* **The Lancaster University Rock and Metal Society Constitution 2018-19**

1. The society is known by the abbreviation “RocSoc”.

2. The society is bound by the policies and rules of Lancaster University Student's Union (formerly known as LUSU) and the Societies Council.

3. Membership of the society is open to all members of LUSU, as well as those associated with the university, be they staff, graduates or members of the public providing they abide by LUSU policies and rules when acting as a member of the society.

4. RocSoc has the following aims:

4.1. To promote the interests of rock musicians who are members of LUSU, those connected with the university or members of the public affiliated to the society.

4.2. To provide members with the opportunity to meet other people interested in the rock/metal culture and/or music and provide venues and occasions for them to socialise.

4.3. To organise weekly socials, as well as gigs twice termly for terms one and two, and termly trips which are of interest to the members of RocSoc, in terms one and two.

4.4. In order to celebrate everyone’s year in University, there must be a barbeque held at the end of the academic year, post exams.

5. The executive committee (and basic job roles) for the society (hereafter known as Exec) will consist of:

5.1. All active members can run for Exec roles in elections and by-elections.

5.2. Exec Roles:

President – Main liaison with LUSU, final decision maker, has responsibility over the organisation of the exec, and delegates job roles, must be a signatory for the bank account. The president of the society is legally responsible for the society. They should attempt to be present at all Societies Council meetings, Steering Group Meetings and liaise with LUSU. Legal responsibility for all equipment borrowed by the society rests with the president.

Vice President – Main aide to president, helps in decision making, fill in for president if need be.

Secretary – Takes minutes at meetings, keeps meetings organised, plan agendas and meetings, arrange meetings with external parties. Takes any comments/complaints from members (which aren’t safety related), must be a signatory for the bank account.

Treasurer – Handles membership, membership cards, keeps a track of all financial transactions, deals with all costs and payments, keeps a monthly log of transactions to be uploaded to the exec page. Letters from LUSU pigeons, must be a signatory for the bank account.

Safety and Welfare officer – Ensures that everyone is safe at events and socials, monitors drinking, makes the venue aware of any incidents, the one to go to with any incidents regarding RocSoc safety and welfare. Completes safety documents in preparation for socials and trips.

Publicity Officer – Make Facebook events, promote events within at least five days of the event happening, ensure all members of the society are invited, takes photos at socials and events, keeps up social media presence, creates posters/advertisement for any gigs that are being held.

Social Secretary – (Must register interest first to current exec and running can be vetoed by current exec) Liaise with the music industry, plan socials, direct contact with publicity to create events, keep up to date music industry contacts. Notify venue of gigs, decide upon agreed payment for each band.

DJ (x2) – (Must register interest first and provide a playlist to members to be judged on. Each DJ position must be voted for individually.) Make fitting set list every week covering a range of music, take music requests from members in the days before socials, design trip quizzes and playlists, they should arrive at socials early in order to ensure that everything is correctly set up so that the social can go on.

6. The Exec:

6.1 The Exec will meet when necessary and at least once a term, the time and venue will be decided by the Exec and society members will be informed. During term vacations there should be at least one exec meeting (via teams, discord, slack etc.) and stay in regular contact through some sort of group chat.

6.2. Exec meetings are primarily for the purpose of the Exec discussing matters of the running of the society and organisation of events; however, members who deem it fit may use the opportunity to bring any concerns or suggestions to the Exec.

6.3. An Exec meeting will be quorate provided that a majority of Exec Members are present; at least one must be a signatory of the society bank account.

6.4. Exec members have a responsibility and duty to promote the aims of the society; they should endeavor to be present at all Exec meetings but may send apologies in advance if they are unable to attend.

6.5. A quorate Exec meeting has the power to: Decide upon forthcoming society events, propose and vote upon a motion of no confidence in any Exec member who it is felt is not fulfilling their responsibilities and commitment to the society, if passed, the Exec Member in question will be removed from the Exec and a by-election will be held to fill the vacant post at the soonest convenient date. The society members will be given 10 days’ notice of the date, location and time of this election. Revoke membership of any member of the society who has behaved in such a way to have broken the policies and rules of LUSU or RocSoc.

6.6. Instate extra Exec members on a temporary basis to aid with the running of the society. If there is a continued and persistent requirement of these extra positions, they may be made into official exec positions at the next AGM, or by a quorate vote of which the society’s members have been given 10 days’ notice. Amend the constitution should it be felt that the aims of the society may be better served by the amendments.

6.7. Failure to attend multiple socials and meetings with no good due cause by any Exec member can result in termination from their position, in accordance to the vote of no confidence referenced in points 6.5 and 7.2.

7. The Annual General Meeting:

7.1. The RocSoc Annual General Meeting (hereafter known as AGM) will take place on any date chosen by the Exec at some point in the Lent term. At least 10 days’ notice will be given to society’s members specifying the time and venue of the AGM. A quorum for an AGM will be 10% of active (attends socials regularly) society members.

7.2. A quorate AGM may propose and vote upon a motion of no confidence in any Exec Member who it is felt is not fulfilling their responsibilities and commitment to the society. If passed the Exec Member in question will be removed from the Exec and any member who wished for the post may be voted in to the position immediately.

7.3. A quorate AGM has the power to amend the constitution should it be felt that the aims of the society may be better served by the amendments.