

Student Group Constitution

1.0 Designation and context

- 1.1 The name of the group shall be The University of Birmingham Guild of Students Video Games Society, which maybe abbreviated/shortened to: VGS. For the rest of this document, referred to as the "group"
- 1.2 It is recognised that this group is a constituent part of the University Of Birmingham Guild Of Students and must therefore fulfil all stipulations and regulations contained within the Memorandum, Articles of Association, Bye-laws and policies thereof
- 1.3 The Guild of Students, or the Activities Committee, acting on its behalf, may require the group to amend this constitution to safeguard the interests of the Guild
- 1.4 Amendments to a group Constitution, as approved by Annual General Meeting or Extraordinary General Meeting, shall not take effect until approved by the Activities Committee.
- 1.5 Queries regarding interpretation should be referred to the Officer responsible for the area, after consideration by the group committee
- 1.6 This constitution, and any additional policies enforced by the group, will be available to all members at any time
- 1.7 Upon decision by Activities Committee to make amends to the Constitution, any changes will be retrospectively applied to all groups Constitutions.

2.0 Objectives of the Group

- 2.1 The objectives of the group shall be:
 - 2.1.1 Facilitate and promote the playing of games in a social environment
 - 2.1.2 Provide a place for members to meet
 - 2.1.3 To arrange tournaments, leagues and other such events
 - 2.1.4 To take trips to national events, if possible
 - 2.1.5 To arrange weekly meetings for members
 - 2.1.6 To encourage the sharing of games and consoles
- 2.2 All activities of this group must be related to the objectives
- 2.3 Membership and admittance to the student group activities shall be open to all University of Birmingham students. The only exception shall be based upon legal restrictions and safeguarding. The Committee members shall ensure that activities of the group are pursued in the best interests of student members and independently of any political, religious, or other group external to the Guild of Students

3.0 Affiliations

- 3.1 The group may affiliate to the following bodies/organisations:
 - 3.1.1 N/A
- 3.2 All changes to the above list of affiliations must be approved by the Activities Committee

4.0 Address

- 4.1 The address for all correspondence shall be:
Video Games Society, Student Groups, Guild of Students
Edgbaston Park Road, Birmingham, B15 2TU.

5.0 Membership

- 5.1 The membership fee for this group shall be: £5
- 5.2 Groups must be open for all members of the Guild to join.
- 5.3 Only full members of the Guild of Students may hold committee positions and take part in the democratic running of the group.
- 5.4 The Student Group will ensure that all regular participants of activities are registered members of the Group

6.0 Responsibilities of committee members

- 6.1 To be responsible for the running and proper management of the Group
- 6.2 To be responsible for the financial affairs of the group in line with the Guild's Financial Procedures Manual and in the interests of members
- 6.3 To uphold the clauses contained in this constitution
- 6.4 To uphold the clauses contained in the Bye-laws, Memorandum and Articles of Association and all other policy of the Guild of Students
- 6.5 To represent the group at any meetings required by the Guild of Students
- 6.5 To ensure their correct contact details are held by the Guild of Students
- 6.6 To ensure the group accounts do not become overdrawn without the agreement of Activities Committee
- 6.7 To be personally liable to the Guild for any debts owed by the group to the Guild (applicable to authorised signatories only)
- 6.8 To ensure no other bank account exists for the group outside of the Guild. All financial transactions relating to the group must be dealt with through the Guild of Students
- 6.9 Committee members should not gain personal financial benefit through holding office
- 6.10 The group does not have the authority to enter into contracts with any external bodies; all such contracts or agreements require the authorisation of the Guild
- 6.11 The committee should meet whenever required, but at least two times per term.
- 6.12 The Chair shall call a committee meeting at the request of any two members of the Committee
- 6.13 Every committee member shall be given at least two days' notice of an ordinary meeting
- 6.14 In case of emergency, an emergency meeting may be held within less than 48 hours, provided that reasonable notice has been given to every member of the committee
- 6.15 If any vacancies occur in the membership of the committee during its term of office, the committee will inform the Guild of Students, the vacancy shall be democratically filled as soon as is practical
- 6.16 The AEO is an ex-officio member of the committee
- 6.17 Financial liability shall be devolved to the Guild of Students only where it can be shown that the relevant procedures have been complied with; all other liability rests with the committee members

7.0 Responsibilities of the Chair

- 7.1 To chair and co-ordinate the committee
- 7.2 To ensure that the group is represented at meetings required by the Guild, and in any dealings with the Guild or other bodies
- 7.3 To chair the Annual General Meeting and any other meetings, unless there is a conflict of interest, in which case another committee member shall chair the meeting

8.0 Responsibilities of the Treasurer.

- 8.1 To provide the committee with regular reports on the group's financial status
- 8.2 To liaise directly with the Guild of Students so as to maintain and update the group's accounts
- 8.3 To advise the committee on the financial implications of all decisions taken
- 8.4 To be responsible for all grant applications to the Guild of Students
- 8.5 To maintain an inventory of, and to ensure that safety checks are regularly carried out on, all equipment; and to provide related information to the Guild of Students

9.0 Responsibilities of the Secretary

- 9.1 To take minutes of the Annual General Meeting, Extraordinary General Meetings and committee meetings if required, and to submit copies of these to the Guild of Students if required
- 9.2 To maintain and update membership lists for the group, and ensure that the Guild of Students has current records
- 9.3 To deal with correspondence with members, interested students and external bodies
- 9.4 To ensure the promotion of the group and its activities to encourage increased awareness of and participation in the group
- 9.5 To ensure that the Guild of Students receives minutes and full details of the group's committee within 10 days of the Annual General Meeting or any Extraordinary General Meeting

10. Roles and Responsibilities of other committee members

10.1 Other committee members shall be:

10.1.1 PC Representative

- 10.1.1.1 To represent the interests of PC gaming members of the group in committee decisions
- 10.1.1.2 To organise and oversee the PC gaming activities at the regular meetings of the group
- 10.1.1.3 To organise and oversee multiplayer PC activities such as tournaments or games related to the PC side of the group
- 10.1.1.4 To keep up-to-date on upcoming PC releases and provide recommendations to the committee on PC game purchases

10.1.2 Nintendo Representative

- 10.1.2.1 To represent the interests of Nintendo console gaming members of the group in committee decisions
- 10.1.2.2 To organise and oversee the Nintendo console-based activities at the regular meetings of the group
- 10.1.2.3 To organise and oversee multiplayer console-based activities such as tournaments or games related to the Nintendo console side of the group
- 10.1.2.4 To keep up-to-date on upcoming Nintendo console releases and provide recommendations to the committee on Nintendo game purchases

10.1.3 PlayStation Representative

- 10.1.3.1 To represent the interests of PlayStation console gaming members of the group in committee decisions
- 10.1.3.2 To organise and oversee the PlayStation console-based activities at the regular meetings of the group
- 10.1.3.3 To organise and oversee multiplayer console-based activities such as tournaments or games related to the PlayStation console side of the group
- 10.1.3.4 To keep up-to-date on upcoming PlayStation console releases and provide recommendations to the committee on PlayStation game purchases

10.1.4 Xbox Representative

- 10.1.4.1 To represent the interests of Xbox console gaming members of the group in committee decisions
- 10.1.4.2 To organise and oversee the Xbox console-based activities at the regular meetings of the group
- 10.1.4.3 To organise and oversee multiplayer console-based activities such as tournaments or games related to the Xbox console side of the group
- 10.1.4.4 To keep up-to-date on upcoming Xbox console releases and provide recommendations to the committee on Xbox game purchases

10.1.5 Social Secretary

- 10.1.5.1 To organise and oversee official out of session events on behalf of the group

- 10.1.5.2 To represent the group's interests when organising inter-group events with other groups
- 10.1.5.3 Examples of such events/activities are, but not limited to: Laser tag, Expo trips, Bar/pub visits
- 10.1.5.4 To represent members' interests in committee meetings to ensure that the group is as inclusive as possible for all members, ranging from accessibility needs to gaming tastes
- 10.1.6 Publicity Officer
 - 10.1.6.1 To act as administrator for the group's social media channels
 - 10.1.6.2 To be responsible for creating social media content for the group for promotional purposes, maintaining a consistent design language throughout our digital and physical material, and working with the committee to ensure this
 - 10.1.6.3 To be responsible for expanding the public image of the group through our socials and on campus while maintaining a positive image

Date approved by group: 26th February 2026

(Standard constitution template last amended by Activities Committee on 26/08/2021)