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# The Constitution of Students’ Union UCL

# Institute of Education Society

### Name

#### The name of the club/society shall be Students’ Union UCL Institute of Education 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.

#### 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.

#### Welfare Officer

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

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

#### Additional Committee Members

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

#### Vice President

To help the president in hosting weekly meetings with the committee and regular liaison between

the society team and the IOE helpdesk and Reps team.

Events Officer

#### To plan and host events for the IOE (at all study levels). Regular liaison with IOE reps and other IOE societies to plan and execute events catered to everyone.

#### Social Media Officer

#### Create promotional materials for all events (on Instagram, LinkedIn, Microsoft teams, WhatsApp)

#### 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:

#### Welcome week activities in collaboration with the IOE helpdesk, IOE ball with PES society, End of Year picnic

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

#### Social Mixers (at UG, PGT, PGR and ITE levels), Halloween social, Christmas social, interdepartmental competitions

#### 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 Institute of Education 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: | Natalie Tse |
| President signature: | Natalie Tse |
| Date: | 30th April 2024 |
| Treasurer name: | Sophie Jing |
| Treasurer signature: | Sophie Jing |
| Date: | 30th April 2024 |