Computer Science Society
README.md

Ashoka University

22nd June, 2022

CS
Society

Contents

1. Manifesto

Administrative Ethos[1]

- Maintain academic integrity in all endeavors
- Conduct in line with CASH, CADI and ARC guidelines
- Guidelines ahead outline further requirements

Objective

We envision a space where a culture of peer-to-peer support and collaboration amongst the members of the CS community at Ashoka is maintained. To implement this we will open channels of communication amongst the members of the community, including the global CS space

Theme: Technology for Social Good

As an academic society, we would like to adopt Tech for Social Good as a theme for the next year. We plan to have events that focus specifically on this and use various methods to apply technology for the betterment of people around us. We plan to have a year round team that works on fundraising for causes that support our theme. We plan to have events that have minor registration fees which are redirected to different causes that are along our theme. We would also like to hold events that directly engage with people in the sector to provide them with a stage and our student body with engagement.

We feel that the idea of having this as our theme helps us give back to the community and help build a community of engagement in and around our campus. We also believe in giving back to the community that serves us and we would like to focus on Asawarpur and the other areas around our university to see if there is anything we can do to ensure that they are better equipped with the changing times. We hope that more academic societies around the world adopt similar strategies to help build a community outside the four walls of the university as well.

With our theme, we hope to lay a foundation for a better definition of social good in the technological sphere. <Interdiscplinary/> We hope to make a difference and make the world a better place. We thank everyone that will support us through our journey in advance.

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[1] OAA Handbook & Guidelines for Academic Societies:
https://my.ashoka.edu.in/SIS/UploadedFile/OrientationMaterial/Handbook_&_Guidelines_7cba3d39-12fe-4f6f-a4a4-3e48ba4f35a9.pdf

2. Organization

Factsheet

Category : Academic Society (Office of Academic Affairs)
Budget : 5000 INR/annum
Inception : 2016 (restructured in 2022)
Faculty Advisor(s) : Professor Manu Awasthi, Professor Debayan Gupta
Past Presidents : Koishore Roy, Onish Garg, Archit Checker, Soham De, Soham Bagchi
Flagship Event(s) : Ideathon
Periodical(s) : The CrossThink
Wings : Finance, Events and Logistics, Outreach and Relations
Partnerships : CodeChef, DigitalOcean, WiCS, WireByte
Communications : cs.society@ashoka.edu.in , @cs.ashoka (IG), Computer Science Society-Ashoka University (LikedIn),
Current Leadership : **Presents:** Aakash Rao   Medini Chopra

Society Hierarchy: The society will follow a structure that involves every member of its core team in effective work and is subject to changes by the presidents with prior intimation to the entire core team. The different departments are Finance, Events and Logistics, Design, and Outreach and Relations (Marketing), with an optional one person team for Human Resources.

Member Inductions

- Membership to the CS-Soc is open to all members of the student body
- Prospective members can be a part of both, WiCS and the CS Soc if they wish to be
- Prospective members may apply to be a part of the society during the induction cycle that happens once a year during the Monsoon semester
- Prospective members may apply to be a part of the society during the semester as well, these applications will be dealt with on a case by case basis.
- Prospective members will be required to obtain the following documents as proof of conduct (a simple screenshot of email will be sufficient):
    - NOC from the office of the Registrar.
- At the discretion of the presidents with advice from the faculty and student advisors, a decision can be taken to hold reinductions to the entire society. This clause is to be invoked only in situations where it is deemed necessary. In this case, all current members, excluding the core leadership must sit through the entire induction process.

- During this process, regular attendance to meetings and active participation will count positively towards the given members re-application.
- Prospective members must go through a rigorous process of induction consisting of the following:
  - **An Application Form:** This form will ask applicants to answer basic questions regarding their aim and vision for the society along with different aspects of their lives such as the time commitment they can offer to the society.
  - **An Interview Round:** This will be an extension of the application form where we get to know the prospective member better and further the process of induction. The interview panel will consist of 3 people:
    - One of the presidents
    - A representative from WiCS
    - The director of the wing that the prospective member has requested to join
  - **A Screening Round:** The prospective members whose application form has been approved will be forwarded to the faculty advisors who will carry out a final screening process to determine the status of their membership.

Presidential Elections

- The role of president is open to any Department Director of the society provided they have been active members for a minimum of two semesters;
  - A member that has not met the above criteria may be considered for the role in case of exceptional circumstances that prove their ability to work in and lead the society.
- All the remaining Department Directors get a single vote. The mode for this depends on the ongoing pandemic situation and will in high probability be done using google forms.
- The outgoing presidents may vote only in case of ties in order to ensure that a clear winner exists.
- The candidate with a simple majority (>50% of the votes) gets elected as the president of the society.
- A president may be impeached on grounds of inactivity, incompetence, or disciplinary offenses, within and outside the society, at least 2/3rd majority vote among Departmental Directors.

Department Director Elections

- The role of department director is for a renewable term of one year.

- The perspective director must have been an active member of the society for at least a term of one semester
  - A member that has not met the above criteria may be considered for the role in case of exceptional circumstances that prove their ability to work in the society.
- The electoral college for the directorial elections will consist of all the members of the society from the department in question.
  - The presidents have the discretion to move to a whole core team vote when deemed necessary.
- The process for the election of a new department director will be the following:
  - *Application and Manifesto submission*: A google form will be circulated to the entire team that consists of the application form. This form will consist of different questions that will make up the manifesto of the said candidate.
  - *Discussion period:* The manifestos will be made public to all the members of the society two days before the weekly meeting. During these two days the manifestos will be open to questions and discussions.
  - *Voting:* Voting will be carried out during the general meeting With each member getting one vote. The person with a simple majority (>50%) becomes the new director of the said department.
- A department director may be impeached on grounds of inactivity, incompetence, or disciplinary offenses, within and outside the society, at least 2/3rd majority vote among Departmental Directors.
- In **cases where deemed necessary** (*jointly by the presidents, the student advisors, and the faculty advisors*), the presidents, may open up department director inductions to the entire student body or to members of the society who do not meet the membership timeline criteria;
  - This must happen in close coordination with the faculty advisors of the Society
  - In the situation where inductions are opened to the student body, there will be a panel that will be tasked with interviewing and selecting prospective candidates;
    - The panel will consist of the president(s), two previous members of the CS society (at least one of whom must be a non-cis male), a representative of WiCS, and may include one of the faculty advisors..
    - The panel will carry out the entire procedure of inductions for the department directors.
    - Existing members of the society that wish to apply for the role must be a part of this formal procedure.

Student Advisors

- Third year students going into their ASP year may switch their role from active members to student advisors.
- Their preference will be asked via a Google form during the exit process of all members at the end of the academic year.
- The decision made during the exit process will be binding and not reversible in the case that the said member decides not to be an advisor.
- Any advisor can resign from their advisory position at any time by intimating the presidents about the same.

3. Events

- **Ideathon:** An interdisciplinary ideation hackathon where people across disciplines are invited to present their ideas on our theme of *Technology for Social Good* across universities in the world.
- **Hacktoberfest** (in partnership with DigitalOcean)
- **RedBrick Hacks** (in collaboration with WiCS, Digital Makerspace). The hackathon has a separate induction process and may involve people outside CS Society, WiCS, and the Digital Makerspace
- **Alumni Connect:** UG students connect with CS Alumni for advice on grad school, internships and beyond
- **Blog:** That takes ideas and pieces of writing from members of the community and puts them forward. Within that there is a subsection for the Ashokan Handbook which is a fun primer for incoming students at Ashoka, posted as part of our blog.
- **Crossthink:** Specifics will be updated soon.
- **CS helpdesk**: We will provide 1 hour slots once a week for walk-in Office Hours for students to ask their queries regarding course trajectories, courses to take, or general guidance in navigating the CS space at Ashoka.
- **Industry Engagement Series**: These are technical workshops and talks meant to introduce Undergraduates to new skills and technologies in Product management, UI/UX and Deployable AI. These will be followed by mini-challenges putting their newly acquired knowledge to the test.
- **Research Reading Groups:** (in collaboration with WiCS) A group of people that come together once a week to discuss different research projects and bounce ideas off one another. An open and safe space for young academics to come together.
- **Tools for Research:** A series of hands-on workshops to help people across disciplines understand the different tools that are available for and used by various researchers.
- **Social mixers:** Fun events to bring people together, such as movie night.
- **Google Dev Society:** Software incubation space, coming 2023.

4. Tentative Timeline

No	Event Name	Frequency	Collab	Start time
	Keyboard Duel	One-time	-	September (Week 1)
	Inductions open	Yearly	-	September (Week 1)
	Helpdesk	Weekly	Reps	September (Week 2)
	Winter Merch Sale	Sem	-	September (Week 2)
	Social Mixer	Monthly	-	September (Week 3)
	Blog Call for Articles	Monthly	-	September (Week 3)
	Inductions complete	Yearly	-	September (Week 3)
	Blog Article Publishing	Weekly	-	September (Week 4)
	Tools For Research	Monthly	All	September (Week 4)
	Research Reading Group	Weekly	WiCS	October (Week 1)
	Industry Engagement Series	Monthly	-	October (Week 1)
	HacktoberFest	Yearly	-	October (Week 3)
	RedBrick Hacks 2	-	Makerspace, WiCS	December 2022
	Alumni Connect	Yearly	-	February 2023
	Inter-university Ideathon	Yearly	-	March 2023
	Google Development Club (Software Incubator)	One-time	-	April 2023

5. Internal Guidelines

Brand Guidelines

- **Logo:** The CS Society logo[2] uses 2 fonts (League Spartan, Open Sans) and 2 colors (red (196,18,47) and blue (13,56,98))
- **Logo Usage:** There are 2 permitted lockups. Logo must be used on white background
- **Ashoka Logo:** Ashoka Logo to be used according to university-wide brand guidelines

Membership Guidelines

- Membership to the society is valid for a renewable period of one year and renewable if and only if the said member is able to provide an NOC from the registrar as well as the AIC as stated in the Member Induction guidelines.
- Members must be active in the society and regularly attend meetings
    - A member that misses 3 consecutive Weekly team meetings without prior intimation to the leadership can be impeached from the Society
    - A member that misses more than 7 meetings in a given semester can be impeached from the Society
- The process of impeachment from the society will be carried out by a strong majority vote among all Department Directors (> 50%)
- Members can apply to be a department director of the department in which they have been a member at the end of the year. The directors are elected in accordance with the procedure outlined earlier in this document.
- Inactive members to be impeached from leadership by a strong majority vote among all Department Directors.

Amendment Guidelines

- Current leadership is advised to consult previous leadership while amending this constitution.
- All amendments must receive a strong majority vote among Departmental directors to be approved.
    - If extenuating circumstances require a change of structure to the entire society (referring to changes in 2020 and 2022), the voting procedure is abandoned.

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[2] Brand Guidelines: https://docs.google.com/presentation/d/1f6T4SiE44QwDoK2Dcr9ab_vHS-B1j831xsQnShXSTZQ/edit?usp=sharing

- In the case of extenuating circumstances, the amendments to the society constitution must be made in close discussion with member advisors and faculty advisors.

General Guidelines

- **Affirmative Action**: Leadership is advised to non-cis male member at any point
- While most leadership roles are renewable, senior leadership is advised to step down to an advisory position after multiple terms to increase participation of newer members in the leadership
- Members are expected to step down, voluntarily, in the event of any CASH/ ARC/ CADI/ AIC/ SH allegations against them, via formal or informal channels.
- The official email ID of the society will be under strict access control. Only the presidents will have access to it due to the sensitive nature of data present and access may be provided to a given member only to certain files and not the account entirely.
- Any and all outgoing correspondence from the Society must go through the presidents.

Grievance Redressal Guidelines

- Any form of CASH/ CADI/ ARC/ must be taken up with the respective official bodies and will not fall under the purview of the presidents.
- Any other form of grievances that may arise must be taken up with the president(s) directly and will be dealt with on a case by case basis.

6. Department Structures

Finance

- Shall contain between 3 and 4 members led by the Director of Finance
- Will be responsible for all finance related matters of the Society including budgeting, procuring funding (where required), and working with the different departments to ensure effective use of funds

Events and Logistics

- Shall contain between 5 and 10 members led by the Director of Events and Logistics
- Will be responsible for the ideation and implementation of different events across the year.
- Will be responsible for carrying out the yearly and regular events as well as the creation of new events

Outreach and Relations

- Shall contain between 4 and 5 members led by the Director of Outreach and Relations
- Will be responsible to liaise with the different academic societies, academic departments, and administration to ensure smooth functioning of the society and effortless implementation of the different events
- Will be responsible for maintaining all social media (Website, LinkedIn, Twitter, Instagram handles) of the Society and building our social presence
- Will be responsible for bringing in different opportunities from various parts of the world to members of the department

Design and Photography

- Shall consist of two members lead by the presidents of the society
- Shall be responsible to meet all the design and photography requirements of the society as and when required.