



ACC General Meeting

Monday 26th November 2012
18.00, Pippard Lecture Theatre, Sherfield Building
South Kensington Campus

Chaired By: Jake Woods

Agenda

1. Apologies for Absence
 - a. None Received
2. Minutes of previous meeting 15th October 2012
 - a. See Appendix I.
3. **Chair's Business**
 - a. Rounders' Constitution (see Appendix II)
 - b. Club Reports
 - c. Union Gym Store
 - d. Storeroom Keys
 - e. Membership Targets
 - f. BUCS Proposal Update (see Appendix III)
4. **Treasurer's Business**
 - a. Finances – the usual moaning and groaning
 - b. Clubs in Financial Trouble
5. **Vice Chair's Business**
 - a. Barnights
 - b. Improvements, Comments or Suggestions
6. **Any Other Business**

Appendix I



ACC General Meeting

Monday 15th October 2012
18.00, Lecture Theatre 3, Blackett Laboratory
South Kensington Campus

Chaired By: Jake Woods

Minutes

1. Apologies – non received.
2. **Bar Night** –
 - a. First Bar Night is on **Wednesday 7th November**
 - b. Drink tokens are available for beer and wine, and possibly spirits
 - c. We are negotiating the possibility to open 568 or Union Dining Hall to reduce crowdedness in Metric
 - d. **ACTION**: Please send suggestions for fancy dress ideas to Gilles:
acc.vc@imperial.ac.uk
 - e. Second Bar Night planned on Wednesday 5th December
3. **Dormancy** decisions for Filipino Martial Arts, Rounders and Fives:
 - a. **Filipino Martial Arts**: majority voted for dormancy, for 3 months.
 - b. **Fives**: majority voted for dormancy; Fives to reach membership of 10 members by the next ACC meeting (in November)
 - c. **Rounders**: majority voted for dormancy; Rounders to achieve membership target by June (last ACC meeting of the year)
4. **Treasurers' business**
 - a. **ACTION**: Please can all club chairs and treasurers sign and return the finance form ASAP if you have not done so already
 - b. Please be aware that all clubs need to meet their membership target
 - c. Plan for a E-activities training session for Chairs and Treasurers was well received – **ACTION** Esther to organise this and send out more information
5. **Contingency** – Water Polo applied for £240 from the ACC Contingency Pot.
 - a. Will they be given £240? **15 voted YES, 19 voted NO**
 - b. Will they be given £120? **22 voted YES.**
 - c. Outcome: Water Polo club will be given £120 from the ACC Contingency Pot, on the basis that their womens' weekly extra 30 min training session will occur
6. **Excess grants from the last ACC meeting** –

- a. will be re-distributed to clubs who have achieved more than their membership target last year.
 - b. Money will be re-distributed based on the percentage of membership target achieved.
 - c. Money will go into their SGI soon.
 - d. **ACTION:** Jake to send out the email again regarding this.
7. **ACC End of Year Black Tie Dinner** will be back this year!
 8. **Key** to the equipment cupboard in the Beit basement (room 30) is missing – **ACTION:** Jake to look into this
 9. **Martial Arts Action Group** – all martial arts clubs interested in this please contact Emma from Shorinji Kempo (emma.king10@imperial.ac.uk)
 10. **BUCS clubs** to meet Tuesday 16th October regarding the merge

Appendix II*Athletics Clubs' Committee*
Rounders' Constitution Approval**Constitution for ICU ACC Rounders****1. Name**

- 1.1. The club shall be a member of the Athletic Clubs
- 1.2. The name of the Club shall be ACC Rounders, hereafter referred to as 'the club'.

2. Aims & Objectives

- 2.1. To build a cohesive team capable of competing at a high enough standard to represent Imperial College at various official Inter-university tournaments, including National tournaments such as SESSA.
- 2.2. To obtain at least 20 members by the end of the summer term.
- 2.3. To introduce the sport to people who would be interested in playing or who have not previously encountered it e.g. international students
- 2.4. To enable students with common interests to meet and socialise with each other.
- 2.5. To ensure the club is sustainable for future students to take over and ultimately run.
- 2.6. To run at least 1 training session a week with more in the summer term(weather dependent).
- 2.7. To attend/compete in at least 3 annual competitions.
- 2.8. To build relationships with other university teams with the goal of playing regular friendly matches
- 2.9. To liaise with Rounders England throughout the running of the club
- 2.10. To organise regular social events including an Annual dinner

3. Statement of intent

- 3.1. The constitution, regulations, management and conduct of the club shall abide by all Imperial College Union Policy, and shall be bound by the Imperial College Union Constitution and Regulations.
- 3.2. The club stresses that it abides by the Imperial College Union Equal Opportunities Policy, and that club regulations pertaining to membership of the club and election to management of the club shall not contravene this policy.
- 3.3. The club shall also be governed by the Management Group Standing Orders where the Management Group is determined the New Clubs Committee in the first instance, then as per the Clubs, Societies & Projects Policy.

4. Membership

- 4.1. The following shall be eligible to become members of the club:
 - 4.1.1. ICU Full Members
 - 4.1.2. ICU Associate Members
 - 4.1.3. ICU Life Members
- 4.2. Any club member who is a full member of ICU shall be a 'full member' of the club, all other members shall be 'associate members' of the club.
- 4.3. All members shall join the club, a membership fee may be set by the club committee but shall not be less than that specified by the ICU Clubs & Societies Board.

5. Committee

- 5.1. Captain
- 5.2. Vice Captain
- 5.3. Treasurer
- 5.4. Social Secretary
- 5.5. Secretary

6. Management and Job Descriptions

- 6.1. The Chairman shall represent the club on the Management Group Board, and shall be responsible for making sure that the club is run according to the club constitution and Imperial College Union's Code of Conduct for Clubs, Societies & Projects as far as can be reasonably expected.
- 6.2. The Chairman and Treasurer shall sign an ICU Financial Responsibility form, and shall be aware of the ICU Financial Regulations.

- 6.3. The Treasurer shall carry out the day to day financial duties of the club.
- 6.4. The Captain shall complete the administrative documentation required by ICU
- arrange weekly training sessions and matches
 - ensure each committee member fulfils their duties
 - arrange regular meetings with committee members
 - encourage regular attendance and enthusiasm for Rounders
 - promote the club to try and gain new members
 - ensure the club is financially stable.
 - organise the Annual General meeting.
 - help organise social events.
- 6.5. The Vice Captain shall help the Chair with the general running of the club (see above)
- 6.6. The Treasurer shall ensure the club is financially stable.
- make claims on behalf of committee members.
 - arrange payments for affiliation fees to Rounders England and match fees.
- 6.7. The Social Secretary shall help organise social events including an Annual dinner
- 6.8. The Secretary shall arrange the Clubs diary (matches and socials) send out club emails help the chair with the administrative documentation & Take minutes at meetings.

7. Committee meetings

- 7.1. Committee meetings shall be called by the Chair of the club and held at least monthly.
- 7.2. At least five College days' notice of a committee meeting must be given to the committee.
- 7.3. Only committee members may vote at a committee meeting, but full and associate members of the club may be invited and speak.
- 7.4. Quorum shall be two-thirds of the committee of the club.
- 7.5. Decision shall be reached by simple majority of the committee members present.

8. General meetings

- 8.1. A general meeting may be called by the club Chair, quorum of the committee or by ten full members of the club; this must be submitted to the Chair in writing. The general meeting must be held within ten College days of receipt of the proposal.
- 8.2. General meetings may only be held during undergraduate term time.
- 8.3. At least five College days' notice of a general meeting must be given to the club membership.
- 8.4. Only full members of the club may vote at general meetings.
- 8.5. Quorum of the meeting shall be half of the full club members.
- 8.6. Decision shall be reached by a simple majority of the full members present.

9. Annual general meeting

- 9.1. The AGM shall be held during the second term of the academic year, unless permission is obtained from the Deputy President (Clubs & Societies). The AGM shall have as its main business:
- 9.1.1. The presentation of the report of activities, including financial activities, for the past year.
- 9.1.2. The election of the committee for the next session.
- 9.2. An agenda giving notice of the AGM must be circulated to all club members at least ten College days in advance.
- 9.3. Nominations for club officers must be posted at least ten days in advance of the meeting and closed before the meeting
- 9.3.1. Each nomination shall require one proposer and normally 4 seconders who shall be full members of the club.
- 9.3.2. In the event of there being no nomination for a post within the stipulated time then nominations may be accepted from the floor at the AGM.
- 9.4. The quorum of the AGM shall be half of the full members of the club.
- 9.5. In the event that no person is voted in to a post or of resignation from a position, the Chair will undertake the duties until such time as the post is filled. Elections to fill such a vacant post should take place at a general meeting and shall be subject to the same rules as per AGM.
- 9.6. Further guidance on elections can be found in the Election Regulations for Imperial College Union.

10. Finance

10.1. The club may receive grant from Imperial College Union and shall administer this and any self-generated income in accordance with the Imperial College Union Financial Regulations.

10.2. The club Treasurer will provide the Treasurer of the Management Group with a detailed budget for the following academic year during the first half of the second term of the academic year.

10.3. Budgets for events shall be submitted to the Management Group Treasurer and/or the Deputy President (Finance & Services) for inspection and approval in accordance with the Financial Regulations no later than two weeks before the date of the event.

11. Health & Safety

11.1. The club acknowledges its duty of care to its members and will abide by Imperial College Union's Health & Safety Policy, and Imperial College Union's Code of Conduct for Clubs, Societies & Projects.

11.2. The club will submit an annual Risk Assessment to the Deputy President (Clubs & Societies) for its activities.

12. Additional Activities

13. Constitution

13.1. The Constitution shall only be altered by consent of two-thirds majority of the full members present at a general meeting. The Management Group shall approve any such alterations.

13.2. This Constitution shall be binding on the club officers and members, and all other constitutions are hereby revoked.

Appendix III

Imperial College Union

Proposal to BUCS Advisory Group

By Henry Whittaker, Deputy President (Clubs & Societies)

Background

Imperial College London currently competes as two institution titles in the British Universities and Colleges Sport (BUCS) competition framework - Imperial College and Imperial Medicals. This is a historical remnant from when the various Medical Schools were merged to become the Imperial College School of Medicine and is reflected in that we still have separate clubs for many sports. In 2011 a process was out in motion to fundamentally change how medical students are entered into BUCS and the rules governing this.

On Thursday 14 July 2011 the BUCS Annual General Meeting was held. Agenda item 5(a) proposed a change to the BUCS Articles of Association rules on Further Education membership and a change to regulation 7. This change has no direct impact on Imperial College Union.

The various papers are available online at

<http://www.bucs.org.uk/page.asp?section=14278§ionTitle=AGM>

However contention arose from Further Information point 2 of paper 5(a) which stated:

2. Some further anomalies remain – BUCS is aware that some HEI's currently permit some schools or departments within HEI's to compete as individual members despite actually being a formally recognised part of the University (This applies mostly to former medical schools). BUCS will work with those institutions affected by this to remove this anomaly in the coming year with a view to all such arrangements ceasing from 2012. Any institutions which wish to make this change immediately are welcome to do so.

After discussion on the evening before the AGM with the affected institutions this point was removed from consideration, though the remainder of the paper was passed. At the time BUCS stated that they would be in consultation with the affected Institutions in the coming year to bring about the change.

Unfortunately this change has now been passed through the BUCS governance structure as it has been shown that the medical institutions have an unfair advantage. After the BUCS AGM of 2011 a consultation period was opened to allow each institution to submit an alternative solution to the BUCS advisory group.

The unfair advantage is the potential for a medical and parent institution to have twice the number of teams. This is unfair as a medical student can play for medical and non-medical teams. This means that a medical student could have the choice of playing for

one of two teams in the premiership whereas a student in every other university can only play for one team in the premiership. The same advantage is true for non-medical students playing for medical teams.

The two current proposals from BUCS can be seen in Appendix B – Letter from BUCS.

Sport Imperial

The priority of Sport Imperial is for the pooling of BUCS points and in the view of most of the sports teams a hope that the top medic players will move to the top IC teams. In the view of the sports teams this is not an important consideration. In reality the increase in BUCS points would be minimal and would not result in any movement in the league.

1) Arguments for playing as one institution

- a) In the premier (top) leagues a glass ceiling is applied where only one team is permitted per institution, therefore one institution potentially being able to enter two teams is unfair.
- b) If all BUCS points fall under one Institution, our standing could be improved in the overall national league table (though this is not a goal of the Union). When considering all institutions affected this would not cause a change.
- c) The rule has always existed and Imperial has just been unnoticed, BUCS is simply rectifying this.

2. Arguments against playing as one institution

- d) Imperial Medicals have a strong sense of identity with their own teams. Playing as one institution could diminish this.
- e) One of the key strategic aims of BUCS is participation, and if fewer teams can be entered this change could reduce participation.

Problems with each Option

Option 1:

1. We believe that the status of Medical Schools should be retained for historical, heritage and practical reasons around access to sport. This move towards amalgamation threatens the identity, history and tradition associated with Medical Schools.
2. Whilst the institutions merge, the individual clubs will not due to practicalities of campus location and student timetables. Option 1 does not allow our clubs to properly compete against each other and there are potential issues of promotion and demotion.
3. The Medic and non-Medic clubs are entirely separate operationally. With a merged team structure one team pulling out of a fixture from the Medics club will not only affect their lower ranked teams, but also the non-Medics teams below them in the league.

Option 2:

1. Students registered under Medical Faculties are not necessarily medical students and may not study on the same campus. As such they do not identify with Medical Schools but would be forced to compete for them. This option suggests a fundamental lack of understanding of the operation of Medical Faculties.
2. For smaller team sports where only one team can be fielded, participation would not be sufficient to field both a Medic and non-Medic team, resulting in a lack of participation opportunities for medical students. This applies particularly to some women's sports.
3. When institutions have over 2500 students as members of their sports clubs, enforcing the separation of students by Faculty is near impossible. It is also against most institutions' Equal Opportunities policies to limit participation in clubs making the enforcement of Option 2 infeasible.

For the previous year this change has been resisted by the medical schools but after this period BUCs are pushing for this change to happen this year. Several discussions have been had with the ACC clubs, ICSM clubs, Sports Imperial and BUCS. This has led to the development of two proposals that BUCS will accept to the next Advisory Group meeting for consideration.

Proposal A

Status quo with league by league restrictions applied to prevent the unfair advantage.

IC (parent institution) and ICSM (sub-institution) will be registered as 2 separate BUCS members.

Students at Imperial College London will be internally classified as either IC or ICSM as follows:

- All students belonging to the Faculty of Medicine will be classified as belonging to both ICSM (as the sub-institution) and to IC (as the parent institution)
- All other students will only be classified as belonging to IC

Therefore ICSM-classified students will be able to compete for both ICSM and IC – this maintains a fair level of participation opportunities for all students.

Proposal B

Option 1 with the opportunity for individuals and for medic teams within clubs to opt out of competing under IC to compete under ICSM

- Once these clubs have chosen to opt out and compete under ICSM, only medics will be able to compete for these ICSM clubs, and vice versa for

the equivalent IC clubs (e.g. Only medics will be able to compete for ICSM Rugby/Netball/Hockey/Badminton/Basketball/Football, and only non-medics will be able to compete for IC Rugby/Netball/Hockey/Badminton/Basketball/Football) - this does not give students the choice to compete for one or the other.

- This also maintains the heritage of the medical schools, while being simple, fair and equitable.
- ICSM individuals/clubs that opt out may wish to merge with IC at a later date. However, once they have merged, there will be no opportunity to opt out again in future.

Of the two proposals here A is less likely to be accepted but resembles a solution closest to the status quo. After some discussion it was shown that B was unfair to medical students and IC teams, due to ICSMSU teams being able to make a decision for ICSM students. In light of this we recommend that proposal A is submitted to BUCS as shown in Appendix A.

If the BUCS Advisory Group accept an option it will be added to the options available to all institutions.

Resolution: Approve BUCS proposal for submission to BUCS for consideration at the next Advisory Group.

Appendix A – BUCS proposal

Proposal for new Option

Background

1. The current status quo gives the potential for an unfair advantage to students at institutions, which are separated into 2 BUCS members (e.g. University and Medical School).
2. Only a small minority would be likely to benefit from this potential advantage; nevertheless we need to ensure that there are sufficient safeguards in place to ensure fairness and equitability without adversely impacting the 3 main aims of BUCS: to further performance, competition and participation.
3. Retaining the history, traditions and identity of medical schools is very important to medical students, as recognised by BUCS.

The following proposal seeks to maintain fairness for all members, while maintaining the identity, heritage and traditions of medical schools.

Proposal

University (parent institution) and Medical school (sub-institution) will be registered as 2 separate BUCS members.

Students at each institution will be internally classified as either a student of the University or a student in the Medical School.

- All students belonging to the Medical School will be classified as belonging to both the Medical School (as the sub-institution) and to the University (as the parent institution)
- All other students will only be classified as belonging to the University

Therefore Medical School-classified students will be able to compete for both their Medical School and the University – this maintains a fair level of participation opportunities for all students.

For team sports:

If the parent University and Medical School have a combined total of more than 1 team in the premier league or more than 2 teams in lower leagues (i.e. leagues other than the premier league) for a particular sport, then the following restrictions would apply to these leagues only:

- Only students classified as belonging to the Medical School would be able to play for Medical School teams

- Only students classified as belonging to the University would be able to play for University teams
- Students classified as belonging to the Medical School would not be able to play for University teams

This would ensure that students do not benefit from the unfair advantage that exists now, while maintaining the participation opportunities and without jeopardising the level of performance and competition.

For individual sports:

- Medical students will be able to choose to compete for either the University or Medical School team
- Non-medical students will be only be able to compete for the University team

18 May 2012

To all Universities and associated Medical Schools

BUCS has completed its consultation with members around the continued full membership of Medical Schools. This has been under question since the admittance of Further Education Colleges as full members of BUCS from 2011/12 season highlighted that Medical Schools which were actually “departments” of “parent” institutions may enjoy some competitive advantages over other members in terms of access to competitive opportunities, and that institutional treatment was inequitable.

Whilst strong views have been expressed, and the majority opinion is that the status of Medical Schools should be retained for historical, heritage and practical reasons around access to sport, some members felt that the economies of scale that could be derived from amalgamation would deliver a better experience for their students.

BUCS fully respects the opinions of its members, and wishes to enhance the student experience through sport, with no desire to diminish either the opportunities to play sport for students or the experience whilst taking part, therefore we propose the following:

1. Medical Schools and their “parent” institutions will be offered the choice to compete as 2 separate institutions OR as a single entity. See option 1 and 2 for the practical details.
2. Should option one be chosen there will be no option to return to two separate institutions. Should option 2 be chosen both institutions will be able to, at a later stage, combine and become one institution.
3. All students in each member institution may only compete for that institution – in other words, medical school students must compete for the medical school, and may not compete for the parent institution and vice versa.

This decision should be taken jointly by the Medical school and the parent institution, and both should be clear on the consequences of this decision on all of their students.

This proposal is intended to ensure that all institutional members are treated fairly and equitably according to BUCS regulations. It recognises the strong autonomy that medical school members feel towards their institution, and is intended to ensure that the practical difficulties experienced by medical students in the course of their university career are accommodated in a fair manner.

Mark Brian
Head of Sports Programmes

Option One:

To compete as one institution; medical school and parent institution considered as one member institution with the following implications:

One membership affiliation

One main administrator on the BUCScore account through which all team/individual entries are submitted.

Individual entries – one entitlement for guaranteed entries, not one entitlement per institution / medical school.

BUCS points combined.

Team names are ranked with medical suffix, i.e.

University of the Midlands 1st

University of the Midlands 2nd

University of the Midlands (Medical School) 3rd

University of the Midlands 4th

Institutions would have to submit the preferred name/rank according to league status and consideration would have to be given to preservation of maximum numbers of teams per institutions per league, in some instances lowest placed teams in leagues where 2 or more teams from the same institution are now present may be relegated if required.

Option Two:

The Medical School and parent institution as two separate individual members that each receives appropriate membership entitlements including:

Separate member affiliation per parent institution and Medical School

Each affiliate has its own main user BUCScore account through which team/individual entries are submitted.

Each affiliate receives own entitlement of guaranteed entries to individual competitions

Each affiliate accumulates own BUCS Points tally throughout the season

Team ranks are affiliate specific, i.e.

University of the Midlands 1st

University of the Midlands 2nd

University of the Midlands 3rd

University of the Midlands Medical School 1st