

2024-25

Constitution of Students' Union UCL

Civil Engineering Society UCL

1. Name

- 1.1. The name of the club/society shall be Students' Union UCL **Civil Engineering Society UCL**
- 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.

3.3. Welfare Officer

- 3.3.1. The Welfare Officers' primary role is laid out in section 5.9 of the Club and Society Regulations.

Additional Committee Members

3.4. Fourth year/MSc representative

- 3.4.1. The committee member will be responsible for communicating between the society and fourth year/MSc students, organising careers events, and ensuring inclusivity of those students in all other events.

3.5. Social secretary (x2)

- 3.5.1. The committee members will be responsible organising social events and welcome events (quiz nights, pub crawls, picnics, etc.) for all society members. They will be responsible to finding the suitable venues (when relevant). In addition, they will be required to liaise with the Welfare Officer to ensure their events are inclusive and meet health and safety requirements.

3.6. Industrial secretary (x2)

- 3.6.1. The committee members will be responsible for organising industrial events such as talks from the industry, careers fairs, and networking events. They will be responsible to finding the suitable venues (when relevant). In addition, they will be required to liaise with the Welfare Officer to ensure their events are inclusive and meet health and safety requirements.

3.7. IT Officer

- 3.7.1. The IT Officer is responsible for editing posters for all events as well as handling the society's social media platforms (Instagram and Facebook). The IT Officer will also be responsible for writing blogs for important dates such as Mental Health Week and Women in Engineering.

3.8. General Secretary

- 3.8.1. This committee member will be required to write out emails and organising weekly committee meetings. They will also be the main point of contact for collaborations with other societies for potential events. This committee member will also be required to keep the society's Moodle page up to date, and handle the society's merch.

3.9. Vice President

- 3.9.1. This committee member will be required to help out the president in all of their responsibilities. They will also be responsible for monitoring the work of social and industrial teams.

3.10. First year rep (x4)

- 3.10.1. This committee member will be the main point of contact between the society and first years. They will assist in planning events for first years as well as gathering feedback and ideas from all years through surveys and forms.

3.11. Head of Sponsorships

- 3.11.1. This committee member will be responsible for sourcing potential sponsors for the committee within the field of civil engineering. This member will further be responsible for maintaining relationships with, organising events and general coordination with any sponsor.

- 3.12. 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.

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

- 3.14. 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:

- i. From a social and interactive aspect, the society will aim at having multiple social events which will help the morale of members and give them an opportunity to interact with each other. Specifically, the society will hold, but not limited to, the following events: Welcome events for first years as well as MSc students, pub crawls, movie nights, and quiz nights. These events will help in developing a sense of belonging and community between students and staff. The society will also use Discord as a platform available for all students. This platform will be used for events such as movie nights as well as a place where support groups can gather if they need to online. CivSoc will also be working with the Civil, Engineering, and Geomatic Engineering (CEGE) department in order to improve the sense of communication between students and staff members.
 - ii. The society will aim at promoting the wellbeing of students not just through events but also through blogs. Wellbeing events such as yoga classes and sports events will be planned. Discord will also be promoted as a place for study groups and support groups. In addition, blogs will be written and posted on our social media platforms and website which will target the importance of wellbeing.
 - iii. The society will organise talks from several people in the civil engineering industry (i.e. Atkins, ARUP) as it has done before where these speakers can inspire and talk about their experience and career pathways. Alumni will also be invited, as well as institutions such as the Institute of Civil Engineering (ICE) in order to promote their memberships and explain their benefits to students. A yearly careers fair will also be organised where engineering companies will be invited, this gives members an opportunity to ask companies questions and learn more about them. The companies invited will not be limited to civil engineering companies but will include companies from different fields (such as marketing and banking) as we know that will be of the members interest. The aim of these events is to help members get more familiar with companies, placements, and potential graduate jobs. The CEGE department will help in finding the appropriate contacts for talks and other events.
- 4.4. In addition, the club/society shall also strive to organise other activities for its members where possible:
- i. The society will hope to begin planning field trips for its members where students can have site visits on construction projects and gain more knowledge about their relevant fields.
 - ii. Another aim is to potentially plan social trips outside of London (travelling) for members to gain a better and stronger feeling of belonging and create fun memories.
- 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 [Civil Engineering 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: Carl Nassar
	Signature: CN
	Date: 11/09/2024
Treasurer	Name: Aiden Berendes
	Signature: Aiden Berendes
	Date: 11/09/2024