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# The Constitution of Students’ Union UCL

# UCL NATURAL SCIENCES SOCIETY

### Name

#### The name of the club/society shall be Students’ Union UCL Natural Sciences 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), [Bylaws](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.

#### Treasurer

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

#### Welfare Officer

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

#### Additional Committee Members

#### Any additional committee positions you have should be outlined in your constitution below.

#### Vice-President - Chairing meetings in the absence of the President of the Society; helping organise and setting agendas for society meetings; liaising with relevant organisations to facilitate charity work and volunteering within the Society; assisting in the management of the merchandise sales, as well as the Society finances and expenditure, in conjunction with the Treasurer and President.

#### Publicity and Media Officer - Creating event pages and running all society social media accounts; making posters/promotional materials for society events and ensuring members are well informed about the Society’s activities; assessing the feasibility of new platforms and modes of connecting with and promoting the Society to its members.

#### Events Officer (x2) - Propose event concepts and present them to the committee; carry out feasibility assessments and risk assessments for all social events; In charge of bookings, scheduling and running events, with the help of the Operations Secretary; devising a budget for any suggested event, to be approved by the executive committee consisting of President, Vice-President, and Treasurer; Obtaining relevant permissions for the use of venues and equipment.

#### Academic Officer - Working with the Events Officer, the department and university elected Student Academic Representatives to put on academic talks, alumni networking opportunities and peer-to-peer academic advice; coordinate with the Transition Mentors and Senior Transition Mentors to facilitate the Mentor Scheme and ensure no conflicts of interest arise; signpost student concerns to relevant department members and help students access department resources; devise the budget for any proposed academic event.

#### Operations Officer - To provide administrative support to ensure all Society activities run smoothly; contribute to the agenda, assess the realistic feasibility associated with proposed events and coming up with practical solutions to ensure events can occur; taking minutes at committee meetings and ensuring these are available to committee members and of requested, society members; Any other ad-hoc duties assigned by the committee (primarily during events).

#### Fresher’s Representative - gather feedback from first-year students to help improve the Society’s events; assist in planning and hosting of events and any other adhoc duties assigned by the committee (primarily during events); advertising events to students in their first-year of natural sciences.

#### 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:

#### These are the activities that you will definitely carry out every academic year. The Union will only fund core activities.

#### Fresher’s week events:

#### Typically includes 5 events, one on each day of the week for first-year students: campus tour, quiz night, picnic, board games night, cocktail night, movie night, pub crawl

#### These events may vary each year and only some of them will require funding

#### Natural Sciences Annual Boat Party (term 1/2)

#### Christmas Party (term 1)

#### STEM ball

#### Bowling

#### Movie/Game night

#### Natural Sciences End of Term Party (term 2/3)

#### Academic talks/events

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

#### These are the activities that you would like to carry out every academic year if you can. The Union will support these activities but not fund them.

#### Picnics

#### Quiz Night

#### Jazz Nights

#### 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 Natural Sciences 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: | Heer Mann |
| President signature: | H K Mann |
| Date: | 24/06/2023 |
| Treasurer name: | Simran Oodit |
| Treasurer signature: | Simran Oodit |
| Date: | 24/06/2023 |