HCDC COMPUTER ENGINEERING ACT OF 2019 (CpE Act No. 0001)

An Act Establishing the Alliance of Computational Technology Innovators & Validation Experts (ACTIVE)

Holy Cross of Davao College, Inc.

Sta. Ana Avenue, Davao City, Philippines

College of Engineering and Technology

C p E A c t N o. 0 0 0 1

AN ACT TO ESTABLISH THE ALLIANCE OF COMPUTATIONAL TECHNOLOGY INNOVATORS & VALIDATION EXPERTS (ACTIVE) AND COMPLETELY REPLACE THE ASSOCIATION OF COMPUTER ENGINEERING STUDENTS (ACES), REPEALING THE ESTABLISHED CONSTITUTION AND BY-LAWS OF THE HCDC COMPUTER ENGINEERING DEPARTMENT'S OFFICIAL ORGANIZATION APPROVED LAST JULY 17, 2018, AS AMENDED

ARTICLE I

NAME

Section 1. *Short Title.* – This act shall be known and cited as the "HCDC Computer Engineering Act of 2019".

Section 2. *Lovelace clause.* – The officially recognized co-curricular organization of the Bachelor of Science in Computer Engineering in the Holy Cross of Davao College, Inc. shall be renamed *Alliance of Computational Technology Innovators and Validation Experts (ACTIVE)* replacing its former name *Association of Computer Engineering Students (ACES)*. This is reflective of the need of the HCDC Computer Engineering Department to strengthen its ties to the industry via its strong alumni network. ACTIVE shall be recognized as the Official Organization for HCDC BS Computer Engineering Students and Alumni. Changes to this section shall be called as the Lovelace Amendment for ease of revision as may be warranted for future needs.

ARTICLE II

OBJECTIVES

Section 1.   The aim of ACTIVE is to serve as the liaison between the academic and the professional world for the Computer Engineering students of the Holy Cross of Davao College, Inc. It shall embody the ideals and aspirations of HCDC, CET and the BS CpE program of the institution. Specifically, it shall:

a) Allow the creation of a governing body which shall be called as the ACTIVE von Neumann Committee comprised of both appointed and elected officers to lead the organization;

b) Provide a streamlined process that expedites the sanctioning or disapproval of activities both directly and indirectly related to the Computer Engineering Department's core activities and curriculum;

c) Bridge the gap between theory and application via establishing strong linkages to the industry through its alumni network;

d) Partner HCDC's BS Computer Engineering program with technology start-ups and companies locally, nationally, and whenever possible, internationally;

e) Hold ACTIVE'S Hollerith Convention which shall serve to disseminate information regarding the organization's/college's/institution's upcoming events, activities, and newly established tech industry and job placement partnerships, among other things;

f) Afford assistance to its student members in their academic, co-curricular, extracurricular difficulties through consultation and remedial activities duly sanctioned by the body or privately agreed upon by the parties involved namely the tutee and tutor;

g) Deliver seminars and trainings deemed necessary for the skilling and reskilling of students in hopes of preparing them for the professional world of work.

ARTICLE III

COMPOSITION

The Alliance of Computational Technology Innovators and Validation Experts is composed of all bona fide Bachelor of Science in Computer Engineering students and alumni of the Holy Cross of Davao College, Inc.

ARTICLE IV

ORGANIZATION AND ADMINISTRATION

Section 1. The organization and the administration of the affairs of the Alliance shall be vested in the von Neumann Committee and the Berners-Lee Committee, of which only the ACTIVE CEO holds both memberships.

Section 2. *von Neumann clause.* – The von Neumann Committee is comprised of the Executive Department, the Information Department, the Finance Department, and the Logistics Department. Changes to this section, particularly in its structural hierarchy, shall be called as the von Neumann Amendment for ease of revision as may be warranted for future needs.

a) *Turing clause.* – The Executive Department shall be composed of the Chief Executive Officer (CEO), the Chief Operating Officer (COO), and the External Affairs Vice-President (EAVP). Changes to this subsection shall be known as the Turing Amendment for ease of revision as may be warranted for future needs. This subsection is intertwined with the Section 1 of Article VI. Changes to the latter section must be in congruence with this subsection.

b) *Shannon clause.* – The Information Department shall be composed of the Chief Data Officer (CDO), the CWO (Chief Web Officer), and the CMO (Chief Marketing Officer). Changes to this subsection shall be known as the Shannon Amendment for ease of revision as may be warranted for future needs. This subsection is intertwined with the Section 2 of Article VI. Changes to the latter section must be in congruence with this subsection.

c) *Boolean clause.* – The Finance Department shall be composed of the Chief Financial Officer (CFO), the Deputy Financial Controller (DFC), and the Chief Audit Executive (CAE). Changes to this subsection shall be known as the Boolean Amendment for ease of revision as may be warranted for future needs. This subsection is intertwined with the Section 3 of Article VI. Changes to the latter section must be in congruence with this subsection.

d) *Dijkstra clause.* – The Logistics Department shall be composed of the Chief Procurement Officer (CPO), two Caloric Sustenance Provision (CSP) Officers, and two Equipment, Materials, and Facilities (EMF) Officers. Changes to this subsection shall be known as the Dijkstra Amendment for ease of revision as may be warranted for future needs. This subsection is intertwined with the Section 4 of Article VI. Changes to the latter section must be in congruence with this subsection.

Section 3. *Berners-Lee clause.* – The Berners-Lee Committee will serve as the auditing and evaluative body of ACTIVE. Changes to this section, particularly in its membership, shall be called as the Berners-Lee Amendment for ease of revision as may be warranted for future needs.

a) The Berners-Lee Committee shall be comprised of the following ten (10) members:
   i. The Chairman of ACTIVE, which is the default position reserved for the Moderator of the Organization;
   ii. The Co-Chairman of ACTIVE, which is the default position reserved for the Chairperson of HCDC'S BS Computer Engineering Undergraduate Program;
   iii. The Dean of the College of Engineering and Technology, or the OIC, whenever it is *tempus sede vacante*;
   iv. The Former CEO, COO, CDO, or CFO of ACTIVE (President, Vice-President, Secretary, or Treasurer of ACES);
   v. The Current CEO of ACTIVE;
   vi. 2 HCDC BS Computer Engineering College Professors (full-time or part-time) not currently holding any of the following positions: Dean of CET, BS CpE Chairperson, ACTIVE Moderator;
   vii. 3 HCDC BS Computer Engineering alumni working in the technological industry sector that may be, but preferably not, members of the HCDC BS CpE Faculty.

Section 4. *Torvalds clause.* – A committee for special purposes and it shall be called the Torvalds Committee. Changes to this section shall be known as the Torvalds Amendment for ease of revision as may be warranted for future needs.

a) The committee shall be comprised of point persons who are well-known experts in their craft and shall lead or serve as student consultants for events or activities when their expertise is needed. They may be members of the von Neumann Committee. These positions may not be filled but it is best that they are.

b) The following are the positions included in the Committee for Special Purposes:
   i. One (1) Chief Creative Officer (CCO)
   ii. One (1) Chief Algorithms and Networks Officer (CANO)
   iii. Two (2) Robotics and Embedded Systems Experts (RESEs)
   iv. One (1) Digital Electronics Consultant (DEC)

v.	One (1) Analog Electronics Consultant (AEC)
vi.	One (1) Head of Digital Arts (HDA)
vii.	One (1) Photography Team Lead (PTL)
viii.	Two (2) Coordinators of Sports (CoS)
ix.	One (1) Master of Choreography (MoC)
x.	One (1) Musical Instruments Director (MID)
xi.	One (1) Director of Vocals (DoV)

Section 5. The ACTIVE headquarters shall be the area beside the office of the BS CpE Program Chairperson.

ARTICLE V

ELECTION OF THE VON NEUMMAN COMMITTEE OFFICIALS

Section 1. *Rules Governing Election.*

a) Date and Place of Election. The election of the von Neumann Committee Officials shall be held on the last Monday of February in any fifth (5th) floor room of Capalla Hall Building (CH 501 [formerly CH 504], CH 502 [formerly CH 503], or CH 504 [formerly CH 501]).
b) The vote of a member is a REQUIREMENT for the signing of clearance.
c) The Electoral Commission shall be composed of the von Neumann Committee Officials, the program chairpersons of the College of Engineering and Technology (CET), the Chairman of ACTIVE (the Organizational Moderator), and the Dean of CET.
d) The Electoral Commission shall be responsible for the determination of the date of filing of candidacy, scheduling of the date of election, preparation of election venue, and the actual conduct of the election.
e) All bona fide Bachelor of Science in Computer Engineering students have the right to vote.

Section 2. *Eligibility of Candidacy.* A bona fide Bachelor of Science in Computer Engineering aspiring von Neumann Committee Official must:

a) Have a good moral character;
b) Be physically, mentally, psychologically, and emotionally fit;
c) Not be a president, vice president, secretary, and/or treasurer to any co-curricular or extra-curricular organizations of the Holy Cross of Davao College, Inc.

Section 3. *Failure of Election.* – The election is considered a failure if the positions of CEO, COO, CDO, and CFO are not filled as set by the Electoral Commission.

Section 4. *Appointment of von Neumann Officials.* – The officials can be appointed.

a) In case of failure of election, the ACTIVE Chairman (Organizational Moderator), the ACTIVE Co-Chairman (BS CpE Program Chairperson), and the Dean of CET can appoint any bona fide BS CpE student to be von Neumann Officials provided that the appointment must be duly recognized, approved, and signed by the ACTIVE Chairman, the ACTIVE Co-Chairman, and the Dean of CET.

b) In case of vacant positions, the CEO can appoint [a] bona fide BS CpE student(s) to fill the vacant position(s) provided that the appointment must be duly recognized, approved, and signed by the ACTIVE Chairman, the ACTIVE Co-Chairman, and the Dean of CET.

c) In case the positions of CEO, COO, CDO, and CFO are vacant, the ACTIVE Chairman can appoint [a] bona fide BS CpE student(s) to become the CEO, COO, CDO, and CFO of ACTIVE provided that the appointment must be duly recognized, approved, and signed by the ACTIVE Chairman, the ACTIVE Co-Chairman, and the Dean of CET.

ARTICLE VI

DUTIES AND RESPONSIBILITIES OF THE VON NEUMMAN COMMITTEE OFFICIALS

Section 1. *Executive Department Duties.* - The Turing clause or Article IV Section 2 Subsection A of this Act serves to provide as the basis for the creation of the Executive Department which shall be known as the Turing subcommittee. The functions of the Turing subcommittee members are described as follows:

a) **Chief Executive Officer (CEO).** The chief executive officer (CEO) or just chief executive (CE), is the most senior corporate, executive, or administrative officer in charge of managing ACTIVE. The CEO of ACTIVE typically reports to the board of directors and is charged with maximizing the value of the entity, which in this case includes the strong implementation of organizational culture of Computer Engineering academic and professional excellence via the linkages built from privately held industrial/technological and not-for-profit educational/research institutions and through the assistance of HCDC BS CpE alumni, the provision of both tech and soft skills lectures and trainings via partner institutions and thru renowned field experts for the BS CpE studentry, and the overall management of HCDC CET and ACTIVE events and ICPEP Regional and National competitions and seminars, among others.

b) **Chief Operating Officer (COO)**. At the direction of the CEO and Board of Directors, the chief of operating officer (COO) marshals limited resources to the most productive uses with the aim of creating maximum value for the company's stakeholders, develops and cascades the organization's strategy/mission statement to the lower-ranking staff, and implements appropriate rewards/recognition and coaching/corrective practices to align personnel with company goals and drives performance measures for the operation (including a consideration of efficiency versus effectiveness), often in the form of dashboards convenient for review of high level key indicators. As a corporate officer position, the COO reports directly to the CEO.

c) **External Affairs Vice President (EAVP).** The external affairs vice president (EAVP) is the executive serving as the liaison between other academic institutions within Region XI or any part of the Philippines with Computer Engineering programs (MCM, AdDU, UIC, AMA, UM, DLSU, Mapua University, AdMU, et al) and the BS CpE program of the Holy Cross of Davao College, Inc. Additionally, the EAVP is the official executive representative for any HCDC event that is not under the Computer Engineering program (i.e., events called for by the HCDC SSG, HOR, OSA, et al). As a corporate strategy position, the EAVP reports directly to the CEO. International liaising procedures are a default hand-over to the CEO.

Section 2. *Information Department Duties.* - The Shannon clause or Article IV Section 2 Subsection B of this Act serves to provide as the basis for the creation of the Information Department which shall be known as the Shannon subcommittee. The functions of the Shannon subcommittee members are described as follows:

a) **Chief Data Officer (CDO)**. The chief data officer (CDO) is responsible for governance and utilization of information as an asset, via data processing, analysis, data mining, information trading and other means. As a corporate officer position, the CDO reports directly to the CEO.

b) **Chief Web Officer (CWO)**. The chief web officer (CWO) is the highest-ranking corporate officer (executive) in charge of ACTIVE's Web presence, including all internet and intranet sites. As a corporate officer position, the CWO reports directly to the CEO. A CWO will generally be very skilled with HTML, CSS, Javascript, PHP, ASP, SQL, et cetera.

c) **Chief Marketing Officer (CMO)**. The chief marketing officer (CMO) leads ACTIVE and HCDC BS CpE brand management, marketing communications (including advertising, promotions and public relations), and Computer Engineering market growth research. As a corporate officer position, the CMO reports directly to the CEO.

Section 3. *Finance Department Duties.* - The Boolean clause or Article IV Section 2 Subsection C of this Act serves to provide as the basis for the creation of the Finance Department which shall be known as the Boolean subcommittee. The functions of the Boolean subcommittee members are described as follows:

a) **Chief Financial Officer (CFO).** The chief financial officer (CFO) has primary responsibility for managing the ACTIVE's finances, including financial planning, management of financial risks, record-keeping, and financial reporting. The CFO directly assists the chief operating officer (COO) on all strategic and tactical matters relating to budget management, cost–benefit analysis, forecasting needs, and securing of new funding. As a corporate officer position, the CFO reports directly to the CEO.

b) **Deputy Financial Controller (DFC).** The deputy financial controller (DFC) is second-in-command to the CFO. Like the CFO, the DFC is responsible for managing all finance and accounting operations, coordinating and directing the preparation of the budget and financial forecasts and report variances, and reporting and publishing timely monthly financial statements. The DFC directly reports to the CFO.

c) **Chief Audit Executive (CAE).** The primary role of the chief audit executive (CAE) is to express an opinion on the fairness of the financial statements with which he presents, in all material respects, financial position, results of operations, and its cash flows in conformity with generally accepted accounting principles. The auditor's report is the medium through which he expresses his opinion or, if circumstances require, disclaims an opinion. In either case, he states whether his audit has been made in accordance with generally accepted auditing standards. These standards require him to state whether, in his opinion, the financial statements are presented in conformity with generally accepted accounting principles and to identify those circumstances in which such principles have not been consistently observed in the preparation of the financial statements of the current period in relation to those of the preceding period. The CAE reports directly to the Chairman and/or Co-Chairman.

Section 4. *Logistics Department Duties.* - The Dijkstra clause or Article IV Section 2 Subsection D of this Act serves to provide as the basis for the creation of the Logistics Department which shall be known as the Dijkstra subcommittee. The functions of the Dijkstra subcommittee members are described as follows:

a) **Chief Procurement Officer (CPO).** The chief procurement officer (CPO) is in charge of managing the purchase of supplies, equipment, and materials. It is the CPO's responsibility to source goods and services and to negotiate prices and contracts. As a corporate officer position, the CPO reports directly to the CEO.

b) **Caloric Sustenance Provision Officers (CSPOs) I & II.** The CSP Officers I & II are responsible for the equitable distribution of caloric sustenance (food and drinks) during organizational assemblies and executive meetings. The CSP Officers report directly to the CPO.

c) **Equipment, Materials, and Facilities Officers (EMFOs) I & II.** The EMF Officers I & II are responsible for the ready availability of rooms and functions halls, needed electronic facilities and equipment and other materials (pen, paper, VGA cord, HDMI cord, et al) needed during organizational assemblies and executive meetings. The EMF Officers report directly to the CLO.

ARTICLE VII

IDENTIFICATION OF THE TORVALDS COMMITTEE MEMBERS

Section 1. The main basis for the identification of the Torvalds Committee Members or the Officials of the Committee for Special Purposes is the specific skillset of the individuals as deemed, of high average, if not, but preferably, exceptional, by the von Neumann Committee.

Section 2. The positions available in the Torvalds Committee need not be filled but when they are, the specific person identified to be expert in a specific craft or endeavor will serve as the main student consultant of the BS Computer Engineering department when it comes to matters related to the specific craft or endeavor.

Section 3. Only in an emergency case shall any member of the von Neumann Committee appoint a person without the approval of all the committee members. The emergency case shall constitute only the following: the absence of the appointed person in a specific event or circumstance and the need for such a person of similar caliber in skillset in such event or circumstance.

ARTICLE VIII

SPECIAL POWERS OF THE VON NEUMMAN COMMITTEE OFFICIALS

ARTICLE IX

HOLLERITH CONVENTION, KARNAUGH MEETINGS, & VON NEUMMAN ASSEMBLY

Section 1. *Hollerith Convention.* – The alliance shall meet at least once in a semester for a Hollerith Convention, the official gathering of all enrolled HCDC BS Computer Engineering students for the semester.

Section 2. *Karnaugh Meetings.* – Special engagements among the enrolled BS Computer Engineering students with the von Neumann Officials called Karnaugh Meetings may be called upon request by the von Neumann Committee. Rendezvous with alumni shall also be called similarly.

Section 3. *von Neumann Assembly.* – The von Neumann Committee shall meet regularly every second Tuesday of the month, 4:00 – 5:00 pm at the area beside the office of the BS CpE Program Chairperson or at such time and place as assigned by the von Neumann Committee or called upon by the BS Computer Engineering Chairperson and/or ACTIVE Chairman (Organizational Moderator).

Section 4. The majority of the officers of the association shall constitute a quorum to start a meeting. A plurality of the votes shall be binding.

ARTICLE X

CHECKING OF ATTENDANCE

Section 1. The manner of checking of attendance in Hollerith Conventions and Karnaugh Meetings shall be via manual input of the updated student Facebook name, mobile number, and ID number by the student. Printed sheets with the exhaustive list of the enrolled students per year level are to be filled up.

ARTICLE XI

PENALTIES AND SANCTION

Section 1. *von Neumann Officials.*

a) Three (3) successive absences during von Neumann Assemblies, Karnaugh Meetings, and Hollerith Conventions shall be ground for impeachment.
b) Attendance in all assemblies, meetings, and conventions shall be posted for public information.
c) A von Neumann official shall be excused from his absence only if an excuse letter is presented prior to the meeting called.
d) Three (3) records of tardiness shall be made equivalent to one (1) absence from the schedule assembly, meeting, or convention.
e) A von Neumann official shall be marked late if he arrives after fifteen (15) minutes after the scheduled time of commencement of the activity and/or the rendezvous.

Section 2. *Members (All enrolled Bachelor of Science in Computer Engineering students)*

a) No one shall be excused from the 3:30 – 5:00 PM TTH activity period when Karnaugh Meetings are called since such is part and parcel of the school's policies on students' involvement.

b) Considered excused are only those students with scheduled classes during the said activity period and those with medical certificates duly signed by the OSA Director or his representative, if ill.

Section 3. *Sanctions.* Sanctions imposed with regards to officials'/members' tardiness and/or absences in activities, conventions, meetings, and assemblies will be determined by the von Neumann Committee and duly approved by the Berners-Lee Committee (Board of Directors), particularly by the ACTIVE Chairman (Organizational Moderator) and/or the ACTIVE Co-Chairman (HCDC BS CpE Program Chairperson).

ARTICLE XII

AMENDMENTS

This Act may be amended or repealed by two-thirds (2/3) of the votes of the bona fide Bachelor of Science in Computer Engineering students anytime as it is deemed necessary.

ARTICLE XIII

DISBURSEMENTS AND ACQUISITION OF FUNDS

Section 1. Every ACTIVE member, with the approval of the ACTIVE Chairman and/or ACTIVE Co-Chairman, may solicit, receive, and accept donations, gifts, and others, in the name of the organization.

Section 2. All funds of ACTIVE shall be administered solely for its protection and advancement and these shall be deposited to the organization's account.

Section 3. Funds can be withdrawn only upon the approval of the moderator and when duly signed by the CEO and the CFO of the organization.

Section 4. An amount of one hundred pesos (PhP 100.00) shall be collected from its members every semester as membership fee.

ARTICLE XIV

REPORTS OF THE DEPARTMENT

All activities of the Alliance shall be reported to the Office of Student Affairs of the Holy Cross of Davao College, Inc.

ARTICLE XV

FINAL PROVISIONS

Section 1. *Separability Clause.* – If for any reason any section or provision of this Act, or any portion thereof, or the application of such section, provision or portion thereof to any person, group or circumstance is

declared invalid or unconstitutional, the remainder of this Act shall not be affected by such declaration and shall remain in force and effect.

Section 2. *Repealing Clause.* – The July 17, 2018 HCDC BS CpE Constitution and By-Laws, as amended, is hereby repealed and all other laws, administrative orders, rules and regulations, or parts thereof inconsistent with the provisions of this Cons-By, are hereby repealed or modified accordingly.

Section 3. *Effectivity.* – This Act shall take effect immediately upon its approval by the voting body (members) of the organization of ACTIVE, the BS Computer Engineering Program Chairperson, and the BS CpE Official Co-Curricular Organization Moderator. Its legal recognition, however, is contingent on the approval of the HCDC House of Representatives, the HCDC Commission on Election, and the Office of Student Affairs.

ALLIANCE OF COMPUTATIONAL TECHNOLOGY INNOVATORS
AND VALIDATION EXPERTS (ACTIVE)
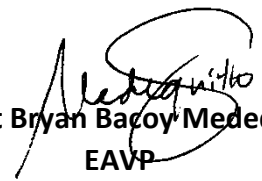
Von Neumann Committee
A.Y. 2022 – 2023

Turing Subcommittee
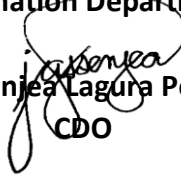**(Executive Department)**

Kims Cyra Rayel M. Moring
CEO

Mark Aljon Lagura Perez
COO

Khient Bryan Bacoy Medequillo
EAVP

Shannon Subcommittee
(Information Department)

Jassenjea Lagura Perez
CDO

Jester Jeam Gallendo Era
CWO

Jommella Alfanta Rallos
CMO

Boolean Subcommittee
(Finance Department)

Cyreal James Mapili Cameros
CFO

Kenneth John Gonzaga
DFC

Elaine Angelia Magdugo
CAE

Dijkstra Subcommittee
(Logistics Department)

Thesso Bem Silvano Cinco
CPO

Jufford Austin Beato Enriquez
CSP Officer

Cyle Loraña Halasan
EMF Officer