



# **Cambridge University Powerlifting Club Constitution**

**2024-2025**

**Version 1**

## 1. Name

- a. The name of the Club shall be “Cambridge University Powerlifting Club”, or simply “CUPLC”, and hereafter referred to as “the Club”.

## 2. Objectives

- a. The Club’s aims shall be two-fold:
  - i. To assemble a men’s and a women’s teams of powerlifters to compete against Oxford in the Men’s and Women’s Powerlifting Varsity Match respectively.
  - ii. To educate, train, and support its members in the sport of Powerlifting.
  - iii. To encourage its members to compete in competitive Powerlifting.

## 3. Membership

- a. Full membership is granted to those who fulfil the following conditions.
  - i. The candidate is a student, alumni, fellow or academic staff of University of Cambridge. University of Cambridge Sport Centre staff are also eligible.
  - ii. The candidate agrees to the Club’s code of conduct.
  - iii. The annual membership fee is paid by the candidate and approved by the Junior Treasurer.
- b. Partial membership is granted to external members, defined as candidates who are not students, alumni, fellow, academic staff or University of Cambridge Sport Centre staff.
  - i. External members are not permitted to represent Cambridge University at any competitions and are not entitled to receive any of the university subsidies. Barring these exceptions, partial membership includes all other privileges that full membership has.
- c. All Memberships of the Club shall be open to all eligible candidates regardless of their race, gender, sexuality, religious beliefs, or political views.
- d. There shall be an annual membership fee, which shall be set at the discretion of the committee.
  - i. Alumni annual membership fee shall also be set at the discretion of the committee.
  - ii. External annual membership fee shall also be set at the discretion of the committee.
- e. Upon request, entry to General Committee meetings will be free and open to all members of the club as observers of the meetings.
  - i. The date and the location of the meetings shall be advertised two weeks in advance.
  - ii. A written request to join the meeting should be given to the President a week in advance.
  - iii. Minutes of these meetings shall be recorded and made available to any member upon request.
- f. In exceptional circumstances, the committee reserves the right to refuse membership.



- i. A written explanation shall be given to the member.

#### 4. The Committee

- a. The committee shall consist of full members of the club and shall be composed as follows.
  - i. The Executive Committee shall consist of the following:
    - 1. President, Men's Captain, Women's Captain, Junior Treasurer, Secretary.
  - ii. The Committee shall consist of the following:
    - 1. The Executive Committee and the Social Secretary, Stash Officer, Webmaster, Social Media Officer, Health & Safety, and two Welfare Officers of different gender representations.
    - 2. Alumni Relations Officer commencing 24/25.
- b. Day-to-day management of the Club shall be in the hands of the Committee, which shall normally be elected at the Annual General Meeting (AGM).
- c. The President may co-opt non-voting members onto the General Committee positions at any time.
  - i. The committee position shall already be empty, or it shall be shared with the member already sitting at the role.
  - ii. More than two thirds of the total Committee must vote the member into position within 30 days for the member to remain in post.
- d. All posts shall be elected by the members of the Club as Section (6 f).
- e. The elected members of the Executive Committee shall be full-time undergraduate or postgraduate students reading at the University.
- f. Full-time and part-time undergraduate or postgraduate students as well as alumni of the University may run for any of the General Committee positions.
- g. Election to any of the posts within both Executive Committee and General Committee is open to people of all religions, races, genders, sexual orientation, and political views.
- h. Meetings of the Executive Committee shall be chaired by the President. In the absence of the President, a chairperson shall be selected from the Executive Committee by the President. The quorum for a meeting of the executive committee shall be four members and a written record of each meeting shall be kept by the Club's Secretary.

#### 5. Committee Changes

- a. At a Committee meeting, a challenge to a post on the Executive must have at least two thirds of the total Committee present in favour of the motion. Following a successful challenge to any of these offices, an EGM must be called, in accordance with Section (6 f).
- b. A Committee member may be expelled from the Committee provided that at least two thirds of the total Committee present are in favour of the motion.
- c. An ordinary member may, if they are willing, be co-opted onto the Committee provided that at least two thirds of the total Committee present are in favour of the motion. If no such majority is obtainable, an EGM may be called in accordance with Section (6 f).



- d. In the event of a member of the Executive resigning, a Committee member may be co-opted into the vacant position provided that at least two thirds of the total Committee present are in favour of the motion. If no such majority is obtained an EGM shall be called in accordance with Section (6 f).

## 6. General Meetings

- a. The Club shall hold an AGM during each academic year. The AGM shall be held in Cambridge during Easter Full Term. All members shall be entitled to attend and vote at any General Meeting. At least fourteen days written notice shall be given to members before the AGM.
- b. The AGM shall approve Minutes of the last General Meeting and the Club's Accounts for the preceding year, elect the Executive Committee for the year ahead and conduct such other business as is necessary.
- c. Candidates for election to office shall be proposed and seconded by two other members. Every motion at a General Meeting shall be proposed and seconded by two members. Voting shall be by secret ballot and if there are more than two candidates for a post or more than two options on a motion, voting shall be by Single Transferable Vote.
- d. The chair of the meeting may not vote.
- e. In the case of a tie, the chair shall have the option of a single casting vote.
- f. An Extraordinary General Meeting (EGM) may be held at any time during Full Term. It shall be held in Cambridge and may be called by the Executive Committee or at the written request of at least ten members. Twenty-one days written notice shall be given to members before an EGM is held. An EGM shall have the same powers as an AGM.
- g. The President shall take the Chair at any General Meeting. In the absence of the president, the president shall nominate a member of the executive committee as chair. The quorum for a General Meeting shall be five members and a written record of every General Meeting shall be kept by the Secretary.

## 7. Financial Matters

- a. The Club shall maintain a banking account with a suitable Bank or Building Society to hold the Club's funds.
- b. It shall be the responsibility of the Junior Treasurer to ensure that monies received are properly accounted for, that the Club's financial records are kept in good order, and that the audited accounts are sent to the Junior Proctor annually as a requirement for registration.
- c. The Senior Treasurer shall make arrangements for the Club's Accounts to be properly audited, either by themselves, or by some other person approved under University Ordinances.
- d. The Senior Treasurer shall not be liable for any financial debt or other obligation of the Club unless they have personally authorised such a debt in writing.
- e. For so long as the Club shall be registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Club complies with the requirements for Registration as a University Club.



## 8. Amendments

- a. The Constitution may be amended at a General Meeting.
- b. Amendments will be proposed and elected as motions as in Section (6 c).
- c. In exceptional circumstances to bring the constitution into agreement with the University of Cambridge Department of Sport's directives, the constitution may be voted on by members in an electronic secret ballot.

## 9. The Varsity Match

- a. There shall be two annual competitions between Cambridge University Powerlifting Club and Oxford University Powerlifting Club.
- b. One Cambridge Men's team and one Cambridge Women's team shall compete against one Oxford Men's team and one Oxford Women's team respectively.
  - i. Competitors must be members of their respective clubs.
  - ii. Competitors must be matriculated students of a College and officially registered on a degree course recognised by the University.
- c. Responsibility for the organisation of the Women's and Men's Varsity Matches shall alternate between the Executive Committees of the Club and Oxford University Powerlifting Club.
  - i. Deviations from this arrangement are permitted so long as a majority of the Club's Executive Committee are in favour.
- d. The Club's teams shall be selected from the Club's members by the President and Captains.
  - i. Selection for the Club's Varsity Teams shall be based on merit.
  - ii. Considerations for injury and availability shall also be made.
- e. The rules of competition will be the most recent version of the IPF Technical Rules Book.
- f. Changes to the rules of the Men's and Women's Varsity Matches must be agreed upon at least 6 weeks in advance of the competition date.
  - i. The majority of the Executive Committee must vote in favour of the motion.
  - ii. Written and signed agreement must be shared with the Executive Committee of the Club and Oxford University Powerlifting Club.
- g. In the case of alterations of the Varsity Match rules by Oxford University Powerlifting Club with no prior written agreement by CUPLC, the Club has no obligation to compete and may declare both Varsity Matches null and void at the discretion of the Executive Committee.



## 10. Hodgson-Ghareeb Tankards

- a. The Men's Hodgson-Ghareeb tankard and Women's Hodgson-Ghareeb tankard shall be awarded to the man and woman with the highest powerlifting total recorded that academic year.
- b. The Hodgson-Ghareeb tankards shall be awarded at each AGM.

## 11. Dissolution

- a. The Club may be dissolved at a General Meeting provided that at least Twenty-one days written notice of the intention to dissolve the Club has been given to the members. At least two thirds of those present and voting at the General Meeting must vote in favour of the motion for Dissolution for it to be effective. Dissolution must be proposed by a member of the executive committee.
- b. Any motion for Dissolution of the Club shall provide that assets remaining after all liabilities have been met shall be transferred to another Registered University Club.

## 12. Complaints Processes

- a. Prior to submitting a written complaint members should, where possible and appropriate, first discuss any concerns that they may have in relation to club activities with a member of the Executive Committee, Club Welfare Officers, or relevant team captain so that a suitable informal resolution may be considered. If not possible or appropriate, or an informal resolution cannot be agreed, then the member should follow the complaints process identified in the remainder of this clause.
- b. Prior to submitting a written complaint, members should refer to the University Sports Club Incident Pathway (Students/Adults) to determine the complaints procedure(s) that should be followed. Advice on the appropriate procedure(s) may be sought, in confidence, from the Club or Sports Service Welfare Officer(s) whose contact details can be found in the Club Welfare Policy.
- c. Where a club level complaint is indicated, this must be submitted in writing to the Executive Committee in an expedient manner. Complaints should be treated confidentially and must not be distributed publicly.
  - i. The Executive Committee will acknowledge receipt of any written complaint within 7 days.
  - ii. The Executive Committee will meet to review the complaint within 21 days of receipt to determine what information, response or action is required. The Executive Committee will also agree an appropriate timescale for the process to be completed. This will be communicated to the complainant within 7 days of the meeting taking place.
  - iii. Where indicated by the University Sports Club Incident Pathway (Students/Adults), or when agreed by the Executive Committee as the



appropriate course of action following their meeting, the complaint will be referred to the Senior Treasurer who will conduct an investigation.

- d. Complaints against a member(s) of the Executive Committee may be lodged with the Senior Treasurer, or, where a further conflict of interest arises, with the Sports Service who will advise on the appropriate procedures depending on the nature of the complaint.
- e. The Executive Committee may also trigger the complaints process in the event of an observed or alleged breach of the Club Code of Conduct.

### 13. Disciplinary Processes

- a. Subject to the remainder of this clause 13, the Executive Committee, in consultation with the Senior Treasurer, shall have the authority to expel or to suspend a member or members whose actions are felt to be such as to bring the Club into disrepute, or materially harm or present a risk of material harm to the interests of its members.
- b. The Executive Committee, in consultation with the Senior Treasurer, may also take other disciplinary action in respect of a member of the Club, commensurate with the seriousness of the offence.
- c. In line with clause 12, written notice of any investigation by the Senior Treasurer will be provided within 28 days of a complaint being received. In the case of serious misconduct, the Club Executive Committee, in consultation with the Senior Treasurer, may suspend a member pending the outcome of the investigation.
- d. The member against whom a complaint has been made will be given an opportunity to make written or oral representations, following the conclusion of any investigation, before a decision is taken regarding expulsion. The expulsion of a member can only be effected, following a majority vote of all Executive Committee members.
- e. In the event of an expulsion, the excluded member is required to return all equipment, documents and finances belonging to the Club within 7 days. They will not be entitled to any full or partial refund of annual subscriptions.
- f. If a member who has been excluded, suspended or subject to other disciplinary action pursuant to this clause wishes to appeal the decision, that appeal should be made to the Secretary of the University Sports Committee who will convene a Review Group from members of the Sports Committee/Sub-Committees. The Review Group will consider the investigation process and the facts of the case, and their decision will be final.



## 14. Equipment

- a. The Health and Safety Officers with the agreement of the Executive Committee, have the power to revoke an individual's right to use CUPLC equipment.

## 15. Grievances

- a. The club shall have a grievance procedure, through which any member may object to any decision made by the administration and force a review of that decision.
- b. A member shall not be disadvantaged in any way as a consequence of appealing a decision.
- c. A copy of the grievance procedure shall be available to any member.
- d. The grievance procedure and any changes to it must be approved by majority vote at a General Meeting.

## 16. Policy Changes

- a. Major policy changes proposed by the President or Exec should be presented to the Committee for consideration (and if appropriate a formal vote) unless there is insufficient time to do so. In the latter case the decision taken should be reviewed by the Committee at the next opportunity.
- b. Decisions made by the current or by a previous Committee may not be reversed without a vote by the Committee, or AGM, or EGM, except in an emergency requiring action by the President before a Committee meeting could be called.
- c. A motion is carried if more people vote for it than against; a motion is not carried if more people vote against it than for it, except where stated otherwise.

## 17. Declaration

- a. The Club, hereby adopts and accepts this constitution as its current constitution regulating actions of its members and will also comply with all University and legal requirements.

