

CSS AGM - Minutes

Location:	Y3 - G33 (<i>in-person</i>) & Zoom (<i>online</i>)
Date:	Wednesday 2nd April 2025
Time:	14:00 BST
Present (48):	Holly Packer (HP) (<i>Chairing</i>), Leonardo Bishop (LB) (<i>Minuting</i>), Adi Agarwal (AA), Sabrina Ahmad (SA), Lee Alabaster (LA), Oli Baker (OB), Amrit Bhogal (AB), Sumeet Brar (SB), Jhundon De Leon Mendi (JDLM), Marcus Gustafsson (MG), Mahima Gupta (MaG), Peter Hebden (PH), Imaan Iqbal (II), Rohit Jose (RJ), Sofia Kover Wolf (SKW), Ashprit Mehra (AM), Sai (S), Tobias Landells (TL), Matthew Norton (MN), Void Rudd (VR), Charlie Wilson (CW), Komut Tauch (KT), Aled Townsend (AT), Fearne Townsend (FT), Vidushi (V), Fern Warwick (FW), Matthew Widdop (MW), Evie Wilson (EW), Joseph Adams, Francis Ball, George Barrell, Lydia Barucka, Muhammad Dhanchora, Nial Dixon, Ella Gardner, Leighton Ginty, Robin Hayward, Theo Hepburn, Thomas Leigh, Adwit Mukherji, Francis O'Brien, Abigail Pain, Shay Patel, Jacob Swales, Melissa Wales, Scarlett Watson, Ellie-Anne Watts, Anna Williams, Ethan Yau

- 1 **Apologies** LB
 - No apologies received
- 2 **Adoption of January 2025 EGM Minutes** LB
 - Minutes unanimously adopted
- 3 **Matters Arising from the January 2025 EGM** All
 - There were no matters arising
- 4 **Chair's Report** HP
 - HP reported that we have reached 505 members, a record
 - HP added we also have had general high attendance at events throughout the year
 - HP also went over the successes of the first birmingHack, and teased the upcoming BBQ
 - HP gave words of encouragement to candidates running for committee
 - HP gave thanks to the rest of committee
- 5 **Treasurer's Report** MW
 - MW reported we "have the m"
 - Statement balance: £8,910.10

- Income:
 - Ball tickets
 - SoCS ball subsidy
- Outgoing
 - Ball
 - birmingHack
- MW added we have spent over £2,190 on pizza
- MW reported that we've been able to subsidise many events for members as well

6 Resolution of Motions and Amendments to the Constitution

HP

HP introduced the voting system, vote.cssbham.com, and explained how the voting website works

6.1 Motion: Restrict staff from seeing year chats on Discord

HP

- HP noted that the Guild will not allow restricting staff who have purchased memberships
- HP suggested that another option is to have the channel be opt-in and politely ask staff to not opt-in
- VR pointed out staff could just select the option anyway
- LB does not like the opt-in system because it discourages inter-year participation
- EAW added that they received a lot of help from UGTAs as well from other years
- CW questioned whether Discord access is really a perk of membership
- MW answered that the Guild consider the Discord as an event, thus require all members to have access
- CW argues that because non-members make up most of the Discord chat it cannot really be considered an event
- MW affirmed the Guild position is still no
- **The motion was changed to making the year chat channels opt-in and put to a vote**
 - For: 15
 - Against: 21
 - Abstain: 7
 - **This motion has failed**

6.2 Motion: Change the Member role colour on Discord

HP

- CW has given feedback that a lot of members do not like the Member role colour of green
- AB suggests multiple different member roles
- FW and EAW both suggest changing the colour by one hex number
- VR suggests gradually changing the colour throughout the year
- **The motion was put to a vote**
 - For: 25

- Against: 18
- Abstain: 2
- **This motion has passed**

6.3 Amendment: Addition of a Hackathons Officer

LB

- LB believes birmingHack was a success, but that it is also very intense to organise, thus wants to establish a new committee position for a Hackathons Officer
- EAW mentioned we already have a large committee and asked whether it's worth including another person on committee
- LB replied saying that birmingHack has such a mammoth organisational effort it warrants another role
- MG concurred
- AA suggested allowing multiple people to stand for the role of the Special Events Officer as opposed to adding a bespoke officer for birmingHack
- SKW countered saying that the constitutional descriptions don't really fit reality anyway
- **The amendment was put to a vote**
 - For: 32
 - Against: 5
 - Abstain: 6
 - **This amendment has passed**

6.4 Amendment: Addition of a Non-CS Rep

VR

- VR feels that non-CS students feel left out of CSS events as those students don't believe that the events are meant for them, and proposes a Non-CS Rep to help them feel included
- RJ believes as a medicine student that our events aren't really targeted to exclusively CS students
- RJ also gave an example that if we're doing workshops for CS students it's rather difficult to expand to non-CS
- VR countered that we should still be targeting non-CS students
- SA argued that our workshops are already very accessible to beginners
- PH believes it's quite rude to claim that our current events are not accessible to newcomers with the effort the committee have put in
- FW, a non-CS student, believes the society being very nerdy about computer science is what attracted them to CSS, and that if the society tried to branch out too much it would make them feel alienated
- FW also added that the music society also had a massive committee and they required several members of staff to support
- Il believes that the current balance is good, and that current

committee have made a good enough effort and doesn't require another additional member

- **The amendment was put to a vote**

- For: 6
- Against: 35
- Abstain: 4
- **This amendment has failed**

6.5 Amendment: Neutrality statement

S

- S said that one of the societies he is on had an issue where committee faced pressure to encourage specific Guild candidates, and wants to enshrine the society position being neutral in the constitution
- Il remarked this this years election was very toxic, and that the actual Guild rules are unclear
- OB asked if it would restrict committee members endorsing candidates on an individual level
- S replied that this is not possible
- MG asked if this amendment would prevent committee members from endorsing any candidate in the CSS Discord at all
- **The amendment was put to a vote**
 - For: 30
 - Against: 9
 - Abstain: 8
 - **The amendment has passed**

6.6 Amendment: Rename President to Scrum Master

SA

- SA wants to rename President to Scrum Master
- CW asked if the Guild required it to be 'Chair' or 'President'
- MW replied it didn't
- **The amendment was put to a vote**
 - For: 20
 - Against: 24
 - Abstain: 0
 - **This amendment has failed**

7 Election of New Committee Members

HP

7.1 President

- Candidates standing in advance: Matty Widdop, Sabrina Ahmad
- **Sabrina Ahmad**
 - SA wants to implement Agile: have an hour long standup at 9am
 - SA read out the Agile manifesto
- **Matty Widdop**
 - MW mentions he has been on committee for three

- years and had plenty of experience dealing with Guild shenanigans
 - MW thinks he's done a pretty good job as Treasurer and hopes people have had a good time at events
 - MW has stated that he is not putting forward any "ludicrous" motions
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from CW: "You both have a lot going on next year, how do you think you're going to manage your time?"
 - SA mentioned they will simply not do their work and dedicate their entire life to CSS. SA then refused further questions
 - MW believes his experience doing a billion things has improved his time management skills, but also mentioned he is taking on less other responsibilities
- FW: "A large number of CSS members are not pure CS students, how do you plan to make sure that CSS includes Year in Industry / Maths + CS, etc.?"
 - MW has mentioned they have made sure that any email communications from the school go to all students, including Yil and Maths + CS students
 - SA rejected the question
- EAW: "CSS thigh highs: yes or no?"
 - MW: "Yes" - the only reason they haven't been done yet is because we are cash strapped
 - SA rejected the question
- MG: "What's one thing from your previous committee roles to help you as President?"
 - MW mentioned being Industrial Liaison helps with dealing with external companies, and being Treasurer helps with dealing with Guild shenanigans
 - SA rejected the question
- VR: "What are your plans for the society over the year?"
 - MW wants to make sure we get on planning stuff, especially the Ball and birmingHack, as early as possible, for example like he's already done with the trip to TNMoC
 - SA rejected the question
- SKW: "What's your star sign?"
 - MW: "Aries"
 - SA rejected the question
- **The election was put to a vote**
 - Round 1
 - MW: 40; SA: 4; RON: 2
 - RON eliminated

- Round 2
 - MW: 40; SA: 5
 - SA eliminated
- Round 3
 - MW: 44
- **Matty Widdop is duly elected President**

7.2 Treasurer

- Candidates standing in advance: Lee Alabaster, Oli Baker
- **Oli Baker**
 - OB mentioned they have had a job since they were 15 thus have experience with spreadsheeting and finance procedures
 - OB is also aware on how sponsorships work with experience on robotics committee in sixth form
 - OB also mentioned their work experience will also help
 - OB want to make sure that events are more efficient and try to gather interest for events before selling to make sure we don't make a loss
- **Lee Alabaster**
 - LA mentioned that last year they were Secretary and thus know a lot about Guild processes
 - LA added they have submitted a total of 34 receipts to SGF
 - LA also claimed they have experience dealing with the Guild's shenanigans
 - LA mentioned that he did A-Level Accounting and got an A*
 - LA wants to make our finances more public, for example making what we have spent on each event public knowledge
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from VR: "How would you go about lowering costs for purchases the committee makes?"
 - OB says it depends on what the cost is, for example we could look for cheaper pizza vendors, bulk ordering stuff like paper plates
 - LA believes there's not much we can do to make pizza cheaper, but agrees with OB that we should bulk order stuff. LA added they have a 15% discount at Sainsbury's on weekend
- SB: "What are some little changes that can save a lot?"
 - LA thinks we can spend more time looking at more options
 - OB added that having signup forms we know how much

- to plan for, to save over-ordering
- CW: “What event would you subsidise the most?”
 - OB doesn't want their personal preferences to dictate and that we should ask the membership this question instead
 - LA appreciates how we subsidise events currently and thinks we should apply for more grants for trips to hackathons
- **The election was put to a vote**
 - Round 1
 - OB: 33; LA: 10; RON: 3
 - RON eliminated
 - Round 2
 - OB: 33; LA: 12
 - LA eliminated
 - Round 3
 - OB: 43
 - **Oli Baker is duly elected Treasurer**

7.3 Secretary

- Candidates standing in advance: Marcus Gustafsson
- **Marcus Gustafsson**
 - MG introduced themselves and mentioned they have been on committee for two and a half years now
 - MG enjoyed minuting when he could
 - MG likes the idea of more accessible minutes and wants to investigate how to do this
 - MG wants to maintain the level of transparency we have had so far
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from SB: “How would you balance your time between watching Formula 1 and being Secretary?”
 - MG: “I will put F1 on my phone and do minuting on my laptop”
- SA: “What formats do you propose for the minutes to be in?”
 - MG put this to the audience as he wants to hear other people's suggestions
- EAW: “How will your experience being Industrial Liaison help with being Secretary?”
 - MG mentions the requirement for him to remain professional as the Industrial Liaison will help with secretarial work
- **The election was put to a vote**
 - Round 1
 - MG: 39; RON: 2

- RON eliminated
- Round 2
 - MG: 41
- **Marcus Gustafsson is duly elected Secretary**

7.4 Vice-President

- Candidates standing in advance: Sumeet Brar, Amrit Bhogal
- **Sumeet Brar**
 - SB says they have been an active member of the committee for two years
 - SB acknowledges being the vice president requires filling in for the president a lot
 - SB hopes he can continue helping out on committee
- **Amrit Bhogal**
 - AB showed off his love for Lua with his outfit and wants to apply it to CSS
 - AB mentions that experience isn't always everything
 - AB believes that communication is core to the role, and thinks he is good at that
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from CW: "What is your favourite vice (morally dubious thing you enjoy)?"
 - SB enjoys being toxic to his team-mates in video games
 - AB's is not doing uni work
- AA: "Being VP means you need to be a jack of all trades - do you have any examples of being this person?"
 - AB remarks on his experience working for a bank and that part of his role requires good convincing skills, and that in general he has developed a lot of soft skills there
 - SB likes to think his work on committee so far has been showing of a jack of all trades, and believes he got a lot of his skills from his dad
- RJ: "Looks like we're going to have a few committee members who are new, do you have any ideas on how to best onboard them?"
 - SB wants to develop the idea that the committee are a team and that nobody works alone, and wants to make sure the handover process is smooth
 - AB believes being "in the thick of it" is the best approach and that having new committee members get stuck in is easiest way to help
- **The election was put to a vote**
 - Round 1
 - SB: 35; AB: 3; RON: 2
 - RON eliminated

- Round 2
 - SB: 36; AB: 3
 - AB eliminated
- Round 3
 - SB: 38
- **Sumeet Brar is duly elected Vice-President**

7.5 Publicity Officer

- Candidates standing in advance: Rohit Jose, Evie Wilson
- **Rohit Jose**
 - RJ introduced themselves and mentioned that they are the person people may have seen in the plague doctor costume
 - RJ believes he is qualified for Publicity Officer because of his past experience in various committee roles
 - RJ mentioned he also helps organises AFNOM and is responsible for their publicity
 - RJ is proud of the generator he made for AFNOM and believes implementing a similar one for CSS will help
 - RJ's plans for CSS is to implement a checklist, and identified the biggest issue for new committee members is knowing what to do, suggesting pairing up committee to help with knowledge sharing
- **Evie Wilson**
 - EW claims they "know how to make posts"
 - EW mentions they have been on committee for a couple of months
 - EW described part of the Publicity Officer role is helping manage events and believes they would be a good leader in making sure things are done
 - EW mentioned they own a suit and that they will advertise thigh highs very well
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from CW: "What will you do to make sure publicity is accessible?"
 - EW believes making sure having text alternatives for every post is pertinent
 - RJ believes there have been a few shortcomings as of recently, identifies that new committee are unsure of what requirements there are, and that experienced committee are too rushed. RJ believes a checklist and automated system will help with this. He added that the AFNOM generator also handles accessibility nicely
- **The election was put to a vote**
 - Round 1

- RJ: 37; EW: 3; RON: 0
- RON eliminated
- Round 2
 - RJ: 37; EW: 3
 - EW eliminated
- Round 3
 - RJ: 39
- **Rohit Jose is duly elected Publicity Officer**

7.6 International Student Rep

- Candidates standing in advance: Mahima Gupta
- **Mahima Gupta**
 - MaG mentions they have little experience with committee work but that they have been a student ambassador
 - MaG has really enjoyed break; in the Sloman Lounge, and that she has attended a lot of events
 - MaG appreciates that CSS events have been a good space for international students to relax, and that she wants to be involved in helping international students feel welcomed
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from AB: “What can you do to make events more accessible to international students?”
 - MaG wants to conduct surveys to try and get to know what international students want at CSS events. She also explains that she gets home-sickness and wants to help others get over it, and wants to spread the word that CSS helps people come out of their shell
- EAW: “Any specific events you want to introduce for international students?”
 - MaG suggests running sessions specific to international students to get an idea of what they want
- S: “We struggle to reach out to students from the Chinese community, do you know how we can better reach out to them?”
 - MaG would prefer getting input from members from those communities, as she understands that there is a certain camaraderie among ethnic communities
- **The election was put to a vote**
 - Round 1
 - MaG: 29; RON 2
 - RON eliminated
 - Round 1

■ MaG: 30

- **Mahima Gupta is duly elected International Student Rep**

7.7 Special Events Officer

- Candidates standing in advance: Tobias Landells
- **Tobias Landells**
 - TL introduced themselves as a first year
 - TL mentioned they decided to run during the pizza break
 - TL mentioned they enjoyed the Christmas Meal
 - TL said they don't have much experience organising large events, but are eager to get involved and learn
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from AB: "What kind of special events do you have in mind?"
 - TL wants to continue with the current special events, but also mentions they want to look at past events to see if we want to bring those back
- SB: "What's one thing you like about the Christmas meal and one thing you'd like to change?"
 - TL enjoyed the social aspect of it, but that seating arrangements could be improved, potentially pre-booking seating
- EW: "Do you plan on making the Bad Film and DocSoc collabs a yearly event?"
 - TL believes more collaborations between societies is always good
- SA: "Do you plan on producing more TeX stickers for special events?"
 - TL: Yes
- **The election was put to a vote**
 - Round 1
 - TL: 30; RON: 2
 - RON eliminated
 - Round 2
 - TL: 30
 - **Tobias Landells is duly elected Special Events Officer**

7.8 Socials Secretary

- Candidates standing in advance: Fearne Townsend
- **Fearne Townsend**
 - FT quite likes the idea of planning events, and claims they have been known for hosting great parties
 - FT believes collabs with other societies have been the best method for outreach

- FT believes CS students need to go outside more
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from SA: “Which society do you think is the most grass-touching?”
 - FT mentions they’re only part of other STEM-related societies, who equally don’t touch grass
- SB: “What are some socials you want to run?”
 - FT’s favourite event was Nerds Night Out and wants to run it again
- EAW: “The Minecraft server is underutilised, what events could you run on it?”
 - FT thinks a Minecraft marathon would help
- EW: “CSS x DocSoc collab 2?”
 - FT: Yes
- **The election was put to a vote**
 - Round 1
 - FT: 31; RON: 0
 - RON eliminated
 - Round 2
 - FT: 31
 - **Fearne Townsend is duly elected Socials Secretary**

7.9 Sports Secretary

- Candidates standing in advance: Evie Wilson
- **Evie Wilson**
 - EW apologies in advance for the speech the audience is about to hear
 - EW makes the observation that we are CS students
 - EW also suggests that eSports are sports
 - EW comes to the conclusion that naturally we should run a League of Legends tournament
 - EW mentioned they really love swimming and karate, and proposes a swimming competition in CSS
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from SB: “What’s your favourite sport and why is it ultimate frisbee?”
 - EW does not know what ultimate frisbee is, but reiterates that swimming and karate are her favourite sports
- AM: “How do you think the swimming risk assessment is going to go with the Guild?”
 - EW: “Don’t fucking drown”
- EAW: “How are you going to encourage people with disabilities to do sports?”

- EW believes you need to be able to not drown in order to swim, and thus believes there is not actually much they can do to accommodate for this. She suggests offering physically less demanding sports as an alternative
- AT: “Is eSports actually a sport?”
 - EW: Yes
- S: “Do you think we could do weekly sports?”
 - EW suggests potentially doing a weekly park run or badminton
- CW: “We have a six-a-side football team, how do you plan to engage with that in the future?”
 - This is news to EW as she has little interest in football, but thinks we should have more announcements advertising it
- **The election was put to a vote**
 - Round 1
 - EW: 23; RON: 4
 - RON eliminated
 - Round 2
 - EW: 25
 - **Evie Wilson is duly elected Sports Secretary**

7.10 Equality, Diversity, and Inclusion Officer

- Candidates standing in advance: Sabrina Ahmad
- **Sabrina Ahmad**
 - SA admits they did not have a good start to the year as the incumbent, but is eager to improve
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from AT: “How are you going to manage your time between being a Guild Officer and CSS Committee?”
 - SA: Easy
- S: “We had a problem with making the Christmas meal accessible for all people, how do you plan on resolving this?”
 - SA believes asking members for dietary requirements ahead of time would work, but admits that trying to find a one-size-fits-all venue is an impossible task
- EAW: “Other than venues, what else do you think we can improve?”
 - SA thinks ensuring events have quiet areas and making sure they are comfortable in general
- CW: “What’s your favourite ‘minority’, and your favourite type of accessibility?”
 - SA believes humans are the best “minority” as she doesn’t like ants, but otherwise rejects the question

- EW: “Ham & pineapple pizza was not present at this event. How do you plan to rectify this?”
 - SA does not wish to interfere with the pizza
- EAW: “Why do you hate ants?”
 - SA: Bugs make me uncomfortable
- **The election was put to a vote**
 - Round 1
 - SA: 22; RON: 3
 - RON eliminated
 - Round 2
 - SA: 24
 - **Sabrina Ahmad is duly elected Equality, Diversity, and Inclusion Officer**

7.11 Industrial Liaison

- Candidates standing in advance: Amrit Bhogal
- **Amrit Bhogal**
 - AB believe jobs suck and the best way to get one is direct connections with the recruiters
 - AB claims they have lots of connections with recruiters
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from CW: “How good are you at handling rejection?”
 - AB has dealt with rejections a lot, but also knows how to handle them to create a better working relationship
- EAW: “We’ve had sponsorships from companies with questionable backgrounds, would you accept sponsorships from them?”
 - AB does not think accepting sponsorships from these companies is acceptable
- KT: “What events do you want to run with sponsors?”
 - AB wants to see more professional and serious events
- S: “Would you accept deals from arms manufacturers?”
 - AB believes it would need to be handled on a case-by-case basis
- SA: “What about AI companies?”
 - AB thinks some AI companies are morally well intentioned and as it is a massive field, there are a lot of good players who wouldn't compromise morals by collaborating with them
- AM: “How would you improve the number of sponsors for CSS?”
 - AB believes just speaking to more will help, but also making it more personal by meeting directly with them
- **The election was put to a vote**
 - Round 1

- AB: 22; RON: 1
- RON eliminated
- Round 2
 - AB: 22
- **Amrit Bhogal is duly elected Industrial Liaison**

7.12 PGR Rep

- **It was decided to conduct this election after the Interim First Year Rep and Interim PGT Rep, as there were no candidates standing in advance**
This means this agenda item was discussed last, and is thus out of order in these minutes
- **Matthew Norton (by Charlie Wilson)**
 - CW read out the same speech MN had prepared for Interim PGT Rep
- **The election was put to a vote**
 - Round 1
 - MN: 17; RON: 4
 - RON eliminated
 - Round 2
 - MN: 17
 - **Matthew Norton is duly elected as PGR Rep**

7.13 Interim First Year Rep

- Candidates standing in advance: Vidushi
- **Vidushi**
 - V wants to encourage more first years to join the society and believes she can sell the prospect of joining CSS to a lot of first years. She also wants to work with other committee members to make sure events are run properly. She also has experience as a student rep and on the Indian Dance Society
- HP asked if there were any candidates who wished to stand from the floor; there were none
- Question from EW: "What are your thoughts on the CSS families idea?"
 - V believes every opportunity that adds value to your resume is a good opportunity, and being a mentor on the family scheme would certainly do that
- CW: "Do you think you can speak to all 800 odd first years?"
 - V thinks encouraging as many people as possible to join the Discord would help
- RJ: "What was your favourite first-year event?"
 - V mentioned an event that happened outside of CSS involving care animals was nice, but within CSS the Board Games Night was their favourite
- **The election was put to a vote**

- Round 1
 - V: 20; RON: 2
 - RON eliminated
- Round 2
 - V: 20
- **Vidushi is duly elected Interim First Year Rep**

7.14 Interim PGT Rep

- Candidates standing in advance: Matthew Norton, Jhondon De Leon Mendi
- **Matthew Norton (by proxy Charlie Wilson)**
 - MN mentions they have been involved with CSS a lot, and believes he's got all the skills needed to carry out this role
 - MN shares love from Bristol
- **Jhondon De Leon Mendi**
 - JDLM introduces themselves as a PGT student
 - JDLM believes being part of the Psychology department has expanded his view
 - JDLM understands that PGT students are only here for a short time, and believes we can do more for them and provide a space for them
- HP asked if there were any candidates who wished to stand from the floor; there were none
- MN has made himself available over Zoom and has accepted questions
- Question from AM: "How would you provide more stuff regarding research / education to CSS members?"
 - JDLM has met with many academics and thus understands what they need
 - MN (typing): "Many cross subject society events and- I give up"
- EAW: "How do you plan on getting more PGT students to join CSS?"
 - JDLM suggests simply talking to them in-person will help, but admits it is difficult to contact PGT students given how compressed their year is. He suggests mailing lists to help remedy this
 - MN is unable to type his answer
- **The election was put to a vote**
 - Round 1
 - JDLM: 12; MN: 8; RON: 1
 - RON eliminated
 - Round 2
 - JDLM: 12; MN: 8
 - MN eliminated

- Round 3
 - JDLM: 20
- **Jhondon De Leon Mendi is duly elected Interim PGT Rep**

8 Any Other Business

- There was no further business
- The meeting was closed at 18:25 BST

All

Actual start time 14:02 BST**Actual end time** 18:25 BST**Duration** 4 hours and 23 minutes**Approved** *Pending approval by the Guild***Adopted** *Pending adoption at the next general meeting*

Voting for elections and amendments took place on CSS' voting platform, available online at vote.cssbham.com. This voting platform is open source and publicly auditable. Votes were cast using the instant run-off voting system, in line with policy described in the constitution.

Appendix A - Names of elected committee

President

Matty Widdop

Treasurer

Oli Baker

Secretary

Marcus Gustafsson

Vice-President

Sumeet Brar

Publicity Officer

Rohit Jose

International Students Rep

Mahima Gupta

Special Events Officer

Tobias Landells

Socials Secretary

Fearne Townsend

Sports Secretary

Evie Wilson

Equality, Diversity, and Inclusion Officer

Sabrina Ahmad

Industrial Liaison

Amrit Bhogal

PGR Rep

Matthew Norton

First Year Rep (Interim)

Vidushi

PGT Rep (Interim)

Jhundon De Leon Mendi

Appendix B - Updated constitution, with changes highlighted

Student Group Constitution

1.0 Designation and context

- 1.1 The name of the group shall be The University of Birmingham Guild of Students Computer Science Society, which may be abbreviated/shortened to: CSS. For the rest of this document, referred to as the "group"
- 1.2 It is recognised that this group is a constituent part of the University Of Birmingham Guild Of Students and must therefore fulfil all stipulations and regulations contained within the Memorandum, Articles of Association, Bye-laws and policies thereof
- 1.3 The Guild of Students, or the Activities Committee, acting on its behalf, may require the group to amend this constitution to safeguard the interests of the Guild
- 1.4 Amendments to a group Constitution, as approved by Annual General Meeting or Extraordinary General Meeting, shall not take effect until approved by the Activities Committee.
- 1.5 Queries regarding interpretation should be referred to the Officer responsible for the area, after consideration by the group committee
- 1.6 This constitution, and any additional policies enforced by the group, will be available to all members at any time
- 1.7 Upon decision by the Activities Committee to make amends to the Constitution, any changes will be retrospectively applied to all groups Constitutions.

2.0 Objectives of the Group

- 2.1 The objectives of the group shall be:
 - 2.1.1 To build and maintain the school community by organising events for social, recreational and educational purposes by liaising with the Computer Science department.
 - 2.1.2 To provide an additional welfare channel for members of the committee by being an intermediate between the Computer Science department and our societies members. Helping them with advice, contacts or other means (if possible) to resolve their issues.
 - 2.1.3 To promote career opportunities by organising events with alumni and other networks of interests in the IT area to give our members an overview of the job market and what employees want from them, while at the same time improving their networking contacts. We will also promote any events and competitions we consider to be of interests to our members and will help them improve their skills.
 - 2.1.4 To represent our members by holding events they want to attend and being a liaison for them. By using the society as a way for them to interact with other societies in order to broaden their social network.
- 2.2 All activities of this group must be related to the objectives
- 2.3 Membership and admittance to the student group activities shall be open to all University of Birmingham students. The only exception shall be based upon legal restrictions and safeguarding. The Committee members shall ensure that activities of the group are pursued in the best interests of student members and independently of any political, religious, or other group external to the Guild of Students

3.0 Affiliations

- 3.1 The group may affiliate to the following bodies/organisations:
 - 3.1.1 BCS (previously British Computing Society) - the Chartered Institute for IT in the United Kingdom. The group will respect the Code Of Conduct of the BCS, available at <http://www.bcs.org/category/6030>

- 3.2 All changes to the above list of affiliations must be approved by the Activities Committee

4.0 Address

- 4.1 The address for all correspondence shall be:
Computer Science Society, Student Groups, Guild of Students
Edgbaston Park Road, Birmingham, B15 2TU.

5.0 Membership

- 5.1 The membership fee for this group shall be: £5
- 5.2 Groups must be open for all members of the Guild to join. Associations are restricted to those who self-define as being able to join.
- 5.3 Only full members of the Guild of Students may hold committee positions and take part in the democratic running of the group.
- 5.4 The Student Group will ensure that all regular participants of activities are registered members of the Group

6.0 Responsibilities of committee members

- 6.1 To be responsible for the running and proper management of the Group
- 6.2 To be responsible for the financial affairs of the group in line with the Guild's Financial Procedures Manual and in the interests of members
- 6.3 To uphold the clauses contained in this constitution
- 6.4 To uphold the clauses contained in the Bye-laws, Memorandum and Articles of Association and all other policy of the Guild of Students
- 6.5 To represent the group at any meetings required by the Guild of Students
- 6.5 To ensure their correct contact details are held by the Guild of Students
- 6.6 To ensure the group accounts do not become overdrawn without the agreement of Activities Committee
- 6.7 To be personally liable to the Guild for any debts owed by the group to the Guild (applicable to authorised signatories only)
- 6.8 To ensure no other bank account exists for the group outside of the Guild. All financial transactions relating to the group must be dealt with through the Guild of Students
- 6.9 Committee members should not gain personal financial benefit through holding office
- 6.10 The group does not have the authority to enter into contracts with any external bodies; all such contracts or agreements require the authorisation of the Guild
- 6.11 The committee should meet whenever required, but at least two times per term.
- 6.12 The Chair shall call a committee meeting at the request of any two members of the Committee
- 6.13 Every committee member shall be given at least two days' notice of an ordinary meeting
- 6.14 In case of emergency, an emergency meeting may be held within less than 48 hours, provided that reasonable notice has been given to every member of the committee

- 6.15 If any vacancies occur in the membership of the committee during its term of office, the committee will inform the Guild of Students, the vacancy shall be democratically filled as soon as is practical
- 6.16 The AEO is an ex-officio member of the committee
- 6.17 Financial liability shall be devolved to the Guild of Students only where it can be shown that the relevant procedures have been complied with; all other liability rests with the committee members

7.0 Responsibilities of the Chair

- 7.1 To chair and co-ordinate the committee
- 7.2 To ensure that the group is represented at meetings required by the Guild, and in any dealings with the Guild or other bodies
- 7.3 To chair the Annual General Meeting and any other meetings, unless there is a conflict of interest, in which case another committee member shall chair the meeting
- 7.4 To attend all committee meetings unless apologies have been given.
- 7.5 To ensure every member of the committee is content in their role and performing their duties.

8.0 Responsibilities of the Treasurer.

- 8.1 To provide the committee with regular reports on the group's financial status
- 8.2 To liaise directly with the Guild of Students so as to maintain and update the group's accounts
- 8.3 To advise the committee on the financial implications of all decisions taken
- 8.4 To be responsible for all grant applications to the Guild of Students
- 8.5 To maintain an inventory of, and to ensure that safety checks are regularly carried out on, all equipment; and to provide related information to the Guild of Students
- 8.6 To attend all committee meetings unless apologies have been given.

9.0 Responsibilities of the Secretary

- 9.1 To take minutes of the Annual General Meeting, Extraordinary General Meetings and committee meetings if required, and to submit copies of these to the Guild of Students if required
- 9.2
- 9.3 To deal with correspondence with members, interested students and external bodies
- 9.4 To ensure the promotion of the group and its activities to encourage increased awareness of and participation in the group
- 9.5 To deal with correspondence with members, interested students and external bodies.
- 9.6 To ensure the promotion of the group and its activities to encourage increased awareness of and participation in the group.
- 9.7 To ensure that the Student Groups Department receives minutes and full details of the group's committee within 10 days of the Annual General Meeting or any Extraordinary General Meeting.

- 9.8 To attend all committee meetings unless apologies have been given.
- 9.9 To make agendas for committee meetings available to members.
- 9.10 To make minutes for committee meetings available to members.

10. Roles and Responsibilities of other committee members

- 10.1 Other committee members shall be:

10.1 Vice-President

- 10.1.1 To organise meetings if the President is unable to do so.
- 10.1.2 To assume the duties of the President if the President is unable to do so.
- 10.1.3 To assume duties of the Treasurer or Secretary during meetings if they are unable to do so.
- 10.1.3 To work with the President to ensure everybody in the committee is content in their role and doing their jobs.
- 10.1.4 To advise and communicate with the President and other committee members, helping to deal with issues that arise within the committee.
- 10.1.5 To attend all committee meetings unless apologies have been given.

10.2 First Year Rep

- 10.2.1 To promote the society and the events to their year group.
- 10.2.2 To encourage non-members to join the society.
- 10.2.3 To help actively in organising the events.
- 10.2.4 To feedback to the committee from the members of the society.
- 10.2.5 To attend all committee meetings unless apologies have been given.
- 10.2.6 An Interim First Year Rep can be elected to represent first years before a new first year can be elected in the new year.

10.3 Publicity Officer

- 10.3.1 To promote the society and the events to all students.
- 10.3.2 To take part in public relations activities including social media and general advertising.
- 10.3.3 To maintain a professional image for the society.
- 10.3.4 To delegate, oversee, and manage publicity-related activity undertaken by (and pertinent to) other members of the committee.
- 10.3.5 To attend all committee meetings unless apologies have been given.

10.4 International Student Rep

- 10.4.1 To promote the society and the events to students from outside the United Kingdom.
- 10.4.2 To encourage non-members to join the society.
- 10.4.3 To help actively in organising the events.
- 10.4.4 To feed back to the committee from the members of the society.
- 10.4.5 To attend all committee meetings unless apologies have been given.

10.5 Special Events Officer

- 10.5.1 To lead the organisation of large, joint or one-off events for the society.
- 10.5.2 To complete appropriately the planning for such events.
- 10.5.3 To work with other committee members including Publicity Rep and President to ensure events are successful.
- 10.5.4 To attend all committee meetings unless apologies have been given.

10.6 Socials Secretary

- 10.6.1 To lead the organisation of regular smaller meetings and socials.
- 10.6.2 To work with the President and Publicity Rep to ensure socials represent the interests of members.
- 10.6.3 To complete appropriately the planning for such events.
- 10.6.4 To attend all committee meetings unless apologies have been given.

10.7 Sports Secretary

- 10.7.1 To coordinate the organisation of events focusing on sports, including Esports.
- 10.7.2 To complete appropriately planning for such events.
- 10.7.3 To work with other committee members, especially Socials Rep and President to ensure that sports events are successful.
- 10.7.4 To attend all committee meetings unless apologies have been given.

10.8 Equality, Diversity, and Inclusion Officer

- 10.8.1 To coordinate the organisation of events and the promotion of other activities by the society
that better represent the interests and needs of diverse groups within the society.
- 10.8.2 To address diversity/inclusivity related concerns and ensure that the society always caters to the needs and requirements of all of its members.
- 10.8.3 To handle outreach to diverse groups, with the aim of allowing a wider range of people to get involved, regardless of race, gender, ethnicity, sexual orientation, personal background or circumstances, or other such factors.
- 10.8.4 To liaise with other societies on campus as well as companies to promote diversity schemes and further, to represent the interests of all CSS groups and their members.
- 10.8.5 To attend all committee meetings unless apologies have been given.
- 10.8.6 To attend the School of Computer Science Diversity & Equality Committee (D&EC) of the School of Computer Science (SoCS) as a representative of CSS.

10.9 Industrial Liaison

- 10.9.1 To reach out to corporate partners to help to secure sponsorship for the society, promote relevant recruitment schemes and organise events which benefit our members.

- 10.9.2 To act as the voice of CSS in the tech industry, actively pursuing networking and partnership opportunities for the society.
- 10.9.3 To liaise with the other committee members closely to complete the planning of industry-related events.
- 10.9.4 To ensure that a proper handover of industrial sponsor and partner contacts takes place when a new Industrial Liaison takes the post.
- 10.9.5 To attend all committee meetings unless apologies have been given.
- 10.9.6 To represent the interests of the students on Industrial Year courses and encourage non-members to join the society.

10.10 PGT Rep

- 10.10.1 To promote the society and its events to their peers on PGT courses.
- 10.10.2 To represent the interests of the students on PGT courses and encourage non-members to join the society.
- 10.10.3 To feed back all suggestions and complaints from members on PGT courses to the committee.
- 10.10.4 To liaise with the committee to organise events relevant to PGT students.
- 10.10.5 To attend all committee meetings unless apologies have been given.
- 10.10.6 An Interim PGT Rep can be elected to represent PGTs before a new PGT can be elected in the new academic year.

10.11 PGR Rep

- 10.11.1 To promote the society and its events to their peers on PGR courses.
- 10.11.2 To represent the interests of the students on PGR courses and encourage non-members to join the society.
- 10.11.3 To feed back all suggestions and complaints from members on PGR courses to the committee.
- 10.11.4 To liaise with the committee to organise events relevant to PGR students.
- 10.11.5 To attend all committee meetings unless apologies have been given.
- 10.11.6 Attend the School of Computer Science Staff Research Student Consultative Committee (SRSCC) as a representative of CSS.

10.12 Hackathons Officer

- 10.12.1 To coordinate and organise any hackathons or hackathon related events.
- 10.12.2 To complete appropriately the planning for such events.
- 10.12.3 To work with the Industrial Liaison to secure sponsorships to support hackathon activities.
- 10.12.4 To attend all committee meetings unless apologies have been given.

11 Committee Meetings

- 11.1 Agendas for Committee Meetings must be made available to members.
 - 11.1.1 Agendas should be made available in advance of each meeting.
- 11.2 Minutes for Committee Meetings must be made available to members.
 - 11.2.1 Minutes should be made available within a week of the date of each meeting.
 - 11.2.2 Minutes may be redacted before publication if required.

12 Neutrality Statement

- 12.1 The society shall not endorse any individual candidate nor any slate in The Guild Elections.
This provision shall remain in force should The Guild permit societies to do so.

Date approved by group: 02/04/2025

(Standard constitution template last amended by Activities Committee on 26/08/2021)