



UCC

Coláiste na hOllscoile Corcaigh, Éire
University College Cork, Ireland

UNIVERSITY COLLEGE CORK
STAFF GOLF SOCIETY

CONSTITUTION

AGM Approved 19th September 2008

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1. NAME

The Society shall be called “University College Cork Staff Golf Society” (**UCC Staff Golf Society**) and shall be a members’ society. In these rules masculine shall include the feminine and the singular shall include the plural and vice-versa where the context so requires.

2. AFFILIATION AND GOVERNING RULES

The Society shall be affiliated to the Golfing Union of Ireland and shall adopt the Rules of Golf as approved by the Royal and Ancient Golf Club of St. Andrews with the addition of such local rules as the nature of the course may require as being the Rules of Golf of this society.

3. OBJECTIVES OF THE SOCIETY

The objectives of the Society shall be:

- (i) to promote the game of golf among the staff of UCC and to arrange golf outings for the members
- (ii) the creation of an environment of social interaction and goodwill amongst the members of the Society

4. MEMBERSHIP

The maximum membership of the Society shall be 100, a waiting list will operate on a first come basis when necessary vacancies arise.

Membership criteria

- (i) Permanent full-time or part-time employees of UCC (or retired employees in receipt of a UCC pension).
- (ii) Temporary employees of UCC may be considered for membership of the Society at the discretion of the committee if and when a vacancy arises.
- (iii) Representatives of organizations with a substantial presence on the UCC campus, i.e. Banks, Caterers, Concessionaries, Contractors etc. (at the discretion of the committee).
- (iv) Former Captains of the Society.
- (v) Founder members.

NOTE:

- (a) Only category 4(i) members are eligible to represent the Society in external team competitions.
- (b) Visitors are only permitted to play at the invitation or with the permission of the Captain/committee.

Non payment of annual subscription by the date of the first outing may result in expulsion from the UCC Staff Golf Society.

5. VOTING RIGHTS

The right to vote at all general meetings and EGMs shall be confined to members whose subscriptions have been fully paid within 90 days in advance of the Annual General Meeting.

6. MANAGEMENT STRUCTURE

- (i) All affairs and competitions of the Society shall be under the management of a Committee consisting of:
 - Seven office bearers (Captain, Vice-Captain, President, Secretary, Treasurer, Competition Secretary, Handicap Secretary)
 - Four ordinary members
 - Two ex officio members – the outgoing Captain and President with full voting rights
- (ii) Committee meetings shall be held when necessary throughout the year, with each member having a vote.
- (iii) The Captain (or if unavailable, his/her nominee from the committee) shall chair all committee meetings, with full voting rights and a casting vote where necessary.
- (iv) Five members present shall form a quorum at committee meetings.
- (v) Any suggestions for improvement of the Society or any complaints must be addressed in writing to the Secretary for submission to the Committee.
- (vi) A quorum of 15 members is required to call an AGM or EGM.

7. OFFICERS

- (i) The Officers of the Society shall consist of a Captain, Vice-Captain, President, Secretary, Treasurer, Competition Secretary and Handicap Secretary.
- (ii) It will not be permissible for any member to hold more than one office at a time. An Officer must have been a member of the Society for at least 1 year.
- (iii) The Captain will nominate a successor from the membership to act as Vice-Captain for the following season.
- (iv) The Captain will be an honorary member of the Society for the duration of his/her year of office.

- (v) The other 6 officers shall be elected/re-elected annually at the general meeting for a period not greater than 5 years, after which he/she shall be ineligible for committee/office for 1 year.

8. CAPTAIN

The Captain shall be the nominee of the outgoing Captain who shall obtain an appropriate seconder and which nominee would normally have served as Vice-Captain in the preceding year. The outgoing Captain's nominee is normally elected unopposed at the Annual General Meeting provided always that an opposing candidate may also be nominated for that office in accordance with the procedure outlined in clause 13. The Captain shall remain in office for one year and shall chair committee meetings. He will represent the Society at all official functions and will submit a report of his stewardship to the Annual General Meeting.

9. VICE-CAPTAIN

The Vice-Captain shall be the nominee of the incoming Captain who shall obtain an appropriate seconder and which nominee is normally elected unopposed at the Annual General Meeting provided always that an opposing candidate may also be nominated for that office in accordance with the procedures outlined in clause 13. The Vice-Captain shall remain in office for one year.

10. PRESIDENT

The President shall be nominated by the outgoing committee each year provided always that an opposing candidate may also be nominated for that office in accordance with the procedure outlined in clause 13.

11. TREASURER

The Treasurer shall be nominated by the outgoing committee each year provided always that an opposing candidate may also be nominated for that office in accordance with the procedure outlined in clause 13.

12. SECRETARY

The Secretary shall be nominated by the outgoing committee each year provided always that an opposing candidate may also be nominated for that office in accordance with the procedure outlined in clause 13.

13. NOMINATION OF OFFICERS

The Captain shall have the right to nominate a candidate to succeed him in office and the incoming Captain shall have the right to nominate a Vice-Captain. The Committee shall nominate candidates for the remaining officers of the committee. Such nominations shall be confirmed by the committee in advance of the Annual General Meeting and shall be included in the notice of the Annual General Meeting. Four or more members may nominate an opposing candidate for each office by submitting a formal letter of nomination to the

Secretary in advance of the Annual General Meeting. Such nomination must be accompanied by a letter from each individual candidate formally accepting the nomination and agreeing to let his name go forward for election to a specific office.

14. COMMITTEE

- (i) The Committee will consist of the 7 officers (Captain, Vice-Captain, President, Secretary, Treasurer, Competition Secretary and Handicap Secretary) and 4 ordinary committee members. The outgoing Captain and President shall be an ex officio members of the committee for the following year, with full voting rights.
- (ii) To be eligible for committee, nominees must be members of the Society for at least 1 year.
- (iii) The 4 ordinary committee members shall be elected by the members annually at the AGM, with nominations allowed from the floor.
- (iv) Ordinary membership of the committee shall be for a maximum of 5 years after which he/she shall be ineligible to go forward for committee for 1 year.
- (v) All elections at the AGM shall be by secret ballot.
- (vi) The Committee shall arrange outings each year. To be eligible to win the Captain's Prize, a competitor must have played in at least one Society outing preceding the Captain's Prize.

15. QUORUM

The quorum for committee meeting shall be five including Captain or Vice-Captain. In the event of a tie, the Captain shall have a casting vote at committee meetings.

16. SUB-COMMITTEES

The Captain and officers of the Society shall have power to appoint sub committees for such purposes and with such powers as they may deem necessary.

17. BORROWING

The Captain and committee shall not have any power of borrowing.

18. REMOVAL/RESIGNATION

Any officer or committee member of the Society shall automatically vacate his position if any of the following shall occur:

- (i) if any disciplinary action is taken against him in accordance with the rules of golf
- (ii) if he absents himself from three successive ordinary meetings of the committee without special leave of absence.

An officer or committee member may resign his office by giving the Captain/committee one calendar month's notice in writing. The committee may make such arrangements as it deems fit to fill any vacancy arising under this clause by co-option or otherwise.

19. HONORARY AUDITOR(S)

The Annual General Meeting each year shall appoint one or more persons to act as Honorary Auditor(s) for the following year and to present a report thereon to the next Annual General Meeting.

20. GENERAL MEETINGS

(a) **Annual General Meeting:** The Society shall in each year hold an Annual General Meeting in addition to any other meetings of the Society in that year and the Annual General Meeting shall be specified as such in the notices calling it. The Annual General Meeting shall normally be held on the Society's final outing, at such time and place as the officers and committee may see fit to appoint. The purpose of the Annual General Meeting is for members to receive the Captain's Report, the Secretary's Report, the Treasurer's Report, the Honorary Auditor's Report, to elect officers and committee members of the Society, to appoint Honorary Auditor(s) and to transact any other business of the Society. The quorum for an AGM shall be 15 paid up members.

(b) **Extra Ordinary General Meeting:** All general meetings of the Society other than the Annual General Meeting shall be called Extraordinary General Meetings. An Extra Ordinary General Meeting may be called as follows:

(i) at the request of the committee or,

(ii) on a requisition to the Secretary, signed by at least 15 members, stating the business to be brought forward at the meeting.

(iii) the quorum for an EGM shall be 15.

(c) **Notice of General Meeting:** Notice of the Annual General Meeting and of Extraordinary General Meetings shall be posted to all Society members in advance of such meeting. Such notice shall specify the time and place of meeting and the business to be transacted. The committee shall take such additional steps it deems appropriate to ensure adequate publicity of the holding of any general meeting of the Society.

(d) **Voting:** The mode of voting shall be by show of hands, unless otherwise decided by the meeting.

(e) **Conduct of General Meeting:** The Captain shall chair general meetings of the Society. In his absence the Vice-Captain shall chair the meeting. In the event of a tie, the Chair shall have the casting vote in addition to his own deliberative vote.

21. AMENDMENTS TO THE CONSTITUTION

- (i) Any notice of motion to amend the constitution must be supported by at least 5 members of the Society.
- (ii) Such amendments will require two-thirds majority of those present at a properly constituted AGM or EGM, all members having received due notice of the particular notice(s).

22. BYE-LAWS

The committee shall be entitled by simple majority, to make and amend bye-laws for the regulation of the activities of the Society. Any such bye-laws made and/or amended by the committee shall have immediate effect but shall be subject to review at the next Annual General Meeting or by an Extraordinary General Meeting called for that purpose in accordance with clause 20.

23. COMPLAINTS

Complaints shall be made in writing to the Secretary, who if unable to resolve the cause shall submit them to the committee.

24. DISSOLUTION OF THE SOCIETY

If, at any special general meeting of which due notice has been given and called in accordance with the Constitution as set out herein, a resolution for the dissolution of the Society be carried by a majority of not less than nine tenths of the members present and entitled to vote, the Captain and Committee shall thereupon proceed to realise the assets of the Society and after the discharge of all liabilities shall forward the net proceeds to the membership. On the completion of such appropriation, the Society shall be dissolved.

25. TRANSITIONAL PROVISIONS

The General Meeting of the Society, at which the Constitution of the Society is first approved, may proceed thereupon to elect officers and members of the committee of the Society for the first subsequent year, notwithstanding any requirement for prior nomination or notice under any clause of the Constitution.

26. INTERPRETATION OF CONSTITUTION

The committee shall be the sole authority for the interpretation of the Society Constitution and Bye-Laws and any decision of the committee on any question of interpretation or upon any matter affecting the Society and not provided for by the Constitution or the Bye-Laws made hereunder, shall be final and binding on the members, subject to appeal to a general meeting.



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BYE-LAWS

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1. SOCIETY COLOUR/EMBLEM

The official emblem is the UCC emblem incorporating the colour of navy with the words UCC Staff Golf Society substituting for the motto.

2. CONDUCT ON GOLF COURSE

Members are requested to obey the rules and regulations of host clubs, in relation to dress, boundaries, trespass and clubhouse at all times.

3. COMPETITIONS

All competitions are operated on a time sheet held by the Competition Secretary. Time sheet opens ten days in advance of each competition date. Members must book time slot by contacting the Competition Secretary with details of names etc. Entry is on a first come basis.

4. MARKING OF CARDS - TIES

- (a) Cards should be filled in before playing from next tee.
- (b) All cards must be returned without delay to the officer of the day. Cards so returned cannot be altered subsequently.
- (c) Ties shall be decided in accordance with rules set out by the committee and where specific rules are not set for a competition the following shall apply. In the event of a tie in all competitions other than match play, ties will be broken as follows:

18 Holes: On back 9, 6, 3, 2, 1 and then last 8, 7, 5, 4 if a tie is still not resolved proceed to front 9 and then 12, 15, 10, 11, 13, 14, 16, 17.

15 Holes: Last 7, 4, 2, 1, 6, 5, 3 and then front 8
Last 7, 4, 2, 1, 6, 5, 3 and then front 7.

5. CAPTAIN'S PRIZE (ELIGIBILITY) - VISITORS

Eligibility

- (a) Winner must be a current paid up member of the UCC Staff Golf Society.
- (b) Winner must be a holder of an official golf club handicap/UCC Staff Golf Society handicap.
- (c) Winner must have played in at least two UCC Staff Golf Society outings from the previous Captain's outing.

Visitors

The following may play as visitors in Society outings:

- (a) Guest(s) at the Captain's/committee's discretion and timesheet availability
 - (b) Sponsor(s)
- Visitors are only eligible to win the prizes in the Visitor's Prize section only.

6. RULES OF FINANCE

- (a) Treasurer to maintain record of all financial transactions.
- (b) Report to Annual General Meeting with appropriate financial statement.
- (c) Financial position to be reported regularly to Committee meetings.
- (d) All expenditure within guidelines to be approved by Committee.
- (e) All cheques issued to be signed by Treasurer and either the Captain or Vice-Captain.

7. PLAYER OF THE YEAR

The above will be decided on the best five cards returned out of seven competitions played. Best five will be added on a cumulative point basis. The **Eugene Ryan Golfer of the Year Perpetual Trophy** shall be awarded to the golfer of the year. Golfer of the year points will be awarded on unadjusted scores as follows:

1 st	=	10 points
2 nd	=	8 points
3 rd	=	7 points
4 th	=	6 points
5 th	=	5 points
6 th	=	4 points
7 th	=	3 points
8 th	=	2 points
9 th	=	1 point

The best 5 scores will count for golfer of the year. In the event of a tie, the number of highest finishes will decide the winner.

8. INTERVARSITY TEAM SELECTION

Where entered by the committee, any team selected to represent the Society at the Staff Intersociety Golf Competition shall be automatically selected from the top eight qualified (i.e. holding a valid GUI/ILGU playing handicap) players in the order of merit from the preceding year's Golfer of the Year competition. This is applicable to Category I players only. In addition, the Captain/Officers shall add two "wildcard" selections to complete the team selection of ten players. The Captain has the right to be named as one of the wildcard picks.

9. SCORING SYSTEM

Definitions:

- Category 1: Handicaps 0-12 inclusive
- Category 2: Handicaps 13-18 inclusive
- Category 3: Handicaps 19+

- (a) As it is solely the responsibility of members to ensure that their handicap reasonably reflects their standard of play, through participation in club competitions or by the submission of cards to their club, **unadjusted club handicaps** will be used for all competitions, (see Note 1). **All cards must be returned.**
- (b) Every member is provided with a Society index for adjustment purposes. Members without a GUI/ILGU handicap shall be provided with a Society index which will be recognised as their official Society handicap.
- (c) The Society index is adjusted as follows:-
 - (i) Win – deduct 2 points
 - (ii) 2nd, or 3rd – deduct 1 point
 - (iii) Society members not possessing a GUI/ILGU handicap shall have their handicap adjusted according to the standard scratch score of the course being played.
- (d) The score at an outing is determined by stableford points obtained from the GUI handicap adjusted by the difference between the GUI handicap and the rounded Society index.
- (e) The Society index shall apply for one year only.

NOTE

1. If a member does not possess a current GUI/ILGU handicap, the Handicap Secretary shall assign a Society handicap that shall be a maximum of 18 for a man and 30 for a lady and shall be subsequently adjusted in accordance with the normal handicapping system.
2. (i) The Captain's Prize/President's Prize competitions will be played without adjustment of scores. However, the result of these competitions will affect scoring in subsequent competitions.

(ii) The **Duggan and South Cups** will be played without adjustment. However, where a member's card counts as part of a winning team in these competitions, **1 stableford point** (or equivalent adjustment) will apply for subsequent outings. An additional 1 point deduction will apply where a member receives a prize for the best card on a winning or losing UCC GS team. Adjusted scores will be used for any internal competitions organized in conjunction with the Duggan or South Cup.

(iii) All adjustments will be cancelled at the start of each new season.

10. ETIQUETTE

Members are reminded that the object of these bye-laws and of etiquette generally is to enable all members to enjoy membership of the Society and participation in the Society's outings with minimum inconvenience to others. These should, therefore, be complied with in all respects.

All players shall observe the general regulations regarding courtesy, priority and the care of the course as outlined in the rules of golf as approved by the Royal and Ancient Golf Club of St. Andrews.

