***MSJ Computer Science Club Constitution – 2019-2020***

**Article 1: Organization**

Section 1. Name of Organization

MSJ Computer Science Club

Section 2. Purpose and Means of Accomplishment

MSJ Computer Science Club is dedicated to providing access to and instruction in the field of computer science and the applications of computing. Examples of how the club aims to help the school’s community:

* Instructing the school community in integrating technology with education (for example, the iOS application for the Fremont Unified School District created by Sumukh Sridhara and Andrew Han)
* Participating in competitions involving programming, information systems, and other topics in computing (e.g. USACO, ACSL, CTFs, Harker Programming Invitational, Stanford ProCo)
* Sponsoring field trips to institutions such as universities and museums in order to allow members to experience and learn about computer science
* Offering help, advice, and opportunities to all members in activities regarding computer science
* Creating an environment in which members can easily collaborate with each other in projects, competitions, and general discussion

**Article 2: Meetings and Events**

Section 1. Meeting Profile

Meetings will be held on Tuesdays or Fridays during lunch in C16 (Ms. Kuei’s room) at a frequency of at least 3 times every month, unless complications arise. Fridays will be generally used as a reserve date if possible.

Section 2. Example of Typical Meeting

Discussion of competitions

Discussion of current events in the industry (includes guest speakers)

Computer lessons (includes programming, making websites, debugging code, workshops, etc.)

Debugging each other’s programs

Hands-on workshops (taking apart computers, coding together)

Section 3. Announcement of Meeting

Members who request to be on the email list will receive an email at least one day before each meeting informing them of the meeting. Meeting notifications will also be posted on the Facebook group and in the Thursday read meetings.

Section 4. Definition of Quorum

At least two officers should be present in order for a meeting to take place. There should be

six or more members present, but the number of members required for a club meeting to take place is left to the discretion of the club officers.

Section 5. Ideas for Events

Funding for these events are obtained from the participants.

1. CyberFoundations, an online national competition for high school students to learn about networking, scripting, and operating system fundamentals.
2. Field trips (e.g. Computer History Museum at Mountain View)
3. CyberPatriot, a national computer security competition supported by the Air Force Foundation.
4. ACSL - American Computer Science League competition, held annually.
5. Zero Robotics - build robots and compete against other people, winner gets program to run in space, sponsored by NASA and MIT.
6. Classes in Artificial Intelligence, Machine Learning, and Databases - upper division Stanford computer science classes offered online for free and taught by world renown researchers. We’ll be forming a MSJ study group for these classes.
7. SvSTRUT - Silicon Valley Students Recycling Used Technology - high school teams compete against other high school teams in the Bay Area on the ability to network a series of devices, building computers, and quiz bowls.
8. Stanford ProCo, HP Codewars, Harker Invitational
9. Hackathons such as HSHacks, hackathon.io, Angelhacks
10. Capture the Flag Competitions

Plans for major club sponsored events (exceeding 4 hours or taking place on non-school days) must be proposed at least 4 months in advance. The advising teacher and the other officers must all participate in the formation of the event in order for it to be considered a CS club event.

**Article 3: Membership**

Section 1. Eligibility for Membership

Any student may join the club. Membership is free, but people who participate in a competition that requires a fee will have to pay that fee.

Section 2. Term of Membership

The term of membership is annual. Each student can sign up each year for the club. They then stay as a member from when they sign up for the duration of the year to the end of the school year, and may participate in club activities including but not limited to competitions and lessons.

Section 3. Membership Exclusion

If a member is overly disruptive or prevents the meeting from being productive, that member will be excluded from meetings for the rest of the school year and is prohibited from competitions and other activities at the discretion of the club officers.

**Article 4: Officers and Elections**

Section 1. Titles and Duties of Officers

*President:* The President(s) is to coordinate events within the club, as well as organize and direct all meetings. It is also his or her responsibility to maintain communication with the other officers and ensure that the club is being actively productive. The President(s) also acts as the chief in command of all operations of the club.

*Secretary:* The Secretary is to document club activities and organize club-related files in the Google Drive folder. He or she will record the events of each meeting and make them available to members via email, Facebook, or the website after the meeting. He or she will work with the President(s) to facilitate the availability of the information on the website and other media. He or she will also work with the Activities Coordinator officer to ensure that activities and planning run accordingly.

*Treasurer:* The Treasurer keeps track of club funds and tracks the movement of money in and out of the club treasury. He or she is responsible for the collection and safekeeping of money from fees for competitions and materials. He or she will also assist in the maintenance of the website.

*Activities Coordinator:* The Activities Coordinator organizes club activities and events within the school, such as Multicultural Week and computer dissections, and coordinates with club subdivisions, such as algorithms, app development, web development, etc. to organize club meetings and activities that suit them best. He or she is also in charge of the promoting and advertising of club events and meetings through morning announcements, read meets, email, Facebook, and other means of communication.

*Public Relations Officer:* The Public Relations Officer is responsible for contacting outside jurisdiction of the school, including local, national, and international businesses and organizations, to enrich club activities (look for guest speakers, organize field trips, and more). He or she will be an initial contact point for any media coverage and dialogue between the club and outside entities. He or she is also responsible for the interests in the subdivisions of MSJ CS Club to find out what activities will best suit them.

Section 3. Requirements for Eligibility

Any member may become an officer.

Section 4. Term of Office

An officer serves for one year.

Section 5. Officer Removal

Any officer may be impeached for not fulfilling the duties outlined in Article 4, Section 1. Impeachment can only occur if at least three of the other five other officers agree that the officer in question has not been actively fulfilling his or her responsibilities. However, any member of the club may request an impeachment. Before an officer is impeached, he or she must be placed on trial for at least one month. After one month, impeaching the officer will require a majority vote. An officer may not be on trial for more than 3 months.

An officer will receive a strike if:

-they do not lecture or plan meeting activities at least twice a semester

-they miss a meeting without being excused

-they miss a council that they were responsible for

-they miss a monthly report

Other unfulfilled responsibilities can be punished with a strike. After 3 strikes, the officer will be impeached.

Section 6. Vacancy of Office

If an officer leaves before the end of his or her term, a call for candidates will be made to the club, and these candidates will be interviewed by the current officers to determine who will fill the vacancy.

Section 7. Appointment of Representative to Leadership Council

The representative will change each week, in the following order: President, Secretary, Treasurer, Activities Coordinator.

**Article 5: Adult Advisors**

Section 1. Name of Adult Advisor

Ms. Ling-Ru Katy Kuei

Section 2. Duties of Adult Advisor

The adult advisor is held responsible for the supervision of the club and all of its members during meetings and events. The advisor will also be the school representative at any activity or competition that requires any such adult supervision.

**Article 6: Safety and Liability**

Section 1. Physical Injury, Property Damage, and Liability (Waivers)

The club, the officers, and the adult advisor will not be held liable for the damages and associated costs in the event that someone is killed or wounded during a meeting or event. The club, officers, or adult supervisor will not be held responsible for any consequences associated with property damage unless they were directly involved. All members and officers are expected to comply with school, state, and federal law. If said laws are infringed, all responsibility will be placed on the responsible party and not the collective club, officers, or adult advisor.

**Article 7: Financial Activities**

Section 1. Revenues

Fees required for any activities (for example, competition fees, materials) will be evenly distributed amongst the members who wish to participate in them. If a member does not pay his or her share of the fee, they will be excluded from participating in the activity.

Section 2. Expenditures

Any club-wide expenditure will be put to a vote at a club meeting and a majority of the vote is needed to pass the expenditure.

Section 3. Transactions

Any transactions involving the movement of money in or out of the club bank account are to be controlled and recorded by the Treasurer, or with the approval of the Treasurer.

**Article 8: Amendments**

Section 1. Proposition

Any club member who wishes to propose an amendment to the constitution should contact the officers with a description of the proposed amendment.

Section 2. Requirements for Amendment to be Passed / Ratification

An amendment can be passed if at least 5 of the officers agree unanimously that the passing of the amendment is a reasonable and valid action.

**Signatures and Contact Information**

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| *Title* | *Name* | *Email* | *Signature* |
| Advisor | Ling-Ru Katy Kuei | lkuei@fremont.k12.ca.us |  |
| President | Vivian han | viv.han.12@gmail.com |  |
| Secretary | Hao Chen | haochen20040218@gmail.com |  |
| Treasurer | Chris Ge | ge.chris777@gmail.com |  |
| Activities Coordinator | Aditya Prerepa | adiprerepa@gmail.com |  |
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