Controlling all income through fundraising or other means
	1. The Club/Society Secretary is responsible for:
* Organizing date and time of meetings
* Keeping the society aware of all important news in the world of anime and manga
* Minutes for meetings
* Taking attendance for meetings held

7.0 **Meetings**

7.1 The Club/Society Committee shall meet regularly during term time.

7.2 Regular Committee meetings are required to discuss all Club/Society matters. Minutes shall be made available to SGSU for ratification.

8.0 **Voting**

8.1 This will take place for the election of Officials and any other issue that the Club/Society deems of importance.

* 1. Only Club/Society members will be entitled to vote.
	2. The results of any election shall be passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity.

9.0 **Changes to the Club/Society Constitution**

* 1. Changes can be implemented if a two-thirds majority is obtained at an annual or extraordinary general meeting of the Club/Society.
	2. Any changes shall be deemed provisional until passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity and subsequently ratified.
1. **Clubs/Societies Complaints Procedure**
	1. Any complaints shall be dealt with in accordance with SGSU Constitution and Policy.
2. **SGSU Commitments**
	1. The Club/Society shall adhere to SGSU Constitution and Policy

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1. **Discipline**
	1. Any disciplinary matters shall be dealt with in accordance with SGSU Constitution and Policy.
2. **Declaration**

**I declare that the …………Club/Society shall abide by this**

**Constitution, drawn up on this …th day of the …th month, 20..**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Club/Society*  *President***

Sign, Print and Date

**I declare that this Constitution has been ratified by SGSU and the**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Club/Society is hereby recognized by SGSU**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***SGSU Sports/Societies Officer***

Sign, Print and Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***SGSU General Secretary***

Sign, Print and Date