# 

# The Constitution of Students’ Union UCL

# Climate Action Society

### Name

#### The name of the club/society shall be Students’ Union UCL Climate Action 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.

i. Shall hold office from the day after the end of term 3 until the last day of term 3 in the following

academic year.

ii. Shall be a Principal Officer of the Club or Society and shall ensure that appropriate elections for

the following year’s Officers take place alongside USG Recruitment.

iii. Shall be the primary point of contact between the Union and the Club or Society members. They

must ensure that the Club or Society is represented at all relevant Union meetings.

iv. Shall have ultimate responsibility for all the activities of the Club or Society, including joint

responsibility for the financial affairs with the treasurer [see below]

#### Treasurer

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

i. Shall hold office from the day after the end of term 3 until the last day of term 3 in the following

academic year.

ii. Shall be a Principal Officer of the Club or Society and shall be jointly responsible for all financial

matters of the Club or Society.

iii. Shall authorise and record all expenditure on behalf of the Club or Society except for when they

need to reclaim money themselves. In this case the President shall authorise this expenditure.

#### Welfare Officer

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

i. Support the President in running the society.

ii. Help the President delegate individual tasks and responsibilities to manage and organize (e.g

event organisation, brochure designs, delivering presentations etc., sub-heading meetings).

iii. Work closely with the treasurer to create a feasible spending plan.

iv. Help make strategic decisions for the future of the society.

Vice-President

3.4 A description of specific tasks carried out by the Vice-President is outlined below.  i. Support the President in running the society.

ii. Help the President delegate individual tasks and responsibilities to manage and organize (e.g  event organisation, brochure designs, delivering presentations etc., sub-heading meetings).  iii. Work closely with the treasurer to create a feasible spending plan.

iv. Help make strategic decisions for the future of the society.

Operations Chief Executive

#### A description of specific tasks carried out by the Operations Chief Executive is outlined below.

1. Administration of the society

ii. Supervising all other divisions and addressing their concerns as well as communicating them to the President.i.e. Overseeing event planning with the events division and posters for marketing  iii. Communication to all committee about events and general notices via: group chats, emails and phone calls

General Secretary

3.6 A description of specific tasks carried out by the General Secretary is outlined below.  i. In charge of the co-ordination and logistics of the society (e.g. planning the society's annual calendar, event day schedules etc.).

ii. Supports the President and Vice President in organisation and delegation including monthly agendas outlining proposed plans and objectives for individual committee members.  iii. Write and send fortnightly newsletters and manage society email accounts.  iv. Work with the Media & Marketing officers to ensure media content is up to date.

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Executive Director

3.7 A description of specific tasks carried out by the Executive Director is outlined below.  i. Managing 6 Executives in the team: 3x First Year Executives, 2 x Second Year Executives, 1 x  Third Year Executives

ii. Delegating individual tasks to executives within this division and to the executives of other divisions

iii. Working closely with the President to aid the smooth running of other divisions and providing support to division leaders

iv. Reach out to as many people as possible in UCL.

v. Represent the society and spread its ideals in each year (e.g. organizing and hosting departmental workshops/events in collaboration with the Events division).

Recruitment and Diversity Executive

3.8 A description of specific tasks carried out by the Recruitment and Diversity Chief Executive is outlined below.

i. In charge of the recruitment process of the committee members for the upcoming academic year, and executives once the new academic year commences.

ii. Working closely with the President and Treasurer to select the most suitable candidates for the committee.

iii. Organising an EGM and a Recruitment Process for emergency events in the year (i.e. if a committee member resigns/if an extra member is needed)

iv. Ensuring incorporation of students from all disciplines, degrees and backgrounds v. Having a special focus on involving different ethnicities, countries or localities through events/

#### Additional Committee Members

#### Other position in the committee include: Event Directors, Socials Directors, Social Media

Director, Media and Film Directors, Marketing Director, Sales and Promotions Directors, Outreach

Directors, Sponsorship Director, First, Second-, and Third-Year Executives. Roles and criteria set by

the Union and the President.

#### 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

#### Below is a diagram representing the committee structure of the society for the academic year

A diagram of a company

Description automatically generated

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### 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:

i. Improving education, awareness-raising and student and university institutional capacity on  climate change mitigation, adaptation, impact reduction and early warning.   i. The Sustainability Symposium

 ii. Regular, bimonthly socials for members as well as collaborating with other  related societies.

ii. Integrate climate change measures into coursework, national policies, strategies and planning.  Supporting internships and careers.

 i. Supporting divestment of fossil fuels on campus and in the local community.   ii. Sustainability Careers Night

 iii. Strengthening resilience among students to produce adaptive capacity to climate related hazards.

i. Founding an International Climate Action Network for higher education institutions   ii. Running workshops in partnership with NGOs to help foster youth activism.  iv. Understanding the role of governments, non-governmental organisations, international  organisations,

businesses, media and the world population in climate action.

 i. Participating in community-based and international events such as the  Bloomsbury Festival, and possibly London Climate Action Week, UNCOP26.   ii. Organising events and discussions with the House of Lords/Parliament, Department of  Transport, Business and Energy.

v. Championing climate action and sustainability at the local, national, and international level  through implementing climate mitigation and adaption projects and strategies.   i. Introducing green technologies in buildings, and sustainable infrastructure like compost  systems, green roofs, etc.

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

i. Climate Science Series

ii. Attending Youth Climate Strikes

iii. Founding a London Student’s Eco-fair

iv. Possibly collaborating with Bartlett of Architecture to develop urban development courses  and strategies.

v. Film screenings

vi. Running workshops and other climate activism events with other societies focused on the  environment, culture, business and finance, media, politics, fashion, etc.

#### 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 Climate Action 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: | Ellen Donald |
| President signature: | Ellen Donald |
| Date: | 09/08/23 |
| Treasurer name: | Zachary Taylor |
| Treasurer signature: | Zachary Taylor |
| Date: | 09/08/23 |