

Constitution

Name

The University of Portsmouth Diving and Underwater Club, herein, the UPDUC or Dive Club.

Aims/Objectives

- To offer as many members as possible the opportunity to qualify and further their training in SCUBA Diving activities.
- To provide the opportunities for any diver of any level to go diving in a safe and enjoyable manner.
- To follow the safe diving practices of the BSAC and conform to the PADI standards and any other diving regulatory bodies that the Dive Club may use.
- To uphold the UPSU ethos in all activities that the UPDUC conducts in order to enhance the student experience.

Membership

Anyone is allowed to join the UPDUC.

Anyone wanting to join the UPDUC must complete a UPSU Clubs/Societies Membership Form from the Membership Secretary and pay the appropriate membership fee as determined by the committee on an annual basis.

Membership applications will be valid from the 1st day of the academic year or when the member signs their membership form to the day prior to the start of the next academic year.

Membership is non-refundable and may only be appealed through the UPSU.

UPDUC and the UPSU reserve the right to refuse membership in line with UPSU rules.

Meetings

Committee meetings to be held at least once a month which will be open to all members and additionally as required. A minimum of 50% of the committee must be present in order for the meeting to be held and 75% of committee to be present for voting to take place.

Annual General Meeting (AGM) will be held once per year in the month of April/May. Members of the club will be notified of the AGM date a minimum of 21 days prior. Nominations for committee positions will open a minimum of 21 days prior to the AGM date. Voting is allowed by fully paid members by a closed ballot. If possible, online voting will be made available. In the event of a tie, the President will call an Extraordinary General Meeting (EGM) for a further vote for such positions.

Extraordinary General Meeting (EGM) will be called as required and open to all members of the club.

Positions of Office (Committee)

President (Chairman for purposes of the BSAC)

Treasurer

Secretary (including fundraising)

Diving Officer

Membership Secretary

Advanced Training Officer

Training Officer

Equipment Officer

Boat Officer

Social Secretary

Finance

The club shall hold two accounts with the UPSU.

The 'A' account will be used for the daily operating of the club including purchasing of kit, membership funds, kit hire, etc.

The 'B' account will be used for any money raised for the club through fundraising activities or from social activities.

The Treasurer is responsible for the upkeep of all accounts relating to the UPDUC and paying money in to the relevant accounts as required.

For all expenditure, two signatories must complete paying out forms. Authorised signatories for each academic year will form from the President, Treasurer and one other as selected by the President. These three members must sign the UPSU mandate in the first week of the autumn term.

Alterations to the Constitution

Any changes to this constitution must be discussed at a committee meeting approved by the majority (with voting if required). The UPDUC code of practice and Boat operating requirements must also be amended as required with approval from the committee (with voting if required).

Dissolution

As the UPDUC does not own any of its equipment, the club may wind up without any need for asset management and any equipment or monies relating to the UPDUC shall remain the property of the UPSU.