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# The Constitution of Students’ Union UCL

# Baking Society

### Name

#### The name of the club/society shall be Students’ Union UCL Baking Society.

#### The club/society shall be affiliated to Students’ Union UCL.

### Statement of Intent

#### The constitution, regulations, management and conduct of the club/society shall abide by all Students’ Union UCL policy, and shall be bound by the [Students’ Union UCL Memorandum & Articles of Association](http://studentsunionucl.org/governing-documents), [Byelaws](http://studentsunionucl.org/governing-documents), [Club and Society Regulations](http://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations) and the club and society procedures and guidance – laid out in the ‘[how to guides](https://studentsunionucl.org/how-to-guides)’.

#### The club/society stresses that it abides by Students’ Union UCL Equal Opportunities Policies, and that club/society regulations pertaining to membership of the club/society or election to the club/society shall not contravene this policy.

#### The Club and Society Regulations can be found on the following webpage: <http://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations>.

### The Society Committee

#### President

#### The president’s primary role is laid out in section 5.7 of the Club and Society Regulations.

#### This role primarily involves the following: liaising with the Union for any official matters, booking UCL rooms, coordinating with the rest of the committee to ensure everyone knows their responsibilities/is able to meet them, arranging committee meetings/AGM/EGM, and troubleshooting any problems that arise.

#### Treasurer

#### The treasurer’s primary role is laid out in section 5.8 of the Club and Society Regulations.

The treasurer deals with the finances of the society, and for baking soc, this mainly consists of submitting refund forms online for expenses like paper plates, utensils, prizes given out at socials and other purchases at events. Working with the president, the treasurer can also delegate tasks to the rest of the committee and be in contact with the SU when necessary.

#### Welfare Officer

#### The welfare officer’s primary role is laid out in section 5.9 of the Club and Society Regulations.

The welfare officer’s main role is to be a first point of contact for any personal issues (such as mental health) that a member may have. You do not have a responsibility to provide mental health care but should know who/where to direct members to go to for assistance.

#### Additional Committee Members

#### **Events Officer**

The events officer plans meet-up themes and ideas for socials (with the help of the committee) and is responsible for buying the prizes for star baker for each meet up. The event officer will work with the committee to plan larger annual events (such as the cake crawl, and the Inter-Uni Bake off) and also plan fun, slightly different events.

#### **Publicity Officer/ Social Media Manager**

The role of publicity officer is to promote events within the society and making our society well known around campus. This includes handling the society’s social media accounts, making any necessary graphics, star baker voting forms and collaborations.

#### Management of the club/society shall be vested in the club/society committee which will endeavour to meet regularly during term time (excluding UCL reading weeks) to organise and evaluate club/society activities.

#### The committee members shall perform the roles as described in section 5 of the Students’ Union UCL Club and Society Regulations.

#### Committee members are elected to represent the interests and well-being of club/society members and are accountable to their members. If club/society members are not satisfied by the performance of their representative officers they may call for a motion of no-confidence in line with the Students’ Union UCL Club and Society Regulations.

### Terms, Aims and Objectives

#### The club/society shall hold the following as its aims and objectives.

#### The club/society shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.

#### The core activities of the club/society shall be:

* Fortnightly themed bake sharing events
* Cake crawl
* Inter-uni Baking Competitions

#### In addition, the club/society shall also strive to organise other activities for its members where possible:

#### Baking Classes

* Collaborations with other food and cultural societies e.g. UCL Food Society, UCL Singapore Society
* Charity Bake Sales
* Career talk with bakery owners e.g. Shaheen Peerbai from Miel Bakery

#### This constitution shall be binding on the club/society officers, and shall only be altered by consent of two-thirds majority of the full members present at a club/society general meeting. The Activities Executive shall approve any such alterations.

#### This constitution has been approved and accepted as the Constitution for the Students’ Union UCL Baking Society. By signing this document the president and treasurer have declared that they have read and abide by the Students’ Union UCL Club and Society Regulations.

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| President name: | Marie Anne Lise Tan |
| President signature: | Anne |
| Date: | 3 August 2023 |
| Treasurer name: | Tanay Tarak Tewari |
| Treasurer signature: | Tanay |
| Date: | 3 August 2023 |