

**2024-25**

## **Constitution of Students' Union UCL**

### **INDONESIAN SOCIETY**

#### **1. Name**

- 1.1. The name of the club/society shall be Students' Union UCL [Indonesian 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.

##### **3.3. Welfare Officer**

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

##### **3.4. Additional Committee Members**

- 3.4.1.1. **Vice President**

3.4.1.2. Assisting the President in leading the society, step in when the President is unavailable, overseeing operations, and ensuring smooth execution of events. Help coordinate activities, manage team members, and foster a positive and inclusive environment.

#### **3.4.2. Events Director**

3.4.2.1. Work closely with the President to plan and organise society events, act as a point of contact for event planning and creation, advise venue and budgets for events, and guide marketing and communication strategies with events.

#### **3.4.3. Events Director**

3.4.3.1. A second Events Director who will assist in all society events planning, act as point of contact for event planning and creation, advise venue and budgets for events, and guide marketing and communication strategies with events. Both Event Directors will work closely regarding these matters.

#### **3.4.4. Communications Director**

3.4.4.1. Help to manage internal communications between the committee and society members, help to manage external communications and relations with other societies, and work closely with the Marketing, Head of Events, and Events Director.

#### **3.4.5. Marketing Director**

3.4.5.1. Designs promotional materials for marketing our society's events, and works closely with the Marketing and Events Director.

#### **3.4.6. Secretary**

3.4.6.1. Generates comprehensive event feedback reports that provide valuable insights for evaluating event success and identifying areas for improvement. Collaborate with the Events Director to plan and organize committee meetings

#### **3.4.7. Post Graduate Representative**

3.4.7.1. Represents and advocates for the postgraduate community, organising events, workshops, and networking opportunities. Provide support for all postgraduate career events and act as liaison between society members and related external partners.

3.11 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.

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

3.13 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 with 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:



- Pre-departure
- Welcome picnic
- Career Talks Events
- Sports Events
- Indoor Entertainment Events

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

- Other mid to small social events

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 **Indonesian 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: Karen Teng	
	Signature:	
	Date:	16/09/2024
Treasurer	Name: Caroline Tesiman	
	Signature:	
	Date:	16/09/2024