

New Club Creation Process

*A note for **information** by the Deputy President (Clubs and Societies)*

Current Process

The current process for the creation of new Clubs, Societies & Projects is as follows:

1. The interested group fills out the New Club Form available on imperialcollegeunion.org
2. The form is sent to the DPCS
3. The DPCS organises New Clubs/Projects Committee
4. At the committee the club has 5 minutes to present their application, 5-10 minutes of questions from the panel, then after the panel deliberates they are either accepted or rejected or may put the club into the new club incubator to gauge interest.
5. DPCS and Membership Services support a club through the new club incubator
6. DPCS organises the setup of the club contacting the proposer for committee details.
7. After this the DPCS organises the setup of their Club on the Union's internal systems, and ensures that they have a meeting with their Management Group Chair to explain the rules and how to operate.

Proposed Process

1. The interested group fills out the New Club Form available on imperialcollegeunion.org this contains their proposed committee and details needed to create the club on the union system.
2. The form is submitted to the DPCS
3. The DPCS organises New Clubs/Projects Committee
4. At the committee the club has 5 minutes to present their application, 5-10 minutes of questions from the panel, then after the panel deliberates they are either accepted or rejected or suggest any adjustments to the proposal to make it more suitable for the next application.
5. The proposed club then enters the new club incubator allowing them to book rooms and organise a zero cost event with support from the DPCS and Membership Services.
6. If the required number specified by NCC attended the event the club is created.
7. DPCS sets up the club using details on their original application.
8. After this the DPCS organises the setup of their Club on the Union's internal systems, and ensures that they have a meeting with their Management Group Chair to explain the rules and how to operate.

Problems with the Current Process:

1. The current format offers all students the opportunity to have their ideas heard, but offers little in the way of initial support to the club once started.
2. The list of CIDs provided as evidence of interest in a club is often not representative and is often filled out by those that would not join the club.
3. It is difficult to gauge true interest and benefit based purely on the application.
4. There is a turnover of small clubs being created and dying off soon after creation.