

## The Constitution of Students' Union UCL

### UCL FOLKLORE SOCIETY

#### 1 Name

- 1.1 The name of the club/society shall be Students' Union UCL [UCL Folklore Society](#).
- 1.2 The club/society shall be affiliated to Students' Union UCL.

#### 2 Statement of Intent

- 2.1 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](#), [Byelaws](#), [Club and Society Regulations](#) and the club and society procedures and guidance – laid out in the '[how to guides](#)'.
- 2.2 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.
- 2.3 The Club and Society Regulations can be found on the following webpage:  
<http://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations>.

#### 3 The Society Committee

##### President

- 3.1 The president's primary role is laid out in section 5.7 of the Club and Society Regulations.

##### Treasurer

- 3.2 The treasurer's primary role is laid out in section 5.8 of the Club and Society Regulations.

##### Welfare Officer

- 3.3 The welfare officer's primary role is laid out in section 5.9 of the Club and Society Regulations.

##### *Responsibilities specific to the UCL Folklore Society:*

- *Provide content warnings in advance of an event that features potentially sensitive topics or films.*
- *Will be expected to research the accessibility of off-campus venues in advance.*

##### Additional Committee Members

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

- 3.4 Social Secretary – two positions available

- *Event planning and coordination: responsible for planning social events such as outings, movie nights, game nights, or any other activities that promote social interaction among members. Committee members will also be responsible for helping to coordinate events in addition to*

*ensuring the efficient planning and execution of events. On the day of an event, the Social Secretary oversees will the setup, coordination, and smooth running of the event, with the support of other committee members. This might involve delegating tasks to other committee members or volunteers. After an event, the Social Secretary may wish to gather feedback from attendees to evaluate the success of the event and identify areas for improvement in future events.*

- *Venues: when planning an off-campus event, Social Secretaries will be expected to help research appropriate venues for events, taking into consideration factors such as budget, capacity, accessibility, and suitability for the type of event being organised. This information will be communicated to the President and Treasurer to finalise details.*

### 3.5 Outreach Officer

A description of specific tasks carried out by the additional committee role should be briefly outlined.

- *Community Engagement: the primary focus of the Outreach Officer is encouraging external engagement. The Outreach Officer is responsible for reaching out to various communities, both within and outside UCL, to promote the society's events, initiatives, and opportunities for involvement. This may include engaging with other UCL societies, learned societies, community organisations, businesses, and other student groups. The Outreach Officer will work in conjunction with the Social Secretaries and the rest of the committee to help the Society deliver academic events.*
- *Networking: the Outreach Officer actively networks with individuals and organisations (such as academics from both within UCL and outside of UCL) within relevant fields or industries to build connections, foster relationships, and expand the society's network of contacts. The Outreach Officer will take the lead in establishing connections with academics and guest speakers on behalf of the society.*

3.6 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.

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

3.8 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.

## 4 Terms, Aims and Objectives

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

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

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

- *"Tapestry" Lecture series: this is our flagship student-run presentation series. "Tapestry" is a space for members to share and exchange folk stories, legends, and their personal research projects related to folklore and cultural traditions. Through this series we aim to encourage members to undertake research projects exploring folklore, traditions, or customs, and provide support and resources for their endeavours.*
- *Guest Lecture series: we shall organise regular lectures, talks, and seminars featuring experts in folklore studies, cultural anthropology, or related fields. These lectures would cover various aspects of folklore, such as myths, legends, folktales, rituals, customs, and more.*

- Folkcraft workshops: *we shall host workshops where members can learn traditional skills, such as storytelling, folk music and dance, traditional crafts, or culinary traditions. These sessions will be led by members or invited guest practitioners.*
- Field Trips and Excursions: *we will run termly outings to sites of cultural or historical significance, such as museums, historical villages, or festivals, where members can experience first-hand the living traditions of folklore.*
- Film Nights: *we shall screen films, documentaries, or TV shows related to folklore, mythology, or traditional culture, often followed by discussions and analysis led by members or guest speakers.*
- Social Events: *we will also run regular folklore-themed informal social events. These may include games nights, storytelling evenings, welfare check-ins, holiday celebrations, folklore-themed book club events, cultural exchange evenings, and more. These, along with all our other events, may be in collaboration with student societies or academic departments on interdisciplinary topics.*

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

- *We will strive to attend conferences, such as the annual conference held by The Folklore Society.*

4.5 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.

4.6 This constitution has been approved and accepted as the Constitution for the Students' Union UCL [UCL Student Union](#). 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.

President name:	Charlotte Pattinson-Boulton
President signature:	
Date:	23/03/2024
Treasurer name:	Joseph Critchlow
Treasurer signature:	
Date:	23/03/2024