

**DEFINITIONS:** Provided per CH-01.

**OVERVIEW:** This document describes the responsibilities of the Alchemy Council and how its constituent {Officer}s are selected.

**RESPONSIBILITIES:** A position of leadership in the guild is estimated to require 2 - 4 hrs/week of volunteer service, with an approximate breakdown as follows:

- i) Server Moderation/Arbitration (1 hr/week): {Officer}s monitor the conversations in the Alchemy server and guide them in a positive direction, removing any commentary in violation of the server rules, and timing-out individuals as necessary. They also discuss “gray-area” moderation/arbitration decisions with other {Officer}s. Since the Alchemy Council enforces server rules, {Officer}s must exemplify them.
- ii) Membership Decisions (2 hr/week): {Officer}s monitor the activities of applicants and members in the server and in game, forming an opinion on their sportsmanship and character. This allows the Alchemy Council to make decisions about who is ready to advance in the Guild, and who still needs time to assimilate. {Officer}s exemplify what it means to be a member, following the charter to the letter and encouraging other members to do the same.
- iii) Programming Decisions/Goal Setting (½ hr/week): At the close of the year, the Alchemy Council researches what was achieved the previous year, and consult with members to form goals for the next year. These goals are then divided among the {Officers}, who work toward them with the help of the guild. Goals can include server size, number of guild members, impact of the guild (in terms of total average viewers of Alchemy streamers), etc. Among all of an {Officer}'s responsibilities, this field is the most subjective, because it depends on the goals that are set. Ultimately, this is a volunteer position, and therefore the only true requirement is that the {Officer} be supportive and transparent with the goal setting process – the actual goals themselves are less important. Based on the goals that are set, short-term objectives and programming decisions are then made by {Officer}s to achieve them. For example, an {Officer} may organize a tournament using the server in order to help it grow. As another example, an {Officer} may organize a showmatch to be cast by an Alchemy streamer, in order to help them meet a viewership goal.
- iv) Document Review (½ hr/week): {Officer}s are agents of change for the Alchemy charter, and most often review and approve the changes.

Server Moderation, Programming Decisions/Goal Setting, and Document Review will not occur most weeks, leaving an approximate two hours per week to play with and get to know the community, but these time commitments are only an estimate –not a requirement. It is likely that to meet the other “Influence” requirements, a Member will already spend 2 hrs per week with the Guild.

**CONFLICT-OF-INTEREST:** Alchemy {Officer}s must recuse themselves from any Guild decisions involving a source of income. Some examples of this could be:

- Membership decisions about a subscriber to an {Officer}'s twitch streamer
- Arbitrating a dispute between a tournament sponsor and another server user

Failure to disclose a source of income and recuse oneself from a decision involving a conflict-of-interest is grounds for disciplinary action.

**APPLICATION PROCESS:** Alchemy is a group of creators who work together to promote our values within the greater Age of Empires II Community. Therefore, to become a guild leader, one must be among the most influential voices promoting Alchemy's message. To qualify:

- i) Officer Applicants must have been a full member of Alchemy (not just a provisional member) for at least 3 months.
- ii) Officer Applicants must be interested in the role, willing to take on the responsibilities and estimated time commitment outlined in the previous section.
- iii) Officer Applicants must allow the public tracking of their "Influence".
- iv) On the 31<sup>st</sup> of March, June, September, and December, the top five most "Influential" Officer Applicants above 5 "Influence" are given the appropriate role/permissions in the Alchemy server and made Officers for three months.

**INFLUENCE FORMULA:** Influence shall be calculated according to the following weighted logarithmic formula:

$$I = W_B * \log_{10}(B) + W_C * \log_{10}(C) + W_M * \log_{10}(M) + W_S * \log_{10}(S) + W_A * \log_{10}(A)$$

Table 1 provides a breakdown of activities, and their value to the "Influence" calculation.

Contribution Type	Description (must be relevant to AOE2)	Weight Variable	Weight Value	Logarithm Variable	Logarithm Value
Broadcast	Create at least 16 hrs/month of content on a platform such as Twitch or Youtube	$W_B$	2	$B$	$\text{Maximum Follower Count All Platforms}$
Competition	Host Competition (To "host" a competition means to decide the brackets based on MMR/elo – not simply helping enter data in spreadsheets)	$W_C$	3.4	$C$	$\frac{\sum \text{Participants Across All Competitions}}{\text{Months of Full Membership}}$
Modding	Publish an AOE2 Mod	$W_M$	1.3	$M$	$\sum \text{Subscribers Across All Mods}$
Map Scripting	Develop a Map Script for a Competition	$W_S$	1.6	$S$	$\frac{\sum \text{Participants Across All Competitions}}{\text{Months of Full Membership}}$
Bot/ Application	Develop a Useful Online Bot/Application	$W_A$	1.0	$A$	$\sum \text{Users Across All Servers}$

*Table 1: Breakdown of "Influential" Activities*

The influence formula is constructed from a sum of logarithmic terms to reward and therefore encourage variety in the ways that leaders contribute to the clan. These activities are mathematically weighted according to the clan's needs.



Logarithm Review:

Logarithms may be intimidating, but they are important and appropriately used here because of their “diminishing returns” effect. Scientific calculators and computer programs (such as Microsoft Excel) have the ability to ingest  $\log_{10}$ (“some number”) and return a value. All that they are doing is finding the exponent to raise 10 to, in order to create that number. Table 2 below shows some common base 10 logarithms:

X	Log10(X)	Equation
1	0	$10^0 = 1$
10	1	$10^1 = 10$
100	2	$10^2 = 100$
1,000	3	$10^3 = 1,000$
10,000	4	$10^4 = 10,000$

Table 2: Sample Logarithms

Thus, when calculating the “Influence” of an Officer Applicant, the *order of magnitude* of their contributions is most important.

Example 1 – How many followers on Twitch (no other activities) are required to be eligible to become an Officer?

With no contribution besides streaming, the formula is simply (*B is the number of followers*):

$$I = W_B * \log_{10}(B) \rightarrow \log_{10}(B) = \frac{I}{W_B} \rightarrow B = 10^{\frac{I}{W_B}}$$

The required minimum “Influence” is 5, and the Weight Value is 2, therefore:

$$B = 10^{\frac{I}{W_B}} = 10^{\frac{5}{2}} = 317$$

A minimum of 317 followers would be required.

Example 2 – I only host competitions. How many participants would I need per month (on average) to become eligible for Officer position?

With no contribution besides hosting competitions, the formula is simply (*C is the participation rate*):

$$I = W_C * \log_{10}(C) \rightarrow \log_{10}(C) = \frac{I}{W_C} \rightarrow C = 10^{\frac{I}{W_C}}$$

The required minimum “Influence” is 5, and the weight value is 3.4 therefore:

$$C = 10^{\frac{I}{W_C}} = 10^{\frac{5}{3.4}} = 30$$

A minimum of 30 participants per month would be required, on average.

Example 3 – Consider the following situation for an Officer Applicant:

- Full member for 12 months
- Streams on Twitch an average of 20.6 hrs per month, 58 followers
- Hosted a tournament, which 64 people participated in
- Created 3 maps for another tournament having 107 players, and uploaded their containing mod, to which 1000 people eventually subscribed
- Made a bot for the server's 300 users, that can search the internet and return the requested AOE2 build order

In such a case, the “Influence” of the Officer Applicant would be calculated from a simple sum as follows:

$$I = 58 + \frac{6 \cdot 64}{12} + \frac{10 + 5 \cdot \log_{10}(1000)}{12} + \frac{3 \cdot 107}{12} + \frac{300}{10 \cdot 12} = 58 + 32 + 2.1 + 26.8 + 2.5 = 121.4$$

Stream Followers      Tournament Hosted      AOE2 Mod      Maps for Tournament      Server Bot

“Influence” Notes:

## What “Influence” Depends On:

- **Number of people who notice or engage with the contributions** of an Officer Applicant (“Stream Followers”, “Tournament Participants”, etc.): This is the only fair way to measure it. The quality of someone’s work is subjective, and should therefore be judged by as many eyes as possible, and not a small handful of individuals who might be competing for leadership in the clan. Note that types of contribution which could be impersonal, or whose difficulty is hard to quantify (such as creating a mod, or a bot for the server), tend to be worth less.
- **Time Normalization:** Everything that goes into the calculation depends somehow on time, or requires a continued commitment in time. This is important, because we cannot allow a situation where someone did something big a long time ago, and is then “set” to be a leader in Alchemy forever. This document is designed so that newcomers may challenge the “old-guard” for leadership of the clan, with the community enjoying the benefits of such competition.

## What “Influence” Does NOT Depend On:

- **Money:** Note that “Influence” is not awarded on the basis of donations to Alchemy-hosted tournaments, paid subscriptions to Alchemy streamers, or “server-boosting” through Discord itself. Although money is useful and appreciated, if we allowed “Influence” to be awarded in exchange for something that costs money, we would never be able to escape the criticism that Alchemy Leadership can be “bought”. Such perception would discourage new talent from pursuing leadership with our group, which is essential to prosperity and growth of the community.
- **Personal Skill at AOE2:** There is no correlation between rank/elo and leadership capability. Although skill can be helpful to attract a following in the eSports world, it is neither a guarantee of quality content nor competent leadership.

**OFFICER DISCIPLINE:** The Alchemy Council administers discipline for the Community. However, the {Officer}s who form this council are not infallible, and a mechanism to hold them accountable is essential. Therefore, the following process is in place to ensure that {Officer}s are servant leaders in the Guild, instead of tyrants:

- i) Any Member with a grievance against an {Officer} shall reach out privately to discuss the concern and any corrective action/compromise. The affected {Officer} shall offer 15 minutes within a week of first contact, to discuss the disagreement verbally. The grievance should be about how the {Officer} failed to uphold the responsibilities outlined in this document – not a disagreement about moderation/arbitration. The {Officer} and the Member with the grievance should do their best to seek agreement privately. If a settlement cannot be reached, or the {Officer} cannot find 15 minutes within a week to discuss the grievance, then the Member may bring the dispute to step ii).
- ii) The entire Alchemy Council is convened to discuss the complaint against the {Officer}. The affected {Officer} and the member bringing the grievance shall be present. This private verbal conversation should take at least 30 minutes, to hear out both sides and make a determination, but it may take up to three weeks to schedule. The debate about correct and proper behavior of the {Officer} should be centered on interpretation of the charter, and not a personal feeling of “right” vs “wrong”, since the charter is a reflection of the Guild’s values at large –the entity {Officer}s serve. At the end of the conversation, if a settlement cannot be reached, the Council votes on whether or not corrective action is required of the {Officer}. The {Officer} in question cannot vote. An 80% minimum margin is required, and if met the rest of the council will assign corrective action to the affected {Officer}. Notes of the conversation are taken with the arguments for and against the grievance. If the Council only has one {Officer}, and it’s the person against whom the complaint is filed, then this step is skipped. Otherwise, proceeding to step iii) can only occur if the 80% threshold is not reached and the Member bringing the concern still unsatisfied.
- iii) The Member may post in the #courthouse channel with a detailed summary of the notes from ii) (or i) if ii) did not happen). These notes shall:
  - Be a full account of the conversation, discussing the reasons for and against the grievance and proposed corrective action.
  - Redact in all forms the identity of the {Officer} in question.

Any member may contribute to the discussion, adding additional points or ideas as they see fit, as long as they do not reveal the identity of the {Officer} against whom the grievance is lodged. This includes all {Officer}s. Discussion period, with disabled reactions, shall last no longer than 2 weeks, after which the channel is closed to additional posts and reaction voting is enabled. A minimum of 80% total Member approval is required within 2 weeks. Members who do not vote are assumed to vote against the motion in favor of the {Officer}. If this threshold is reached, then a change to the charter is initiated to clarify the values of the Guild and the {Officer} is issued corrective action. Failure to meet 80% may still result in a change to the charter for clarity (if that is the wish of the guild), but the matter is otherwise closed, and the Member who brought the complaint is expected to abide by the result.

The nature of corrective action is a part of the settlement process. It is more likely that consensus will be achieved if the requested discipline of the Officer is milder.

**SERVER OWNERSHIP:** Every Discord server must have an owner, and for Alchemy, this person is set apart from the {Officer}s by a differently colored name in the graphic user interface. The role allowing this distinction possesses no special permissions or visibility beyond what is available to the other {Officer}s, and exists only to help identify the server owner to the general public. An appointed position, the owner of the server holds the {Officer} role indefinitely, regardless of achievement, influence, or activity, until appointing a replacement at his/her sole discretion. Typically, the server owner is someone who has served the guild for a long time, is highly experienced, and has great love and appreciation for Alchemy's membership and charter. Although the server owner is guaranteed to have the permissions of {Officer}s (by having the role), they may not exercise such authority unless one of three possible conditions are met:

- There are no other {Officer}s, because none of the Members are eligible or interested in the role.
- The other {Officer}s are exactly divided on a topic, and the server owner would provide a tie-breaking vote.
- The server owner qualifies for the {Officer} role by his/her own merit.

The only exception is that the server owner may unconditionally moderate the Discord server, since this is regarded as a simple, uncontroversial service with consequences for public image if not performed in a timely fashion. The responsibilities of the server owner are to:

- Perform {Officer} duties if required per the set bullet points above.
- Maintain a public monitor for the "Influence" of Officer Applicants and award the {Officer} role according to the "Application Process".
- Maintain a public Github repository hosting the Alchemy AOE Charter and all documented changes.
- Maintain the unique permission (per Discord's hard-coded structure) to appoint a replacement in the event of being unwilling or unable to fulfill meet the above duties.
- Delete the Alchemy AOE Discord server and dissolve the clan if the bullet above cannot be satisfied.

## Authentication:

TechChariot#4776

XX/XX/XX

Prepared

Date

XX/XX/XX

Approved

Date

XX/XX/XX

Approved

Date

Revision	Description	Change Document	Date
Original Issue	-----	-----	XX/XX/XX

