

## Governance of the Oxford University Role Playing Game Society

The Society has three executive Offices as described in the Constitution: the President, the Treasurer and the Secretary. These three Offices make up the Executive Committee, and are appointed yearly at the AGM, by election. The full Committee includes further roles as defined in 'Additional Posts of the Oxford University Roleplaying Game Society'. The implementation of the Constitution and the By-Laws rests with the Committee, including the Executive Committee.

The Society also has an associated Senior Member, who is responsible for scrutinising termly accounts and events planned (i.e. the termcard). The Senior Member's role is to act as an accountable link between the Society and the Proctors, as defined within the Constitution. The President and Secretary should maintain termly communication with the Senior Member.

Any public communication made by any official of the society on behalf of the Society as a whole (e.g. with the Proctors, or with OUSU regarding Freshers' Fair) should be copied to the President.

Those who have either paid the yearly membership fee in the last year or paid the life membership fee are either Members, if they are either student members of the University of Oxford or elected officials of the society, or Alumni otherwise. Alumni are still welcome to participate in the society's events, but are not entitled to vote at general meetings.

In order to comply with the GDPR, society games must have a privacy policy. The standard form for this is UMBA's privacy policy, which is at [http://umba.chaosdeathfish.com/privacy\\_policy](http://umba.chaosdeathfish.com/privacy_policy).

From 13th February 2021, the Society claims no ownership of copyright for games produced for the Society. Any copyright in those games remains the property of the creators of the associated works.

The treasurer shall set an amount of funds to be available annually to official games run by the society that is sustainable based on the society's income and other expenditure. This shall be submitted for approval at the AGM along with the accounts. If it needs to be updated before the next AGM, a change may also be approved by the committee.

When a GM for a game requests funds from the society, it is the responsibility of the treasurer to decide on the amount to allocate to that specific game, unless the treasurer is also involved in running that game, in which case the funding must be agreed on by another member of the committee who isn't involved in running the game.

The amount allocated to each game should be based on how much money that game needs relative to the average game, and how much money the average game can get based on the budget, and the current financial situation of the society. A record of what previous games requested money for, and how much money they received,

should be kept to compare new games to. Additionally, the amount allocated in total during any year may not exceed the amount budgeted for funding games.

Repayment of this money to the society should be agreed upon when the funding is allocated. Game organisers may, for example, ask for donations from players to cover the costs of the game. Any excess or deficit is borne by the society.

The passwords for all of the accounts associated with the society's IT resources should be given to at least one member of the committee other than the Netrep.

## General Meetings

In addition to the Annual General Meetings as defined in the Constitution, a Termly General Meeting may be called in Michaelmas and/or Trinity Full Term by the President, the Secretary or the Treasurer on not less than seven days' notice. Similarly to the AGM, such meetings will consider any motions and other relevant business raised from the floor of the meeting in addition to those of which notice was given in the agenda.

The Annual General Meeting shall take place on Sunday of 5th week, Hilary Term, except at the discretion of the committee. Any reasons to deviate from the standard date (e.g. clashes with other events) should be submitted to the committee by Friday of 2nd week. Notice for the meeting is issued with the HT term card, along with the standard agenda (including motions brought forward from the previous meeting). The agenda should be updated later by the secretary with any motions and nominations submitted to them by Friday of 2nd week.

An Extraordinary General Meeting can be called at any time in Full Term as described within paragraph 9 of the Constitution; such meetings will consider only subjects of which notice was given in the agenda.

The President shall have the right to preside at all meetings of the members of the Society and at all meetings of the Committee. Should the President be absent, or decline to take the chair, the Committee shall elect another member of the Committee to chair the meeting.

No individual may represent more than 4 others by proxy at a General Meeting, except for proxy votes given to the secretary where voting preferences have been specified in advance.

The elected officials present at a general meeting must wear the silly hat(s) corresponding to their role(s).