



AberSU Student Group Constitution

Constitution of the Aberystwyth Islamic Society for the academic year of 2023-24.

1. General

1.1 The name of the Student Group shall be the Aberystwyth Islamic Society and shall be allowed to be abbreviated to AISoc.

1.2 All previous Constitutions are hereby null and void.

2. The Mission

The mission for Aberystwyth Islamic Society shall be to:

Aber ISoc is committed to serve as a representative body of Muslims on campus that caters to their needs while striving to be a vibrant, integrated, and contributing body within the university community. We will work to foster a sense of community among the student body.

3. AberSU Rules & Student Group Bye-laws

The Student Group shall be up to date, and in compliance with all rules and regulations concerning AberSU and the Student Group Bye-laws.

4. Membership

A maximum of 5 forms of membership shall be allowed: Full Year Student Membership, Term 1 Student Membership, Term 2/3 Student Membership, Full Year Non-Student Membership, and one other relevant membership if required. Note that termly membership shall only be allowed if the annual membership equates to £40 or more.

4.1 Full Year Student Membership of Aberystwyth Islamic Society shall be a Full Member of the Aberystwyth University Students' Union, as defined by the AberSU Constitution (Section 6), and have paid full current membership fees to Aberystwyth Islamic Society at the set amount of £0.00. For Term 1 and Term 2/3 Student Membership, the above will still apply however only for the Academic Term in which it is stated. All student members must also hold valid Team Aber Insurance.

4.2 Non-Student membership (Associate Membership) of Aberystwyth Islamic Society is available to non-Aberystwyth University students, who are affiliated with an individual Student Group on the basis of them having at least one of the following:

- Expertise in a relevant area
- Honorary life membership to the student group*
- Some other ground which AberSU deems appropriate

Non-Student Members are required to have paid full current membership fees and must arrange for their own insurance prior to them undertaking any Student Group activities.





4.3 Anybody who does not fulfil the above criteria of 'member' will be prohibited from participating in AberSU's Student Group events and/or activities. Student Groups who do not enforce this practice may be subjected to financial penalties or have AberSU privileges removed.

**The awarding of honorary life membership shall adhere to the process outlined in AberSU Club & Society Honorary Life Memberships document*

5. Committee

5.1 The Committee shall be made up of the following core positions: President, Secretary and Treasurer. Sports clubs who compete in BUCS must also have a designated Captain for each competitive team. Other positions (up to a maximum of 10 in total) can be added where appropriate: Vice President, Social Secretary.

5.2 The general and financial business of Aberystwyth Islamic Society shall be conducted by the committee, subject to this constitution and the view displayed by decisions members make as a whole at General Meetings.

5.3 Upon any vacancy occurring outside of normal election procedure, the Committee can vote on another member of the Committee to temporarily hold the vacant post until a by-election is held and the result is confirmed.

6. Elections of Committee Members

6.1 All student members of Aberystwyth Islamic Society have the right to vote in such an election. Elections shall take place in accordance to this constitution and through the manner of either a secret ballot or a show of hands. Non-student members do not have the right to cast a vote in any AberSU Student Group election or by-election

6.2 The election shall take place no less than 14 days after the notification has been sent out to all members of the date, time and place. It shall be held before the Easter Break, as this gives outgoing Student Group committees to have a chance of a handing over period, whilst also allowing AberSU to offer training on various areas before the end of the academic year.

6.3 The returning officer shall be whoever seems appropriate, but constitutionally you can call on an AberSU staff member or officer to assist the election if you wish.

6.4 The term of office for every committee member shall be one calendar year, and unless deemed otherwise by AberSU shall run from 1st June to 30th May.

6.5. The committee will organise a by-election should a position become vacant before the annual elections, and apply the same procedure used in the annual elections.



7. General Meetings

7.1 The Annual General Meeting for Aberystwyth Islamic Society shall be held once every month.

7.2 The business of the AGM shall be:

- To receive reports from all of the committee on their activities in the last year
- To receive a financial report. This shall include the accounts of the previous financial year and a budget for the current financial year
- To consider any motion, which has been submitted and seconded by any two standard members to the secretary (in time for circulation with the notice of the AGM)
- For the membership to agree affiliation or re-affiliation for the following year to any external bodies (national governing bodies, affiliated charities, organisation or similar)
- To formally handover the elected positions from the outgoing committee to the incoming committee
- For any constitutional amendments to be ratified, and the constitution to be approved as accurate for the forthcoming academic year
- Any other business

7.3 The Secretary shall give all members at least 14 days e-mail notification of the time and place of the AGM.

7.4 Notice and minutes of all Meetings and Committee Meetings shall be kept by the Secretary. They shall be available through email to all members.

7.5 Any agreement made at the AGM to affiliate or reaffiliate to an external body shall be made known to the relevant SU coordinator within the Opportunities Office, who will ensure that the affiliation does not contravene AberSU Constitution or Club & Society Bye-laws.

8. Finance

8.1. The finances of Aberystwyth Islamic Society shall be held primarily by the Treasurer and secondly by the President.

8.2 The Treasurer shall manage the accounts in an annual fashion with the accounting year ending in accordance with the handover of responsibilities each year.

8.3 The Treasurer shall keep and maintain all records of Aberystwyth Islamic Society accounts before passing them on to their successor.

8.4 The Treasurer shall submit the accounts of Aberystwyth Islamic Society to the AGM.

8.5 Aberystwyth Islamic Society shall maintain all of its funds within the AberSU Finance Office. All monies received shall be paid into the Student Group account within the Finance Office in accordance with AberSU. All outgoing funds must have the signed approval of the mandate trained members.

8.6 All financial actions undertaken by the Student Group must be in accordance with the AberSU rules, regulations and constitution as well as the Student Group Bye-laws.





9. Descriptions of Positions

9.1 The President (or equivalent) shall be the main contact point for external communications with all external groups and individuals. This includes AberSU. They are further responsible for the smooth and effective running of the committee and the Student Group, and shall be the final arbitrageur of disputes amongst the committee. They are responsible for creating the best environment for the committee and other members to operate in. They must ensure the general health and direction of the Student Group is in accordance with the views of its members. They must carry out duties that are listed elsewhere in this constitution.

9.2 The Secretary is responsible for organising meetings, events, and all aspects to do with the Student Group. They are responsible for recording the minutes of all meetings, and are the main contact for receipt and outgoing administrative details of all events with regards to members and external organisations. This includes AberSU. The secretary is bound to carry out all other duties stated elsewhere in this constitution.

9.3 The Treasurer's roles are described under pt.8 Finance and therefore needs no further description

9.4 The Vice President is responsible for representing AberISOC at all functions and meetings outside of AberISOC. They shall preside at the meetings of the Executive Committee as well as the general members if the President is absent. They must convene at all meetings of the Executive Committee and be present at the general members meetings. They are also responsible for maintaining liaison with the SU and other bodies with the consent of the President.

9.5 The Social Secretary's role shall be to manage AberISOC's social media accounts. They must also convene at all meetings of the Executive Committee and be present at the general members meetings. They will be responsible for communicating with members about upcoming events and answer members' queries regarding AberISOC. They will also work with other committee members to organize AberISOC's events.

10. Constitution & Interpretation

10.1 Amendments to this constitution happen in the following fashion:

- The proposed Amendment must be submitted to the Committee not within 14 days of the AGM.
- The Committee will scrutinize the proposed amendment and then suggest any changes that would be suitable.
- The Committee will liaise with their relevant SU coordinator to ensure on any changes, to ensure that the proposed amendments do not breach either the AberSU Constitution or Club & Society Bye-laws.
- Once agreed by the SU coordinator, the proposed amendment can then be proposed at the AGM where it must be ratified with a two thirds majority.

10.2 Any changes to this constitution shall only come into force after the close of the AGM unless otherwise stated in the amendment.





10.3 This constitution, after any votes on amendments have taken place at the Student Group AGM, must be approved by two thirds majority in order to stand as a true and accurate authority of the members of the Student Group for the forthcoming academic year.

10.4 A copy of this constitution shall be kept by the secretary and offered openly to members upon request. A copy shall also be added to the Student Group webpage of AberSU's website as well as to their Microsoft Teams account.

10.5 In the event of any question of interpretation arising the committee shall have the power to act accordingly to its interpretation of the constitution, or, if it does not cover the issue, then a constitutional amendment should be presented by the President (or equivalent) at the next AGM.

11. Student Group Specific Additions

