



# ASPER

For what we aspire

## Constitution of Asper

### Article 1: About society

**1.01.1. The title of the society shall be (ASPER).**

**1.01.2. The tagline shall be (FOR WHAT WE ASPIRE).**

**1.01.3. The logo of the society shall be the identity of the society with its name.**

**1.02. This society shall be the succession of Neo-Phytes (Neo-Fi) from where it actually originated and idealized from.**

### Article 2: Mission and Philosophy

**2.01. The mission of the society shall be (**

-To harness the potential in the fields of designing and development, by fabricating an ambience where creativity flourishes and new ideas emerge.

-To provide the students with the platform that enforces their experiences and broadens their knowledge about campus placements the scope of design and development by providing them with opportunities, resources and internships as possible.

-To infuse the core values of integrity, discipline, dedication and determination through rigorous training in the above stated fields thus spurring the overall holistic development of the student, while parallelly abiding by the guidelines of the institute.

-To become a sought-after pillar for students that pushes them to explore, evolve, and identify self-worth & potent.





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**2.02. The mission of the society shall be consistent and coherently mapped with the mission of our college i.e. University Institute of Technology, Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal, [M.P.].**

**2.03 This society shall abide by all applicable rules and regulations of the institute and under the privileges as granted by the head of the institute.**

**2.04 This society shall also abide by the rules and regulations of the institute.**

**2.05. Hazing and harassment practices by the society shall be prohibited.**

## **Article 3: Membership**

**3.01. Membership shall be open to all RGPV students and must comply with the Constitution of India prohibiting discrimination on the basis of race, sex, handicap, age, sexual orientation, or political or religious affiliation. Compliance with these laws means that membership, benefits, and the election of officers will not be made on the basis of these factors.**

**3.02. Other members of the institute community (defined as current faculty, staff, administrators and alumni) may attend the meetings and activities of the society but may not conduct business on behalf of the society, hold positions of responsibility including but not limited to elected, appointed, or volunteer positions or be involved in the finances of the society.**

**3.03.1. Membership of the society shall be awarded by a thorough recruitment procedure of which a separate rule book shall be published by the society before holding any recruitment.**





3.03.2. The recruitment procedure is the sole authority and responsibility of the society and its executive committee members and they reserve the right to choose any recruitment procedure which shall comply with the constitution and the code of conduct.

3.03.3. Membership in the society shall be for the lifetime until called off by the member itself or if expelled by the executive committee.

3.03.4. Membership of any member can be upheld by the executive committee for breaking the code of conduct of the society.

3.03.5. Upon the successful selection in the recruitment, every member will be kept on a probation period of 2 months in which he/she will be judged on various factors and only after that he/she will be granted the permanent membership of the society.

3.03.6. After completing the probation period, newly recruited members shall receive the membership letter, signed by the executive board of the society which shall serve as the proof of being a member of Asper.

**3.04. All members shall have equal rights and privileges with respect to the membership and shall be treated equally.**

## **Article 4: Officers and Duties**

**4.01.1. The office bearer of the society shall consist of a President, a Vice President, a Treasurer and the founder of the society who shall constitute the Executive Board of the society.**

**4.01.2. Apart from the executive board, committee chairs will also be appointed by the members of the executive committee in the Annual General Meeting of the society in presence of all the society members to hold the positions prescribed in Article 4.01.3**

**4.01.3. Following shall be the positions of the committee chairs:**





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**1. Media and Content Director**

**2. Design Director**

**3. Web Director**

**4. App Director**

**5. Marketing Director**

**4.01.4. The positions of the executive board can only be held by the students in their Sixth Semester or above and the committee chair positions will be held by the students in their Fourth Semester or above.**

4.02. Additional bearer positions may be created and officers shall be appointed by the executive board. The executive board may include these appointed officers as part of the society's governing body if a description of their responsibilities and authority can be justified according to the code of conduct of the society.

**4.03.1. The society is required to have a full-time faculty or staff member as their advisor. The advisor shall serve as an ex-officio member of the society.**

**4.03.2. The faculty advisor preferably should be from the Department of Information Technology and in the guidance of the head of the institution.**

**4.04. All club officers shall be fully matriculated University Institute of Technology, RGPV Bhopal students in good standing with the institute.**

**4.05. Any student of the institute eligible to be an Officer of the society shall not be permitted to hold more than one office in that society at any one time.**

**4.06. The President of the society may only hold a similar position in another society registered within the institute.**





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**4.07. In the month of February of each academic year, the Executive Board of the society shall conduct the Annual General Meeting of the society for the purpose of passing on the office to the newly appointed Executive Board.**

**4.08. The President, Vice President, and Treasurer of the society shall be appointed by the outgoing Executive Board along with the founding board.**

**4.09. The President will provide the head of the institute and the current faculty advisor the following information for each appointed officer: name, officer position.**

#### **4.10. Responsibilities held by the members of the Executive Board**

**4.10.1. The founder** shall be responsible for ensuring that the mission and vision of the ASPER, must be fulfilled at all the times and shall also ensure that the spirit of the constitution must be profusely followed on. In addition, the founder shall also be the integral part of the executive board forever and any other founding member shall be made available, if required. The founder must go through the Executive Board every year and reserves a veto right in the executive board. Along with the responsibilities, the founder must also support the society in every possible manner to ensure the goodwill of the society.

**4.10.2. The President** shall call all meetings of the Membership, regular or otherwise, and shall serve as the chairperson of such meetings. In addition, the President shall, with the advice of the Executive Board, plan and coordinate the events to be sponsored by the society in forthcoming terms; with the Treasurer, if applicable prepare and present an annual budget request to the appropriate funding source, and shall serve as a liaison with the head of the institute.

**4.10.3. The Vice President**, in the absence of the President, or should the President prove unable or unwilling to perform the duties described above, shall assume the responsibilities of the President. In addition, the Vice President shall preside over all meetings of the Executive Committee called pursuant to Section 5.06 below and shall also perform other duties as the President may assign as needed.





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**4.10.4. The Treasurer** shall be responsible for maintaining accurate financial records of the society and shall be allowed to request payment on behalf of the society. The Treasurer, with the President, shall prepare and present any budget requests to the

appropriate funding source. The officers shall ensure that all funds are properly kept within the University accounting system. Outside bank accounts are not permitted.

**4.10.5. The committee chairs** shall be made responsible to their respective departments by the executive board and they shall also be responsible for the look after of the part of the property (like website, app, posters) of the society which falls under their department. They shall also look after the current work being carried out in their respective departments and shall report to the Executive board when asked for.

**4.11. The advisor to the society must be a full-time staff member of the Institute. The society advisor shall serve as a non-voting member of the Executive board and shall provide guidance and administrative assistance in the preparation of the program of events to be pursued by the society in forthcoming academic year.**

4.12. The Executive Board shall propose a program of events or publication to be sponsored by the society in forthcoming fall and spring semesters. The Executive Board shall encourage Members to recommend programs or publication to be sponsored by the society. When appropriate, the Executive Board shall appoint Members to serve as committee chairs to oversee the various tasks related to the program or publication and to solicit the involvement of other Members of the society.

4.13. Any officer of the society (except founder) may resign at any time by delivering a written notice or email of such resignation to the President, or in the case of the resignation of the President, to the Founder.

**4.14. Any committee chair of the society may be removed from such an office by a two-thirds (2/3) affirmative vote of the executive board.**





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## Article 5: Code of Conduct

5.01. The member of Asper can work in any other society or event of institute or university but his/her priority should always be Asper.

5.02. The tenure for the certificate will be treated as one full year from the date of issuance of the membership letter after which he/she may or may not want to continue in the society.

5.03. The members of the society shall maintain the secrecy of the work being done under the name of Asper and shall not misguide anyone about the society.

5.04. The recruitments must only begin with the release of the rule book and an orientation session and these two procedures must be carried out every year.

5.05. The committee chairs can be increased or decreased according to the demand of time, but any decision of either increasing or decreasing the number of committee chairs must be approved by the Executive Board along with the founding Executive Board.

5.06. The structure of the society (Executive Board and committee chairs) shall not be altered without any genuine reason which must be in vision of the founding members and the faculty advisor.

5.07. The members of the society need to maintain a bare minimum GPA of 6.0 or above failing to which he/she can be expelled from the society if advised so by the faculty advisor or if the reason for that isn't found to be genuine.

5.08. The members of the society shall not indulge in any illegal activity in the college premises, if found the member shall be expelled immediately from the society with a show cause notice.





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5.09. The members can be part of any other society, but their priority shall always be Asper, while choosing one over other.

5.10. The members are advised to show complete dedication in terms of assigned work and tasks, healthy interaction shall always be appreciated.

## Article 6: Certification

6.01. The certificate shall be awarded only after the successful completion of a complete tenure in the society according to the code of conduct.

6.02. The certificate shall be titled as the CERTIFICATE OF EXPERIENCE.

6.03. The certificate shall carry a certificate number along with the QR code for the online verification purpose.

6.04. The certificate shall carry the signatory from the Founder, President, Faculty Advisor, Head of the Institute, if required the signatories can be added or removed.

**Anadi Nema**

Founder and President - ASPER







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## DECLARATION

I hereby declare that I have read and understood all the terms in the constitution and will hereby abide by all the rules and regulation of Asper and failing to which I may be expelled from the society. With this declaration,

I hereby want to start my probation period.

Manas Mishra

Name:

Signature

