

THE CONSTITUTION OF THE UNIVERSITY COLLEGE LONDON DATA SCIENCE SOCIETY (UCL DSS)



DATA SCIENCE SOCIETY

1. Name

- 1.1. The name of the society shall be the University College London (UCL) Data Science Society, abbreviated UCL DSS.
- 1.2. The society shall be affiliated to Students' Union UCL.
- 1.3. The name of the UCL Data Science Society shall be hereafter referred to as 'the Society'
- 1.4. The name of the Students' Union UCL shall be hereafter referred to as 'the Union'

2. Statement of Intent

- 2.1. The constitution, regulations, management and conduct of the society shall abide by all Union Policy, and shall be bound by the Students' Union UCL Memorandum and Articles of Association and Byelaws, the Club and Society Regulations and the Club and Society Procedures and Guidance, laid out in "how to guides".
- 2.2. The society stresses that it abides by Students' Union UCL Equal Opportunities Policies, and that society regulations pertaining to membership of the society or election to management of the society shall not contravene this policy.
- 2.3. The Club and Society Regulations can be found at the following website:
<http://studentsunionucl.org/clubs-societies/resources>

3. The Structure of the Society Committee

- 3.1. The Society Committee shall consist of the 3 members of the Leadership Committee, 3 heads of divisions and 3 inter-division directors.
- 3.2. The members of the Leadership Committee are the President, the Vice-President and the Treasurer

4. Committee Rules

- 4.1. The members of the Leadership Committee must always be elected via a democratic process during the Annual General Meeting (AGM) of the Society in Term 2.
- 4.2. All heads of division and directors will also be elected at the AGM, given that there are nominations for these roles.

- 4.2.1. In the event that that there are no nominees, these roles will be filled by appointment of the Leadership Committee, with the agreement of the other elected members.

5. The Society Leadership Committee

5.1. President

- 5.1.1. The President's primary role is laid out in section 5.7 of the Club and Society Regulations.
- 5.1.2. The President must also maintain effective relationships with the societies of the UCL Guild, UCL departments, sponsors of the Society and partner societies from other universities.
- 5.1.3. The President is also responsible for guiding fellow members of the Committee and supporting them in matters both society and non-society related.

5.2. Treasurer

- 5.2.1. The Treasurer's primary role is laid out in section 5.8 of the Club and Society Regulations.
- 5.2.2. The Treasurer is ultimately responsible for the successful raising of society funds through sponsorship activities.

5.3. Vice President

- 5.3.1. The Vice President's primary role is assisting the President in achieving the Society's short-term goals, coordinating the divisions of the Society and being the primary point of contact if the President is unavailable.
- 5.3.2. The Vice President shall must also maintain effective communications with other UCL societies, academic partners and the Society's members.

5.4. Head of Sponsorships

- 5.4.1. Primary responsibilities are:
 - 5.4.1.1. Pitching to corporate contacts to raise funding.
 - 5.4.1.2. Assisting the Head of Events in organising sponsored events.
 - 5.4.1.3. Working closely with other heads of sponsorship within the UCL Guild.
- 5.4.2. Further responsibilities include building and maintaining close relationships with all corporate partners, and seeking out other opportunities for collaboration.

5.5. Head of Events

- 5.5.1. Primary responsibilities are:
 - 5.5.1.1. Planning and organising socials, sponsor and partner events
 - 5.5.1.2. Inviting prestigious speakers
 - 5.5.1.3. Overseeing logistical needs of workshops and hackathons
- 5.5.2. Further tasks include maintaining frequent collaboration with the societies of the UCL Guild and reaching out to members regularly to identify new event opportunities.

5.6. Head of Marketing

- 5.6.1. Primary responsibilities are:

5.6.1.1. Managing the Society's website, social media outlets and weekly mailing list

5.6.1.2. Oversee the creation of a detailed, appropriate and consistent brand image on promotional content.

5.6.1.3. Proactively ensure that online interest is generated for our society activities.

5.6.2. Further tasks include planning the Society's appearance on the Welcome Fair and supplying our members with merchandise.

5.7. Director of Hackathons

5.7.1. Primary responsibility is organising and leading a team of committee members and/or volunteers in creating hackathons throughout the academic year.

5.7.2. This involves working closely with all heads of division and liaising with industry or academic professionals.

5.8. Director of Science

5.8.1. Primary responsibility is developing a curated syllabus for a student-led workshop series that can be re-used and expanded, spanning beginner to intermediate programming and machine learning knowledge.

5.8.2. This may involve preparing and delivering the workshop materials.

5.9. Director of Research

5.9.1. Primary responsibility is overseeing the development of the Society's flagship service, an online platform for articles, interviews, tutorials, events, databases, and more.

5.9.2. This involves liaising with guest authors across industry and academia.

5.9.3. Further tasks include assisting the heads of divisions by highlighting potential speakers, and partnership or sponsorship opportunities.

5.10. Management of the society shall be vested in the Society Committee which shall endeavour to meet regularly during term time (excluding college reading weeks) to organise and evaluate the Society's activities.

5.11. The Committee members will perform the roles as described in section 5 of the Union Club and Society Regulations document.

5.12. Committee members are elected to represent the interests and well-being of Society members and are able to be held to account. If Society members are not satisfied by the performance of their representative officers they may call for a motion of no-confidence in line with section 5.6 of the Club and Society Regulations.

6. Terms, Aims and Objectives

6.1. The society shall hold the following as its aims and objectives.

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

6.3. The core activities of the society shall be to:

6.3.1. Connect the numerous industries using data science, machine learning, artificial intelligence or other data analytics applications with members through talks and meetups.

- 6.3.2. Pass machine learning and programming knowledge to our members through a student-led, consistent and reusable, inclusive workshop series.
 - 6.3.3. Introduce data science to curious students and provide an outlet for those with a data science and machine learning skill set through partnered hackathons.
 - 6.3.4. Facilitate social and networking events in collaboration with the societies of the UCL Guild.
- 6.4. In addition, the society shall also strive to organise other activities for its members where possible:
- 6.4.1. Consulting projects with partner firms or societies
 - 6.4.2. Provide internships or dissertation opportunities from partner firms
7. This constitution shall be binding on the society officers and shall only be altered by consent of two-thirds majority of the full members present at a society general meeting. Activities Network Executive shall approve any such alterations.
8. This constitution has been approved and accepted as the Constitution for the University College London Data Science Society. By signing this document, the President and Treasurer have declared that they have read and abide by the Clubs and Societies Regulations.

DocuSigned by:

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Bhavya Gupta
President
2021-2022

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Dabeen Oh
Treasurer
2021-2022