

2024-25

Constitution of Students' Union UCL

Arab and North African Society

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL Arab and North African 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. Committee

3.1. President

- 3.1.1. The Presidents' primary role is laid out in section 5.7 of the Club and Society Regulations.

3.2. Treasurer

- 3.2.1. The treasurer's primary role is laid out in section 5.8 of the Club and Society Regulations.
- 3.2.2. Form and uphold any partnerships and sponsorships.

3.3. Welfare Officer

- 3.3.1. The Welfare Officers' primary role is laid out in section 5.9 of the Club and Society Regulations.
- 3.3.2. Carry out welfare duties as specified by UCL student union.

3.4. Additional Committee Members

3.4.1. Vice President x2

- 3.4.1.1. Assist president in their role and fill in where other committee members are not able to.

3.4.2. General Secretary

- 3.4.2.1. Take minutes, keep mail outs and newsletters up to date.

3.4.3. Events Lead x2

- 3.4.3.1. Work with committee to plan and execute events.

3.4.4. Publicity Officer x3

- 3.4.4.1. Ensure events and news is adequately publicised to all members through various social media platforms.

3.4.5. Media Officer x2

- 3.4.5.1. Create posters and advertisement of the events the society is holding.

3.4.6. Collaborations Officer

- 3.4.6.1. Work with societies within UCL and from other universities to organise joint events.
- 3.4.6.2. Reach out to charity organisations and the outside Arab and North African community.

3.4.7. SOP Officer

- 3.4.7.1. Ensure news about the society branches out to the SOP campus.

3.4.8. Arabic Language Co-ordinator

- 3.4.8.1. Set weekly classes to help people learn Arabic at all levels.

3.4.9. Community Outreach Officer

- 3.4.9.1. Carry out duties as specified by UCL Student Union.

3.4.10. Charity Officer x2

- 3.4.10.1. Maintain charity sponsorships and help organise charity fundraising events throughout the year.

3.4.11. Sports Representative

- 3.4.11.1. Organise sports opportunities for the society both with other union clubs and societies as well as with other Arab & North African societies.

- 3.5. 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.

- 3.6. The committee members shall perform the roles as described in section 5 of the Students' Union UCL Club and Society Regulations.
- 3.7. 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.
 - 4.1.1. Growing a more connected Arab & North African community at UCL.
 - 4.1.2. Establishing links with the wider Arab & North African community.
 - 4.1.3. Educating members regarding our rich and diverse history and culture, as well as politics across the Middle East and North Africa.
 - 4.1.4. Start discussions about issues that we face in our communities.
 - 4.1.5. Reaching out and maintaining links with alumni.
 - 4.1.6. Reaching out and assisting prospective students.
- 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:
 - 4.3.1. Arabic Language Classes
 - 4.3.2. Social Events (e.g. ice-skating, dates & debates, games night)
 - 4.3.3. Networking Events (e.g. the WeConnect programme, career events & department networking)
 - 4.3.4. Speaker Events (political and historical)
 - 4.3.5. Panel Events (e.g. on political affairs in the Arab world)
 - 4.3.6. Cultural Events (e.g. dabke workshop)
 - 4.3.7. Charity Events (e.g. fundraiser & charity week)
- 4.4. In addition, the club/society shall also strive to organise **other activities** for its members where possible:
 - 4.4.1. Sixth Form Outreach (e.g. UCAS Help Day)
 - 4.4.2. Alumni Events
 - 4.4.3. Quad Day

- 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 Arab & North African 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.

President	Name: Mariam Ali
	Signature: <i>Mariam</i>
	Date: 24/06/2024
Treasurer	Name: Samia El Fougani
	Signature: <i>Samia .</i>
	Date: 24/06/2024