



2024-25

Constitution of Students' Union UCL

RUMS SOCIETY

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL [RUMS Society](#).
- 1.2. This Constitution applies to the functions and activities of the Royal Free, University College, and Middlesex Medical Students' Association, which will be referred to in this document as RUMS.
- 1.3. 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 To be responsible for bringing the views of all (Years 1-6) medical students to the attention of the appropriate Union and College Officers and Committees.



Responsibilities:

- To act as the medical students' representative as appropriate.
- To act in accordance with handover documents prepared by the outgoing officer.
- To update handover documents appropriately and fully prepare the incoming officer.
- To work with the Academic Representatives to be responsible for the representation of medical students to the Years 1 and 2, Year 3 and Years 4, 5 and 6 education committees within the Medical School administrative structure.
- To act in accordance with handover documents prepared by the outgoing officer.
- To update handover documents appropriately and fully prepare the incoming officer.

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 Responsibilities:

- i. To assist the RUMS Officer in their duties.
- ii. To be responsible for ensuring RUMS events are properly budgeted and RUMS does not go over-budget for the year.
- iii. To chair the Finance Committee.
- iv. To act in accordance with handover documents prepared by the outgoing officer.
- v. To update handover documents appropriately and fully prepare the incoming officer.

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 Responsibilities:

- vi. To liaise with the Welfare Sabbatical Officer and RUMS Executive officers regarding welfare guidance for the medical student community.
- vii. To support the officers in maintaining awareness of major welfare concerns of the students of UCL Medical School.
- viii. To chair the Welfare Committee.
- ix. To act in accordance with handover documents prepared by the outgoing officer.
- x. To update handover documents appropriately and fully prepare the incoming officer.

3.4 Additional Committee Members: (Roles 2-8)

2. RUMS Vice President (Events)



- a. Role:
 - i. To facilitate the development of a medical student community by providing regular activities and events.
 - b. Responsibilities:
 - i. To liaise with SUUCL's Entertainments Department regarding entertainments for the medical student community.
 - ii. To organise entertainments for the RUMS community in conjunction with the RUMS Executive Committee.
 - iii. To chair the Events Committee.
 - iv. To act in accordance with handover documents prepared by the outgoing officer, with regard to event dates and planning.
 - v. To update handover documents appropriately, and prepare reports on each event in the calendar, including budgets.
3. RUMS Vice President (Years 4, 5 and 6 Education)
- a. Role:
 - i. To work with the RUMS President in supporting educational representation for Years 4, 5 and 6 students, ensuring transparency in the communication between the student body and the medical school.
 - ii. To enhance the student learning experience through the gathering and relaying of feedback and concerns directly to the Medical School Faculty.
 - b. Responsibilities:
 - i. To organise and chair Years 4, 5 and 6 Student Staff Consultative Committee Meetings, attend other relevant education committee meetings including but not limited to Teaching Sub-Committee Meetings, mQMEC, and MBBS Teaching Committee Meetings.
 - ii. To support the officers in maintaining awareness of major educational concerns of the students of UCL Medical School.
 - iii. To appoint a sub-committee of sufficient Academic Representatives to adequately represent students in Years 4, 5 and 6.
 - iv. To act in accordance with handover documents prepared by the outgoing officer.
 - v. To update handover documents appropriately and fully prepare the incoming officer.
4. RUMS Vice President (Years 1, 2 and 3 Education)
- a. Role:
 - i. To work with the RUMS President in supporting educational representation for Years 1, 2 and 3 students, ensuring transparency in the communication between the student body and the medical school.
 - ii. To enhance the student learning experience through the gathering and relaying of feedback and concerns directly to the Medical School Faculty.
 - b. Responsibilities:



- i. To organise and chair Years 1 and 2 and Year 3 Student Staff Consultative Committee Meetings, attend other relevant education committee meetings including but not limited to Teaching Sub-Committee Meetings, mQMEC, and MBBS Teaching Committee Meetings.
 - ii. To support the officers in maintaining awareness of major educational concerns of the students of UCL Medical School.
 - iii. To appoint a sub-committee of sufficient Academic Representatives to adequately represent students in Years 1 and 2.
 - iv. To act in accordance with handover documents prepared by the outgoing officer.
 - v. To update handover documents appropriately and fully prepare the incoming officer.
5. RUMS Vice President (Sports & Societies)
- a. Role:
 - i. To support the interests of RUMS Sports Clubs and Societies as well as the interests of medical students within other sports clubs and societies.
 - b. Responsibilities:
 - i. To liaise with the Student Activities Sabbatical Officer and RUMS Executive regarding the activity of medical students within SUUCL Sports Clubs and Societies.
 - ii. To support these officers in supporting the interests of RUMS Sports Clubs and Societies.
 - iii. To attend Activities Forum and Activities Board.
 - iv. To submit a termly report of RUMS Clubs and Societies to the Student Activities Officer.
 - v. To organise the Sports Colours Committee and the RUMS Sports Colours Ball.
 - vi. To act in accordance with handover documents prepared by the outgoing officer.
 - vii. To update handover documents appropriately and fully prepare the incoming officer.
6. RUMS Vice President (Raising & Giving (RAG))
- a. Role:
 - i. To guide and promote the RUMS' charitable campaigns, fundraisers and similar ventures.
 - ii. To not only encourage occasional collaboration with allied RUMS Sports, Societies and Networks, but also promote their own charitable activities.
 - b. Responsibilities:
 - i. To liaise with the RUMS Executive Committee on matters pertaining to charitable ventures.
 - ii. To organise charity events for the RUMS community in conjunction with the RUMS Executive Committee.
 - iii. To chair the RAG Committee.



- iv. To act in accordance with handover documents prepared by the outgoing officer, with regard to event dates and planning.
- v. To update handover documents appropriately, and prepare reports on each event in the calendar, including budgets.

7. RUMS Equity Officer

a. Role:

- i. To advise the RUMS President and Vice-Presidents on matters of equity, diversity, inclusion and accessibility, based on the Equity Officer's work with specific RUMS Networks, Committees, and demographics in RUMS.
- ii. To work with RUMS Networks to ensure a direct line of communication between them and the RUMS Executive Committee, including Widening Participation Medics' Network, UCL LGBTQ+ Medics' Network, and Afro-Caribbean Medics' Network, as well as the UCLMS Equality, Diversity and Inclusion Committee (EDI).

b. Responsibilities:

- i. To meet with RUMS Networks or members of underrepresented demographics in RUMS (including but not limited to non-drinkers, international students, and those with lower-income backgrounds) regularly in order to hear their views, suggestions and feedback, through an appropriate medium (such as a discussion group).
- ii. To ensure that these views, suggestions and feedback items are passed onto the relevant member(s) of the RUMS Committee for them to factor in their decision meeting
- iii. To meet with the UCLMS Equality, Diversity and Inclusion Committee Co-Chairs to maintain a working relationship with RUMS and the UCLMS EDI.

8. RUMS General Secretary

a. Role:

- i. To take charge of specific administrative matters within the RUMS Committee, including social media, the RUMS website and the RUMS Bulletin.
- ii. To assist the RUMS President and Vice Presidents in other ad-hoc tasks.

b. Responsibilities:

- i. To be responsible for the day-to-day monitoring and management of the RUMS email, website and social media accounts, and alert the relevant Committee member if a request or issue pertinent to them is raised.
- ii. To take minutes at RUMS Committee meetings, AGMs, and disseminate these to the RUMS Committee and any other relevant parties after the meeting's conclusion.
- iii. To be responsible for crafting the RUMS Bulletin, and its dissemination to RUMS members.

9. RUMS Sports Officer

a. Role:

- i. To support the sporting interests of medical students within other sports clubs and societies in UCL outside of RUMS.



- b. Responsibilities:
- i. To organise and oversee the RUMS Sport's Fleece ordering process and distribution.
 - ii. To support the VP for Sports and Societies.
 - iii. To support and introduce new opportunities for fitness and wellbeing for medical students

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

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

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

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

- 4.7.1 RUMS Fresher's Boat Ball
- 4.7.2 RUMS Fresher's Scrubs Party
- 4.7.3 RUMS Sports And Societies Ball
- 4.7.4 RUMS Fresher's Survivors' Ball
- 4.7.5 RUMS Families
- 4.7.6 RUMS Finalist's Ball
- 4.7.7 RUMS Take Me Out
- 4.7.8 RUMS Fresher's Fayre

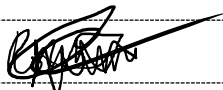


4.8 In addition, the club/society shall also strive to organise other activities for its members where possible:

- 4.8.1 RUMS Yr 4 Halfway Ball
- 4.8.2 RUMS Yr 3 iBSc Ball
- 4.8.3 RUMS at Regents
- 4.8.4 RUMS Rounders
- 4.8.5 RUMS Art and Music Exhibition
- 4.8.6 RUMS 5th Year Show
- 4.8.7 RUMS Fresher's Rock n Bowl

4.9 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.

4.10 This constitution has been approved and accepted as the Constitution for the Students' Union UCL RUMS 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: Rishika Hundal
	Signature: 
	Date: 05/08/24
Treasurer	Name: Sneha Shaji
	Signature: SNEHA SHAJI
	Date: 05/08/24