

# **Physio Society Constitution**

**Contents**

1. Name
2. Aims and Objectives
3. Membership
4. Subscriptions and Finance
5. Club/Society Officials
6. Duties of Club/Society Officials
7. Meetings
8. Voting
9. Constitutional Changes
10. Complaints Procedure
11. SGSU Commitments
12. Discipline
13. Declaration
14. **Name**
    1. The Society's name shall be PhysioSoc

2.0 **Aims and Objectives**

* 1. The aim of the Club/Society shall be

1. Integration of all Physiotherapy Years between one another
2. Integration of all Physiotherapy Years into the SU and with other courses at SGUL
3. Promote professionalism and career development in our members
4. Provide a connection for Alumni of the University to aid in networking opportunities, supporting both members and former members in continued professional development (CPD)
5. Collective Fundraising for Charities associated with the University
   1. The aim shall be achieved by
6. Social events
7. CPD/academic events
8. Hearing from guest speakers (including but not exclusive to Alumni)
9. Fundraising events
10. Increased focus on making Mums and Dads successful
11. **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
* Vice President
* Vice President
* Treasurer
* Secretary
* Social Events Organiser
* Social Events Organiser
* Academic Events Organiser
* Communications Officer
* Fundraising and Charity Officer
* X 5 Committee Member (without affiliated duties)
  1. The committee will serve for one academic year.

1. **Duties of Club/Society Officials**
   1. The Society President/Captain is responsible for:

* Representation/spokesperson for the society within SU/University
* Ensure the committee functions properly
* And ensures the Society is managed effectively
  1. The 2 Society Vice-Presidents is responsible for:
* Supporting the President in carrying out his/her duties as outlined above
  1. The Society Treasurer is responsible for:
* General Financial Oversight
* Advise on fundraising
* Budgeting
* Financial Reporting
* Banking and Book-Keeping
* Representation/spokesperson for the society within SU/University
  1. The Society Secretary is responsible for:
* Ensuring meetings are effectively organised and minuted
* Maintaining effective records and administration
* Upholding constitutional requirements
* Communication and correspondence
  1. The Society Social Events Organiser are responsible for:
* Plan/Deliver/Evaluate Society Social Events
* Book any venues or other items required for Society Events
* Chair any subcommittee meetings for specific Social Society Events
  1. The Society Academic Events Organiser is responsible for:
* Plan/Deliver/Evaluate Society Academic Events
* Book any venues or other items required for Academic Events
* Chair any subcommittee meetings for specific Academic Society Events
  1. The Society Communications Officer is responsible for:
* Maintaining function of Society Social Media Groups/Pages
* Write and Edit content on Social Media Groups/Pages
* Assist other members with the Marketing of the Society and its Events
  1. The Society Fundraising and Charity Officer is responsible for:
* Plan/Deliver/Evaluate Fundraising Events
* Book any venues or other items required for Fundraising Events
* Liase with the Treasurer with regards to correct handling of any monies.
* Maximise Fundraising opportunities at other Society Events
* Chair any subcommittee meetings for specific Fundraising Society Events
* Act in accordance with SGSU Constitution and Policy with regards to Fundraising
  1. The X5 Society Committee members (without affiliate duties) are responsible for:
* To attend a set proportion (as decided by the above officers) of monthly committee meetings plus AGM
* To play an active role in supporting the above officers
* To attend and assist in subcommittees of their choice that may occur throughout the year as designated by the above event officers.

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.

7.3 Minutes shall be sent to each committee member after each meeting by the note taker for that meeting.

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

.

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

**I declare that the Physio Society shall abide by this**

**Constitution, drawn up on this 11th day of the 06th month, 2016**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_C Patterson\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 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**