

2024-25

Constitution of Students' Union UCL

DATA SCIENCE SOCIETY

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL [Data Science Society](#), abbreviated [UCL DSS](#).
- 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.
 - 3.1.2. The President will be responsible for:
 - 3.1.2.1. All the decisions and actions of the society.
 - 3.1.2.2. Ensuring all finance related activities are carried out properly.
 - 3.1.2.3. Ensuring every division is performing well and must intervene where necessary.
 - 3.1.2.4. Ensuring that events organised are operating optimally to benefit the members.

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. The treasurer will be responsible for:

3.2.2.1. Managing and overseeing the finances of the society

3.2.2.2. Keeping track of and authorising all incoming and outgoing transactions

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. The Welfare Officer will be responsible for:

3.3.2.1. Ensure all activities are safe and inclusive so they are enjoyable for anyone from any background.

3.3.2.2. Being a point of contact for members who are in need of additional support and redirect them to relevant resources and contact.

3.3.2.3. The welfare fund and requesting activities using this funding.

3.4. Additional Committee Members

3.4.1. Vice President

3.4.1.1. The Vice President's primary role is assisting the President in achieving the Society's short-term goals, coordinating the divisions of the Society and being the primary point of contact if the President is unavailable.

3.4.1.2. The Vice President shall must also maintain effective communications with other UCL societies,

3.4.1.3. academic partners and the Society's members.

3.4.2. Head of Sponsorships

3.4.2.1. The Head of Sponsorships will be responsible for pitching offers to corporate contacts in order to raise funding.

3.4.2.2. Assisting the Head of Events in organising sponsored events.

3.4.2.3. Working closely with other heads of sponsorship within the UCL Guild.

3.4.2.4. Further responsibilities include building and maintaining close relationships with all corporate partners and seeking out other opportunities for collaboration.

3.4.3. Head of Events

3.4.3.1. The Head of Events will be responsible for organising and running events for the society along with the assistance of the other members of committee.

3.4.3.2. Overseeing logistical needs of workshops and hackathons

3.4.4. Head of Marketing

3.4.4.1. The Head of Marketing will be responsible for managing the Society's website, social media outlets and weekly mailing list

3.4.4.2. Oversee the creation of a detailed, appropriate and consistent brand image on promotional content.

3.4.4.3. Proactively ensure that online interest is generated for our society activities.

3.4.4.4. Further tasks include planning the Society's appearance on the Welcome Fair and designing merchandise for our members to purchase.

3.4.5. Head of Science

3.4.5.1. The Head of Science will be responsible for developing a curated syllabus for a student-led workshop series that can be re-used and expanded, spanning beginner to intermediate programming and machine learning knowledge.

3.4.5.2. This may involve preparing and delivering the workshop materials

3.4.5.3. Organising and leading a team of committee members and/or volunteers in creating hackathons throughout the academic year.

3.4.5.4. This involves working closely with all heads of division and liaising with industry or academic professionals

3.4.6. Head of Research

3.4.6.1. The Head of Research's Primary responsibility is overseeing the development of the Society's flagship service, an online platform for articles, interviews, tutorials, events, databases, and more.

- 3.4.6.2. This involves liaising with guest authors across industry and academia.
- 3.4.6.3. Further tasks include assisting the heads of divisions by highlighting potential speakers, and partnership or sponsorship opportunities.
- 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.
- 4.2. 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. Connect the numerous industries using data science, machine learning, artificial intelligence or other data analytics applications with members through talks and meetups.
 - 4.3.2. Pass machine learning and programming knowledge to our members through a student-led, consistent and reusable, inclusive workshop series.
 - 4.3.3. Facilitate social and networking events in collaboration with the societies of the UCL Guild in addition, the club/society shall also strive to organise other activities for its members where possible.
- 4.4. In addition, the club/society shall also strive to organise other activities for its members where possible:
 - 4.4.1. Introduce data science to curious students and provide an outlet for those with a data science and machine learning skill set through partnered hackathons.
- 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 [Data Science 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: Aditya Mukhija
	Signature: Aditya Mukhija
	Date: 28/06/2024
Treasurer	Name: Nakul Goyal
	Signature: Nakul Goyal
	Date: 28/06/2024