Societies Democracy

The Students’ Union operates within democratic structures outlined in the Constitution and byelaws, (which are primarily set through the Student Senate), to ensure fair and transparent operation.

Societies are governed by the Societies Federation, which make decisions on policy that Societies must abide by, ensuring that activities carried out by societies adhere to the Union bye-laws. The Societies Federation has produced a Societies handbook which offers guidance to students on the efficient running of their society.

In order to join any of the Societies that are on offer, students must first pay membership to the Societies Federation.

This membership cost is set at £5 and provides a range of benefits. These benefits include:

Discounts to Society Federation events, discount branded membership clothing, insurance (where appropriate), the ability to take part in the annual Society Awards evening and overseas trip as well as being able to join a range of Societies.

**Societies Federation**   
The Societies Federation Executive Committee is a committee established by the Activities and Events Zone to ensure that the following objectives are achieved:

* Implementation of Societies Federation policy
* Allocation of funds to societies following budget/event proposals
* Organisation of social and other events
* Campaigning on societies related issues
* Raising the profile of Societies at the University of Chichester
* Consider development opportunities for the Societies Federation and its members

The Federation Committee is formed of students elected from within the Societies membership with the Elected Societies Federation President sitting as Chair. The main duty of the committee is ensure that all societies and their members are represented and have a voice within the federation. They also hold the Societies Federation President to account, to ensure that Societies are being effectively represented in the Students’ Union and ensure that joint Society events are well run.

Elections for these positions are held during the Societies AGM.

The Societies Federation President sits on the Executive Committee and the Student Senate, the main decision making body of UCSU. The Student Senate votes on motions and directions of the UCSU and is hailed as the student voice.

To find out who is on the Societies Federation, visit [www.ucsu.org/societies](http://www.ucsu.org/societies)federation  
If you encounter any issues with your Society, you can contact either Societies Federation President on [susocietiesfed@chi.ac.uk](mailto:susocietiesfed@chi.ac.uk) or Casper Beade Rioseco (Volunteering & Activities Coordinator) on [d.beade@chi.ac.uk](mailto:d.beade@chi.ac.uk)

Societies Democratic Meetings

**Societies Federation**  
The Societies Federation Committee must attend meetings at least every 4-6 weeks. The Societies Federation, along with the AGM and EGM, is the highest democratic decision making body in Societies, where motions brought forward by Societies or the Executive Committee are voted upon. It is also the only forum where the Societies Handbook may be discussed. Any changes that are discussed and voted upon during Federation Meetings will then be submitted to the Activities and events Zone for approval or further discussion. The final motion will then be presented to the Student Senate for ratification by the Societies Federation President.  
  
The Societies Federation will also receive reports from the all ratified Societies and will discuss the ratification of potential new Societies.

**Societies Annual General Meeting (AGM)**  
Held towards the end of the academic year, this meeting is open to all members of Societies and is one of the main decision making forums that Societies can be involved in, and is where Societies’ motions are ratified.

This is also where the Societies Federation Committee is elected. Notice of the meeting along with the agenda and information about motions to be voted on will be made public no less than 2 weeks prior to the meeting. The meeting shall not be held outside of term time.

**Societies Emergency General Meeting (EGM)**An EGM is very much like the AGM, except that it may be called at any time and usually has a specific focus. An EGM may be called by:

* The Societies Federation President
* The Societies Federation Committee
* The Presidents of 3 Societies as a collective

**Voting and Submitting Motions at Meetings**

At meetings of the Societies Federation, each elected member receives one vote on the motions raised, whilst at the Annual General Meeting and Emergency General Meetings each student who attends and is a member of the Societies Federation receives one vote.

To submit a motion, email a motion form to the Societies Federation President at [susocietiesfed@chi.ac.uk](mailto:susocietiesfed@chi.ac.uk) in advance of the meeting.

For assistance with this, speak to the Societies Federation President or Mike Riley (UCSU Head of Student Engagement) on [m.riley@chi.ac.uk](mailto:m.riley@chi.ac.uk)

At the meeting, there will be opportunity for the proposer to present the motion, and then for those present to debate and finally vote on the motion. If necessary the Societies Federation President can refer motions to the Activities and events Zone committee, the Executive Committee or the Student Senate.

You can download a blank Societies Federation motion from the Resources Section on the UCSU website at [www.ucsu.org/societies/resources](http://www.ucsu.org/societies/resources)