

**Constitution for “Surgery & Interventional Science” Departmental Society**

# 1. Name

1. The formal name of this Departmental Society shall be “Surgery & Interventional Science Society”.

1. The Society shall be affiliated to Students’ Union UCL.

# 2. Statement of Intent

1. The constitution, regulations, management and conduct of the Society shall abide by all Students’ Union UCL Policies, and shall be bound by Students’ Union UCL Memorandum and Articles of Association and Bye-laws, the Club and Society Regulations and the Club and Society Procedures and Guidance (refer to “How To Guides” on the Union [website)](https://studentsunionucl.org/how-to-guides).

1. The Society stresses that it abides by the Union’s Equal Opportunities Policies, and that Society regulations pertaining to membership, election, or management of this Society shall not contravene these policies.

1. The Club and Society Regulations can be found at:

<https://studentsunionucl.org/content/president-and-treasurer-hub/rules-and-regulations>

1. The Society recognises that it also reflects the UCL Department that it is asso-ciated with and will work collaboratively with Departmental Staff in a professional and appropriate manner. The Society will ensure it is clear that it declares itself as the Departmental *Society*, and not the Department itself, to avoid any confusion or misrepresentation.

# 3. The Departmental Society Committee

1. The President

* 1. The President’s primary role is laid out in section 5.7 of the Club and

 Society Regulations.

* 1. The President may also serve as an Activities Zone member.

* 1. The President is eligible to apply for the Departmental Society

 Grant.

* 1. The President will be responsible for leading the Society, leading the organization of key annual events alongside the committee, committee communication and membership engagement, leading of establishment and maintenance of professional relationships with external stakeholders alongside the committee, liaising with the Union on Society matters and room bookings.

1. The Treasurer

* 1. The Treasurer’s primary role is laid out in section 5.8 of the Club and

 Society Regulations.

 ii. The Treasurer may also serve as a Counsel member.

* 1. The Treasurer is eligible to apply for the Departmental Society Grant

* 1. The Treasurer will be responsible for applying for necessary grants and sponsorships, the financial budget of the Society, achieving financial aims, ensuring financial accessibility to events, organising Society payments and liaising with Department of Surgery & Interventional Science to maintain yearly sponsorship.

1. The Welfare Officer

* 1. The Welfare Officer’s primary role is laid out in section 5.9 of the Club and Society Regulations.

* 1. The Welfare Officer will be responsible for completing the Welfare Officer Programme, providing wellbeing events for members, organising events for key dates like Mental Health Day, social and community outreach, membership wellbeing and safety at events.

* 1. The Welfare Officer is eligible to apply for the Departmental Society

 Grant.

##  d. Undergraduate (UG) Officer

 ii. The UG Officer will be responsible for working closely with student representatives and students from UG courses in the department and other related courses to ensure activities run by the Society reflect their wants and needs, to ensure that information about the society and its activities are communicated effectively to these students, and to help run society events.

# e. Postgraduate Taught (PGT) Officer

 ii. The PGT Officer will be responsible for working closely with student representatives and students from PGT courses in the department and other related courses to ensure activities run by the Society reflect their wants and needs, to ensure that information about the society and its activities are communicated effectively to these students, and to help run society events.

# f. Postgraduate Research (PGR) Officer

 ii. The PGR Officer will be responsible for working closely with student representatives and students from PGR courses in the department and other related courses to ensure activities run by the Society reflect their wants and needs, to ensure that information about the society and its activities are communicated effectively to these students, and to help run society events.

g. Events and Networking Officer

ii. The Events Officer will be responsible for creating and organising larger events, working closely with the president to make the event come to fruition. They will also be the main point of contact for networking with those from within and outside UCL, for the purposes of having “in-person speaker” events.

h. Social Media & Marketing Officer

ii. The Social Media & Marketing Officer will be responsible for maintaining the social media platforms related to the society, along with being in charge of promotion of the society within and outside UCL.

1. Committee Members and extended management of the society shall be vested in the society’s operation and shall endeavor to meet regularly during Term Time.

1. Committee Members will perform the roles as described in section 5 of the Students’ Union UCL Club and Society Regulations.

1. Committee Members are elected to represent the interest of the Society and the overall student body ofSurgery & Interventional ScienceSociety. Committee Members are able to be held to account for their described roles and responsibilities.

1. If a Society Member is not satisfied with the performance of their Committee Members, they may call a motion of no-confidence in line with the Union’s Club and Society Regulations.

## 4. Terms, Aims and Objectives

1. The Society shall hold the following as its aims and core objectives.

1. The Society shall strive to fulfil these aims and objectives in the course of the academic year as its commitment to its membership.

1. The core activities of the Society shall be:

 i. Social events each term (e.g. Welcome Week social, Christmas social, Summer Sports Day) aimed at developing a sense of belonging and community for students and staff within and across Departments

### ii. Virtual and in-person wellbeing events (e.g. origami, drawing, yoga)

that focus on promoting positive mental health and sense of belonging amongst students in and across Departments

iii. Cross-campus showcase events that enhance the student experience of

the Society membership and go beyond the UCL degree

These are the activities that you will definitely carry out every academic year to foster a sense of course based community. The Union will only fund core activities that meet these criteria.

d. In addition, the Departmental Society shall also strive to organise other activities for its members where possible:

### i. *S*upport and promote engagement with the summer DSIS Student Symposium

These are the activities that you would like to carry out every academic year if you can. The Union will support these activities but not fund them. Departmental Societies may approach their own Department or external sponsors for financial support, as long as it is declared to the Union.

1. 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 society general meeting. Activities Network Executive shall approve any such alterations

1. This constitution has been approved and accepted as the Constitution for theStudents’ Union UCL Surgery & Interventional Science Society. By signing this document the President and Treasurer have declared that they have read and abide by the Students’ Union UCL Clubs and Societies Regulations.

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| President name:  | Bruno Hawkins |
| Signed:  | B. Hawkins |
| Date:  | 10/7/2023  |
| Treasurer name:  | Alisa Kennan |
| Signed:  | A. Kennan |
| Date:  | 10/7/2023  |