1. Societies

There are many resources to support Societies, including how to set up and run a society, which can be found in the [Toolkit](https://www.hwunion.com/get-involved/societies/run/).

* 1. Conditions of Affiliation
     1. A society shall satisfy the following conditions before being granted the status of an affiliated body by the Societies Council:
     2. It shall have a membership of at least 10 Student Members, unless it is a society created for the Scottish Borders Campus whereby it shall have a membership of at least 5 Student Members;
     3. The society’s committee shall consist of at least three positions of Treasurer, President, and one other committee member;
     4. It shall submit and abide by a constitution which it shall not amend without the approval of the Activities Coordinator. The Activities Coordinator shall have the power to require societies to amend their constitution if necessary;
     5. It shall submit:
     6. A copy of its current constitution;
     7. A list of its office-bearers;
     8. Details of its bank accounts, investments and cheque signatories, if applicable;
     9. A copy of its members’ privacy statement;
     10. A named member, usually the Society President, who shall attend Societies Council.
  2. Interim Affiliation
     1. Provided that the Society requesting affiliation meets all the conditions of these Bye Laws, affiliations can be approved in the interim by the following officers until it can be discussed and voted on at Societies Council. For this to happen, ALL of the following officers must approve the affiliation:
     2. Vice President Community
     3. Societies Council MP
     4. Activities Coordinator
     5. It is the responsibility of the Activities Coordinator to notify by email the above people to inform them of the potential interim affiliation. In the event of the vote not being unanimous, the affiliation will be presented to Society Council as normal.
     6. Reaffiliation takes place on an annual basis (November) via submission of a paper to the Union Trustee Board, the paper prepared by the Student Engagement Team’s Activities co-ordinator or similar.
  3. Financial Support
     1. Each affiliated society may apply for financial support from the Societies Development Fund. Societies Council is responsible for deciding on financial support under the direction of the Vice President Community.
     2. The procedure for issuing Societies Development Funding shall be as follows:
     3. Bids for funding of £300 or less per society per year shall be considered and approved by the Vice-President Community and Activities Coordinator.
     4. Single or cumulative bids for funding of more than £300 shall be presented to society representatives at Societies Council, who shall vote by simple majority on whether to approve the funding. Only one representative per society can vote.
     5. The criteria for funding shall be outlined in the [Toolkit](https://www.hwunion.com/get-involved/societies/run/). Further guidance shall be available from the Activities Coordinator.
  4. Disaffiliation  
     1. A society may be disaffiliated by a two-thirds majority resolution of Societies Council on the grounds of:
     2. actions contrary to the aims of the Union;
     3. failure to fulfil the requirements regarding affiliation to the Union specified in this Bye-law;
     4. failure to follow Union Policies, including the [Society Standards and Behaviours Policy](https://www.hwunion.com/get-involved/societies/run/policies/) and Equality Diversity and Inclusion Policy.
     5. Societies shall use these Bye-laws for guidance on any matter not covered by their own constitution. The Activities Coordinator shall provide guidance on interpretation of the Bye Laws in conjunction with the Chief Executive Officer.
  5. Affiliation of Corporate Bodies
     1. Corporate bodies formed by members of the Union for the furtherance of sectional, professional, or recreational interests may be affiliated to the Union with the approval of the Board of Trustees.
  6. Conditions of Affiliation
     1. Such bodies will be required to satisfy the following conditions:
     2. To submit a copy of a constitution;
     3. The constitution shall not be amended without the approval of the Activities Coordinator;
     4. To submit accounts annually to the Union.
     5. Corporate Affiliate Bodies may apply for financial support from the Union.
     6. The Board of Trustees may withdraw the affiliation of any Corporate Affiliate Body as provided in the Constitution.
  7. Removing a Society Leader from Post
     1. Information about removing a Society Leaders from their position can be found in Bye-law 10.5