



Irish University Swimming & Waterpolo Association

CONSTITUTION

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PREAMBLE

The function of this association shall be to represent its members in promoting, developing and governing swimming, water polo and associated water disciplines at third level in Ireland. The objectives of the IUSWA shall be the promotion and furtherance of any matters of interest to the membership, in particular:

- To act as the recognised representative body, for affiliated Clubs and their interests
- To govern the running of third level swimming, waterpolo and other water sport competitions, to ensure that they are of the highest standard as set out by the relevant governing bodies
- To promote the unity of the Association and contact between members through assisting affiliated clubs
- To encourage participation by students in swimming and waterpolo in third level institutions
- To ensure that third level competitions are always run by students for students.

1. NAME & STRUCTURE:

- [1] The association shall be henceforth known as the Irish University Swimming and Waterpolo Association or by its abbreviation, the IUSWA.
- [2] The IUSWA is recognised and affiliated to Swim Ireland (SI) and the Irish Waterpolo Association (IWPA).
- [3] The IUSWA is also recognised by the Colleges and Universities Sports Association of Ireland (CUSAI).
- [4] The IUSWA shall be managed by an Executive Committee under the terms set out below.

2. EXECUTIVE COMMITTEE:

[1] Function: The function of the IUSWA Executive Committee is to represent the members of the IUSWA in carrying out the duties set out below. Each officer exercises plenary powers between Committee Meetings and must, if requested, furnish a report of their work to a Committee meeting.

[2] Names and Duties of the Officers: The following officers shall form the Executive Committee of the IUSWA:

- (a) **Chairperson:** The Chairperson shall set an agenda and chair all meetings of the Executive Committee and take ultimate responsibility for the running and reputation of the Association. Where a Committee vote is deadlocked, he/she shall exercise a casting vote. He/she shall also act as a representative of the Association.
- (b) **Vice-Chairperson:** The Vice-Chairperson shall act in place of the Chairperson in the event of his/her absence. He/she shall also act as team manager for any Irish international team for the duration of the competition.
- (c) **Hon. Treasurer:** The Hon. Treasurer shall be responsible for the finances of the Association. He/she shall furnish a financial report to any General Meeting and may be asked to report on the state of the finances at any stage upon request of the Executive Committee. The Treasurer and Chairperson must be signatories on all IUSWA accounts, plus one other person from the Executive Committee as designated by the Chairperson.
- (d) **Hon. Secretary:** The Hon. Secretary shall take minutes of all Executive Committee meetings, which must be approved by the Chairperson following each meeting. He/she shall be responsible for all Association correspondence unless otherwise decided upon by the Committee.
- (e) **Public Relations Officer:** The PRO shall be responsible for all promotion of the Association, as well as the obtaining of any sponsorship. He/she shall also take responsibility for the maintenance of the IUSWA website.
- (f) **Swimming Coordinator:** The Swimming Coordinator shall correspond with the host institution of the swimming varsities, ensuring that they are organised and ran in adherence to the regulations of this Constitution. He/she shall act as manager of the swimming team at Celtic Nations and assist the team coach(es).
- (g) **Waterpolo Coordinator:** The Waterpolo Coordinator shall correspond with the host institution of the waterpolo varsities, ensuring that they are organised and ran in adherence to the regulations of this Constitution. He/she shall act as manager of the waterpolo team at Celtic Nations and assist the team coach(es).
- (h) **Lifesaving Coordinator:** The Lifesaving Coordinator shall correspond with the host institution of the lifesaving varsities, ensuring that they are organised and ran in adherence to the regulations of this Constitution.

- (i) Sports Leader: The Sports Leader must be a sports officer of a member institution.
- (j) Swim Ireland Representative: The SI Representative shall be appointed to the Executive Committee by SI and report to and advise the Executive Committee.
- (k) Irish Waterpolo Association Representative: The IWPA Rep shall be appointed to the Executive Committee by the IWPA and report to and advise the Executive Committee. --- [Posts (j) and (k) are subject to approval from IS and IWPA]
- (l) Posts (j) and (k) are subject to ratification by the respective body.

[3] Eligibility for election: Any member of the IUSWA, who fulfils the membership requirements as set out in Article 3, except those on a year's grace, is eligible for election to posts (a) – (h) of the Executive Committee.

[4] Capitation: No institution shall have more than two members represented as officers of the IUSWA in posts (a) – (h).

[5] Four-Year Rule: No one person may sit on the Executive of the IUSWA or any of its sub-committees for more than four consecutive years, at which point they must step down for a period of at least two years. This four-year rule is constantly enforceable.

[6] Election of Officers: Officers of the Executive Committee shall only be elected at a General Meeting of the IUSWA by 50% or more of the quorum as set out in Article 4.3. There shall only be a maximum of two officers from one institution on the Executive Committee at any one time.

[7] Advisory Officers: Officers in posts (i) – (k) above may only be present at a meeting of the IUSWA Executive for the duration of a report they may be giving to the Executive Committee or to answer questions from the Executive Committee. Once their task at the meeting is completed they must leave the meeting. These officers do not have any voting rights at Executive Meetings, EGMs or AGMs.

[8] Duration of the term of office: Each term of office lasts for one calendar year, beginning on 1st July and ending on 30th June the following year. An Annual General Meeting must be held before the 30th June (but not before April 1st) regardless of whether officers were elected during this term at an Extraordinary General Meeting.

[9] Executive Committee Meetings:

Meetings shall be held throughout the year at the prerogative of the Chairperson. An agenda shall be sent out by the Secretary one week in advance of the meeting date. Voting at Executive Committee meetings shall be by simple majority, the Chairperson holding the casting vote in the event of a deadlock.

[10] Resignation of an officer:

- (a) In the event of the resignation of an officer, the Chairperson shall appoint an interim replacement until an EGM can be called in accordance with rules set out below.
- (b) If the Chairperson resigns, the Vice-Chairperson shall assume his/her responsibilities until an EGM can be held to elect a replacement in accordance with the rules set out below.

[11] Removal of an Officer:

- (a) An Officer of the Executive Committee may be removed from their position by a 75% majority at a meeting of the Executive Committee where at least 6 of the 10 Officers are present.
- (b) A motion of no-confidence in any Officer of the IUSWA may be brought at an EGM. If successful, a successor must be elected at that same EGM. *(See Article 4.3 – Removal of an officer of the IUSWA Executive).*

[12] Indemnity:

Every officer of the IUSWA shall be entitled to be indemnified out of the assets of the IUSWA against all losses or liability which s/he may sustain or incur in or about the execution of his or her office or otherwise in the relation thereto and no officer shall be liable for any loss, damage or misfortune, which may happen to or be incurred by the IUSWA in the execution of the duties of his or her office or in relation thereto. Nothing in this clause shall affect their liability for the consequences of any negligent act on their part.

[13] Interpretation:

The Executive Committee of the IUSWA is responsible for the interpretation and enforcement of this Constitution. Their decision on matters relating to this Constitution shall be final, unless successfully challenged as a constitutional amendment at a General Meeting. They shall also be responsible for the interpretation of all minutes and motions.

For the purposes of this Constitution and all IUSWA matters, reference to 'Ireland' shall be taken to mean the whole island of Ireland.

3. MEMBERSHIP:

- [1] All current, registered students of a recognised third level are eligible to be registered with the IUSWA and form an affiliated member club.
- [2] All clubs, representing a recognised third level institution are capable of becoming members of the IUSWA upon payment of the annual affiliation fee as set by the Executive Committee.
- [3] Each member club must then register their athletes with the IUSWA in accordance with the rules as set by the Executive Committee.
- [4] **Year's Grace:**
- (a) Upon graduation from a third level institution a student may still be registered and compete at IUSWA events for the following college year only
 - (b) If, upon graduation, the student has enrolled in another third level institution in Ireland, he/she forfeits the year's grace and may only compete with that current institution only. If registered with an institution outside of Ireland, then the year's grace still stands unless that institution is represented at an IUSWA competition whereby the athlete may only represent one institution
 - (c) Expulsion from college means forfeiture of the year's grace with immediate effect.
- [5] Any person and/or club found in violation of the above membership rules could face financial penalties or a fixed term suspension from IUSWA events, as determined by the IUSWA Executive Committee.

4. GENERAL MEETINGS:

- [1] There shall be two types of General Meetings:
- (a) An Annual General Meeting held once a year no earlier than April 1st with the purpose of electing a new Executive Committee and amending this Constitution;
 - (b) And an Extraordinary General Meeting, which shall be held upon the resolution of the Executive Committee or by a written resolution of five affiliated clubs. The purpose of an EGM shall be to propose a motion of no confidence in a member of the Executive Committee and/or to elect someone to a vacant position and/or to amend this Constitution.

[2] Notice:

- (a) Three week's notice must be given before the holding of an AGM.
- (b) An EGM must be held within two weeks of the Executive Committee receiving a request with no less than one week's notice
- (c) Notice shall be placed on the IUSWA website and emailed to all clubs
- (d) All notices of motions shall be submitted to the Secretary of the Executive Committee no later than one week before the General Meeting
- (e) The agenda for the General Meeting shall be placed on the IUSWA website and emailed to all clubs no less than three days before the Meeting.

[3] Quorum:

The quorum for all General Meetings shall be 50% plus one of all affiliated clubs. Voting shall be determined by simple majority (ie over 50%) unless the motion is a proposal to amend the Constitution, which shall require a 75% majority.

[4] Motion of no confidence in a member of the Executive Committee:

A motion of no confidence may only be brought at an EGM, once one has been called. The motion shall be proposed and seconded by two registered and present members and must go to a vote of those present at the EGM, subject to the rules of Article 2.8. If the motion passes then the officer is deemed to have vacated his/her position immediately and a successor must be elected at the same EGM.

These rules do not apply to the SI/IWPA Rep posts as these are not elected positions. The Chairperson must petition the relevant body for a replacement following a 50% majority vote of no confidence from the Executive Committee.

5. STANDING COMMITTEES:

[1] There shall be standing committees for swimming, waterpolo and lifesaving.

[2] The committees shall consist of:

- (a) The IUSWA Chairperson, who shall be responsible for chairing the group
- (b) The relevant coordinator (swimming, waterpolo or lifesaving) from the Executive Committee
- (c) Three members of the various college committees charged with hosting a particular event to be appointed by the Chairperson
- (d) Two non-student officers involved with the sport to be appointed by the Chairperson.

- [3] These committees are charged with steering IUSWA events in their respective sport and are responsible for:
- (a) Producing rules and standards for all IUSWA competitions;
 - (b) The recruitment and education of officials;
 - (c) The running of varsity events in association with a hosting institution as represented on the standing committee.

[4] Reference to the Executive Committee:

- (a) All decisions/productions/publications of the standing committees must be ratified by the Executive Committee
- (b) All issues of a financial nature must be referred to the Executive Committee and it is at the discretion of the Hon. Treasurer to allocate IUSWA funds to the a standing committee which shall be their only source of income
- (c) It is at the discretion of the Executive Committee which institution shall host an IUSWA event
- (d) All appointments to the standing committees must be sanctioned by the Chairperson.

6. COMPETITIONS:

- [1] All IUSWA competitions shall be held in accordance with FINA rules as enforced by Swim Ireland
- [2] The holding of competitions is at the discretion of the Executive Committee following recommendations from the relevant standing committee
- [3] The events included such competitions shall again be at the discretion of the Executive Committee following recommendations from the relevant standing committee
- [4] There shall at least be one championship event for swimming, waterpolo and lifesaving, limited to affiliated clubs, to decide the Champion College in each sport
- [5] It shall be at the discretion of the Executive Committee to decide upon entry into international competitions and to designate coaches and officials to such international teams.

7. ANTI-DOPING:

It is the policy of the IUSWA that doping is contrary to the spirit of fair play in any sport. Every member of the IUSWA therefore has a duty to ensure that they are free from any banned substances.

Each college club has a duty to be aware of the rules of the Irish Sport's Council relating to anti-doping.

By affiliating with the IUSWA, all clubs and all members agree to the fact that they may be drug tested.

The IUSWA policy for anti-doping is the same as that of Swim Ireland and the current anti-doping rules can be found on the Irish Sports' Council website.

8. REVOCATION:

All previous Constitutions are hereby revoked. However, results of elections held under the previous Constitution shall not be invalidated and will stand until the next set of elections which shall be held under the rules contained in this Constitution.

This Constitution was passed unanimously at an AGM of the IUSWA, held in the Wellington Park Hotel, Belfast, on the 3rd April 2011.

Signed by the Chairperson: Jeff Walsh