

# ECU Student Guild

## SOCIAL AND SPORT DEPARTMENT POLICY

POLICY TYPE	Senate
POLICY SUBTYPE	Social Department
POLICY TITLE	<b>Social and Sport Department Policy</b>
POLICY OWNER	Vice President Social Activity

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## 1. INTENT

- 1.1. The purpose of this policy and its supporting procedures is to regulate how the Department is managed within the Guild's governance framework.

## 2. ORGANISATIONAL SCOPE

- 2.1. This policy applies to all Officers and Employees of the Guild, elected Guild Sport Representatives and the committee members of all Guild recognised Social Clubs.

## 3. DEFINITIONS

- 3.1. The singular includes the plural and vice-versa.
- 3.2. A reference to:
- 3.2.1. A person includes a corporation and government or statutory body or authority;
  - 3.2.2. A person includes the legal personal representatives, successors, and permitted assigns of that person; and
  - 3.2.3. A statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them by any legislative authority.
- 3.3. The word "including" and similar expressions are not words of limitation.
- 3.4. The word "under" includes by and by virtue of; as well as, pursuant to and in accordance with.
- 3.5. **CIDC** means the Continuous Improvement and Development Committee.
- 3.6. **The Guild** means Edith Cowan University Student Guild.
- 3.7. **Senate** means the duly elected student representatives of the Guild.
- 3.8. **Student Sport Representative** means the elected representative of an active sport discipline within ECU.

## 4. OVERVIEW

- 4.1. All Guild policies are approved, amended or repealed by the Senate in accordance with the Guild's Policy Framework and compliance with relevant governance instruments, following consultation with CIDC.
- 4.2. The Guild shall maintain a policy manual of all current policies in a manner which is easily accessible to members, Senate, staff and other stakeholders where appropriate.
- 4.3. All Guild policies will be reviewed annually.

## 5. POLICY

### 5.1. Membership

5.1.1. The Department's overall membership shall be its governing body. This shall comprise all recognised Social Clubs defined in the Register of Affiliates and the Guild Affiliation Policy.

5.1.2. A nominee from within the committee of a recognised Social Club, as well as any elected Sport Representative may be considered a member of the Social and Sport Department and shall be interchangeably referred to as a Department Officer. In addition to the Social Clubs and Sports Representatives, there shall also be:

5.1.2.1. The Department Chairperson – Vice-President (Social Activity); and

5.1.2.2. The Executive Officer – General Secretary (or their nominee);

### 5.2. Accountabilities and Responsibilities

5.2.1. The Department shall:

5.2.1.1. Formally represent all students' social interests in all forums where student participation is required or desirable;

5.2.1.2. Facilitate lines of formal communication between the University and students on matters concerning social activity;

5.2.1.3. Encourage a sense of community for the entire ECU student body;

5.2.1.4. Advocate for improvement in the standards of services and facilities that affect social activity for students offered by the University;

5.2.1.5. Advocate for opportunities for social activities offered by the University;

5.2.1.6. Promote student engagement and education in issues affecting students' social activity;

5.2.1.7. Support the social engagement of all students;

5.2.1.8. Maintain a collective of Student Sport Representatives, as outlined in clause 5.5 "Student Sport Representatives."

5.2.1.9. Ensure the Department Chairperson creates and maintains the **Annual Department Budget** each year;

5.2.1.10. Monitor (where appropriate) the **Department Budget** and ensure funds are expended accordingly;

5.2.1.11. Provide support and resources to the Social Clubs, as defined in the **Register of Affiliates** and the **Guild Affiliation Policy**;

- 5.2.1.12. Maintain the Department Policy's relevance, accuracy and potency through submitting proposed changes to the Senate, through CIDC.
- 5.2.1.13. Represent the interests of students' social interests on the Senate, and other Guild Bodies where required or desirable, to encourage and implement the goals of the Department and, in all relevant deliberations regarding student representation, engagement and support;
- 5.2.1.14. Be accountable and adhere to this Department Policy and Annual Department Proposal, the Constitution and other relevant regulations; and
- 5.2.1.15. Ensure the **Annual Department Budget** is completed and approved by the Senate before the start of Semester 1 each year.

### 5.3. Powers

5.3.1. This Department shall have the following powers conferred upon it by the Senate:

- 5.3.1.1. Expend funds within the Department Budget in accordance with the Guild's Schedule of Delegation and Authority;
- 5.3.1.2. Operate and administer activities and initiatives for the exclusive benefit of its membership;
- 5.3.1.3. Publish relevant and appropriate material, subject to relevant Policy;
- 5.3.1.4. Recognise and grant financial assistance to any Affiliated Body it determines is a Social Club, which must be the one peak representative body of that particular interest, in the **Register of Affiliates**;
- 5.3.1.5. Refer General or Financial Members to the Discipline Committee as necessary;
- 5.3.1.6. Conduct meetings to raise advocacy opportunities and make representations on behalf of its membership; and
- 5.3.1.7. Do all other things as are incidental or conducive to the attainment of the above powers.

### 5.4. Meetings, Elections & Appointment Provisions

5.4.1. Meetings of the Department shall be held on a monthly basis. Meetings may be called off or additional meetings may be requested at the discretion of the Department's Chairperson. A meeting schedule must be prepared by the first day of semester 1.

5.4.2. Meetings of the Department shall be convened and conducted in accordance with the Guild's Standing Orders.

5.4.3. Apart from the Department Chairperson (who shall hold both a deliberative vote and a casting vote) and the Executive Officer (who shall not hold a vote, but be considered an

Accredited Observer under the **Standing Orders**) – all Department Officers shall have one deliberative vote.

5.4.4. At a General Meeting of the Department, all governing members of the Department shall be entitled to one vote.

5.4.5. All appointments/elections made by a Social Club shall be communicated to the Department Chairperson immediately.

5.4.6. The governing body of the Department may allocate titles and portfolios to Department Officers.

5.4.7. Department Officers representing a Social Club must be a committee member of that Social Club.

5.4.8. In the event of the position of Department Chairperson becoming vacant; the Department shall not hold any meetings until a new Chairperson is appointed by the Guild.

## 5.5. **Student Sport Representatives**

5.5.1. The Department Chairperson and Executive Officer shall seek to elect eight (8) students to the positions of Sport Representatives at the beginning of each year.

5.5.2. These representatives must be proactive students, as determined by the Guild as well as members of the ECU Student Guild.

5.5.3. These representatives must be experienced members and active participants within the field of sport that their position aims to represent.

5.5.4. The eight (8) available positions are;

5.5.4.1. Cricket Representative

5.5.4.2. Australian Football League (AFL) Representative

5.5.4.3. Netball Representative

5.5.4.4. Futsal Representative

5.5.4.5. Touch Rugby Representative

5.5.4.6. Volleyball Representative

5.5.4.7. Basketball Representative

#### 5.5.4.8. Badminton Representative

5.5.5. Should a position be left vacant or a position be vacated, it is the responsibility of the Department Chairperson to elect a new candidate to the role.

5.5.6. If a suitable candidate cannot be found for a position, then with the approval of the Department Chairperson that position description may be changed to that of a different sport or may be retired entirely.

5.5.7. The roles and responsibilities of the Student Sport Representatives can be found in the **Student Sport Representative Duty Statement**.

## 6. RELATED DOCUMENTS

<b>Related Policy</b>	<ul style="list-style-type: none"><li>• Guild Constitution</li><li>• Guild Code of Conduct</li><li>• Standing Orders</li><li>• Guild Basic Club Affiliation Policy</li><li>• Guild Funded Club Affiliation Policy</li><li>• Club members Code of Conduct</li></ul>
<b>Related Procedure</b>	<ul style="list-style-type: none"><li>• N/A</li></ul>
<b>Other Related Documents</b>	<ul style="list-style-type: none"><li>• Register of Affiliates</li><li>• Student Sport Representative Position Duty Statement</li></ul>
<b>Related Legislation</b>	<ul style="list-style-type: none"><li>• N/A</li></ul>

## 7. CONTACT INFORMATION

For queries relating to this document please contact:

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## 8. APPROVAL HISTORY

<b>Policy Approved By</b>	Senate
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<b>Revised by</b>	Evan Smith (VP Social)
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