

# University of Bristol Students Union Anime and Science Fiction Society Constitution

2011-2012

## 1 Name

- a The name of the Society shall be the UBU (University of Bristol Students Union) Anime and Science Fiction Society.
- b The Society shall be recognised by the University of Bristol Students Union.

## 2 Aims

To bring together people who share an interest in anime and/or sci-fi, for discussion and socialising.  
To introduce its members to new anime and sci-fi.  
The society shall abide by the Unions Equal Opportunities and Harassment Policies, and any other policies laid down by the Unions Board of Trustees.

## 3 Membership

- a Full membership is open to all full members of the Union by application to the society.
- b Associate membership is open to all other persons who are associate members of the Union.
- c Not less than two-thirds of the Society members shall be full members of the Union.
- d The secretary shall keep a list of all members, differentiating between full and associate members. The secretary shall inform the UBU Societies Officer of the membership of the Society each year.
- e There shall be a subscription fee levied for membership, which shall be fixed at the discretion of the committee being no less than the minimum rate demanded by the Societies Exec. The Committee is not exempt from this membership fee.
- f The Committee shall have the power to remove a member from their society if they believe them to have violated the Unions Equal Opportunities and Harassment Policies, and any other policies laid down by the Unions Board of Trustees. The decision is subject to ratification by the Societies Exec. The appeals process shall be that laid down in the Union Byelaws.

## 4 Privileges of Membership

- a Only members may sit on the committee.
- b All categories of membership shall have equal rights of voting, attending meetings etc.

## 5 Committee

- a There shall be a society committee which shall be the executive decision making body of the society.
- b The President of the Committee shall be a full member of the Union.
- c The Committee shall be responsible for the general and financial policy of the Society, subject to such rules as laid out in the Unions Constitution and Byelaws, and any rulings made by the Societies Exec.
- d Quoracy for committee meetings shall be set at 50% of the post filled positions plus one.
- e All committee meetings must be minuted by the secretary (or other committee member if they are unavailable) and the minutes circulated to the committee before the next committee meeting.
- f The committee is comprised of:
  - i **President** - Responsible for General Running of the society, including arrangements for fresh and the guide entry
  - ii **Vice-President** - Responsible for assisting the President and sourcing new anime, manga and Sci-Fi
  - iii **Treasurer** - Responsible for organising the society finances, budgeting for events and room bookings
  - iv **Secretary** - Responsible for society administration, contacting society members though E-Mail to announce meetings and events, managing the Mailing List, taking minutes at General Meetings and managing other forms of communication with the society (such as a Facebook group)
  - v **Conventions Officer** - Responsible for organising trips to Anime or Science Fiction conventions.