Society Constitution Form

Society Name: HackSoc

1.1 The name of the society shall hereby be referred to as HackSoc, and shall be stated as such in all correspondence (e.g. room bookings).

Aims & Objectives

1.2 The aims of the society are:

- To provide opportunities for the Students' Union "hackers"[1] from all backgrounds and interests within technology to interact with one another.

- To aid in expanding the skills of the Students' Union members through collaboration and pursuit of common interests, related to the field of "hacking", including programming, electronics, development and technology start-ups.

- To provide an environment in which Student's Union members can express their ideas and build great things together.

1.3 The objectives of the society are:

- To hold events in which members can meet to share and develop ideas.

- To hold events in which experienced members can share their experience of a particular area with other members, i.e. tutorials on a particular programming language.

- To represent the interests of the members at relevant external events, such as National Codeathons/Hackathons and Algorithm Solving competitions.

- To attract students from a diverse range of courses, to enalbe those that may not have scope to express their interests on their course to do so.

1.4 The Society shall abide by the Clubs and Societies Code of Practice and the Students' Union Equal Opportunities Policy.

Membership

1.5 Full Membership of the Society shall be open to all Full Members of the University of Nottingham Students' Union on payment of the Membership fee.

1.6 Associative Membership of the Society shall be open to all Associate Members of the University of Nottingham Students' Union on payment of the Membership fee.

1.7 The Membership fee shall be decided at the Annual General Meeting, but shall not be below £1 unless good reasons have been given to the Societies Executive committee in time to be discussed prior to the AGM.

1.8 The Membership fee of the Society shall be £3.

Committee

1.9 There shall be a Society Committee.

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[1] A person who delights in exploring the details of programmable systems and stretching their capabilities; solving problems in a playful and creative way.

1.10 The Committee shall be responsible for the day to day running of the Society and may decide upon any matter which has not been decided upon at a General Meeting. The Committee shall be further responsible for:

- Ensuring grant money shall be used exclusively to further the Aims and Objectives of the Society.

- Ensuring Membership of the Society is open to all Members of the Students' Union.

- Submitting an annual grant bid for funds from "Societies" prior to any specified deadline.

- Assisting any review of the Society's activities and use of funds carried out by a Standing Committee of the Students' Union.

- Upholding the Constitution of the Society and ensuring that the activities of the Society reflect the Aims and Objectives.

- Reviewing the Society's development plan annually and submitting a new development plan where appropriate.

- Submitting an annual equipment inventory form and adding additional equipment purchased throughout the year.

- Providing the Students' Union with details of your membership by returning your members details on the provided spreadsheet.

1.11 Officers of the Society shall consist of a President, a General Secretary, a Treasurer and other officers as deemed necessary:

- **President** - Shall have overall responsibility for the Society; shall be responsible for chairing meetings of the Society of its Committee; shall be present at all meetings of the Societies Council, send a representative from the Society's Committee or an apology to the Societies Officer; shall be responsible for keeping the Society financially viable; shall prepare a written handover for their successor.

- **General Secretary** - Shall be responsible for the general administration of the Society, taking minutes of meetings, calling all meetings, Membership records, and shall be the Returning Officer for the Society's elections; and shall prepare a written handover for their successor.

- **Treasurer** - Shall not be in the final year of their course; shall keep records of all transactions; shall be responsible for keeping the accounts of the Society; shall be responsible for the observance of finance provisions; shall attend the Treasurer training course; shall be responsible for keeping the Society financially viable; and shall prepare a written handover for their successor.

- **Corporate Relations** - Shall be responsible for maintaining healthy relationships with potential and actual sponsors; shall be responsible for pursuing new corporate sponsors; shall be responsible for ensuring all events that require corporate backing to be successful have as much support as possible.

- **Graphics and Publications** - Responsible for producing promotional and other media, both independently and at the request of other Committee members in support of their activities.

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- **Web Secretary** - Shall be responsible for maintaining the societies online presence, including website, social networks and mailing lists; shall be responsible for ensuring these presences are kept up to date and maintained at all times; shall be responsible for ensuring announcements reach members through online media.

- **Hack Secretary** - Responsible for searching for Hackathons, advertising these to the society, and organising and coordinating group attendance.

- **Equipment Secretary** - Shall be responsible for maintaining the societies equipment, including bringing suitable hardware to events, storing them and keeping them secure.

Finance

Elections

General Elections

Constitution

Authority