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# The constitution of the Students’ Union UCL Kinesis Magazine

### Name

#### The name of the society shall be the Students’ Union UCL Kinesis Magazine.

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

### Statement of Intent

#### The constitution, regulations, management and conduct of the society shall abide by all Students’ Union UCL 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”.

#### 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 management of the club/society shall not contravene this policy.

#### The Club and Society Regulations can be found at the following website:

#### www.studentsunionucl.org

### The Society Committee

#### President

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

#### You may add specific details to the job description of your President if you wish.

#### Treasurer

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

#### You may add specific details to the job description of your Treasurer if you wish.

#### Social Secretary

#### To organise social events for the society with the help of the President and Treasurer.

#### To maintain the society’s social media output, including Facebook, Instagram, email inbox and mailing list.

Web Editor

#### To maintain the official website, by uploading articles and other content and upgrading aesthetics when necessary.

Creative Editor

#### To create the layout of the printed magazine.

#### To coordinate with artists and designers and collate their work for the printed magazine.

#### To facilitate communication between artists and writers when producing artwork for articles.

Managing Editor

#### To work with the President in assessing article submissions.

#### To designate and coordinate the editing of articles.

#### To enforce submission and editing deadlines for articles.

Managing Web and Podcast Editor

#### To work with the President in assessing podcast submissions.

#### To designate and coordinate the production of new podcast episodes.

#### To enforce publication and editing deadlines for new podcast episodes.

Copy Editor x 2

#### To proofread all articles before submission for printing and online publishing to ensure clarity and minimum errors.

#### Community Outreach Officer

#### To act as a link for society members to get engaged with relevant volunteering opportunities.

#### Welfare Officer

#### To act as a point of contact for everyone in the society and signpost to contacts in the university.

#### To control welfare funds and organise welfare awareness events.

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

#### The committee members will 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 able to be held to account. 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 society shall be: the creation and printing of the magazine and maintenance and regular updates to the website.

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

#### 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 society general meeting. Activities Network Executive shall approve any such alterations.

#### This constitution has been approved and accepted as the Constitution for the Students’ Union UCL Kinesis Magazine. By signing this document, the President and Treasurer have declared that they have read and abide by the Students’ Union UCL Clubs and Societies Regulations.

President name: Altay Shaw Treasurer name: Madhumila Killamsetty

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