

# **Constitution of the University of Guyana Cybersecurity Club**

## **Article 1 - Name of Club**

1.1. **Name of club:** The club's official name will be the "UNIVERSITY OF GUYANA CYBERSECURITY CLUB", and may be referred to as "UG - Cyber Security Club". No other names will be used to advertise or represent the club.

## **Article 2 - Club Mandate**

2.1 **Vision:** To be a highly respected and principled team of skilled Cyber-security practitioners.

2.2 **Mission:** Our purpose is to provide members with knowledge and experience of Cyber Security principles and tools to improve their academic and professional careers.

2.3. **Strategy:** The UG Cybersecurity Club will emphasize self-learning and will focus on the use of freely available literature and exercises to train and educate its membership. The Cybersecurity Club will utilise FOSS (Free and Open Source Software) in the performance of its mandate.

2.4. **Objectives:** The objectives are:

- 2.4.1. To educate the members with the relevant cyber security skills
- 2.4.2. To discuss issues related to Cyber Security
- 2.4.3. To share with its members information relevant to securing information
- 2.4.4. To prepare for and participate in local, regional and international Capture The Flag competitions
- 2.4.5. To establish linkages with relevant organizations involved in securing information.

## **Article 3 - Membership**

3.1. The UG Cybersecurity Club's membership is open to all undergraduate students and faculty members in the Computer Science Department at the University of Guyana.

## **Article 4 - Duties of Members**

4.1 The UG Cybersecurity Club will have an Executive Committee consisting of a President, Vice President, Secretary, Treasurer, Events Coordinator and Club Advisor.

4.1.1. The President will:

- Chair all meetings
- Represent the club when necessary
- Perform club administration functions
- Plan strategies and set goals

4.1.2. The Vice President will:

- Assist the President in his/her duties.
- Assume the responsibilities of the President in the absence of the President, or should the President prove unable or unwilling to perform his/her duties;

4.1.3. The Secretary will:

- Distribute newsletters or other notices to members informing them of any meeting or club gathering
- Record minutes of all meetings
- Represent the club on social media
- Maintain a complete and accurate list of all club members;

4.1.4. The Treasurer will:

- Maintain accurate financial records of the Club
- Work along with the President and Vice president, in preparing and presenting any budget requests to the appropriate funding source.

4.1.5. The Events Coordinator will:

- Organize club programs, activities and events in accordance with the Club's mandate

4.1.6. The Club Advisor will:

- Be a staff member of the Department of Computer Science at the University of Guyana;
- Serve as a non-voting member of the Executive Committee;
- Provide guidance and administrative assistance in preparation of the programme of events;

## **Article 5 – Meetings**

- 5.1. General Meetings of the Club shall be held at least three times per semester at such time and place to be determined by the Executive Committee.
- 5.2. A General Meeting will have said to be quorate if at least one third (1/3) of the membership is present, which should include the President or Vice-President and Secretary, in order to conduct official business for the meeting.
- 5.3. Of the three meetings, at least one (1) will be conducted to review the Club's Constitution and discuss long terms goals and objectives of the Club.
- 5.4. All members of Executive Committee shall be notified of any meeting and the nature of business to be conducted at least three days before such meeting.

## **Article 6 - Elections/Voting**

- 6.1 Elections will be held annually by September 30<sup>th</sup>.
- 6.2 Each club member shall have one (1) vote.
- 6.3 A successful candidate in any Club election-related activity will be declared by a simple majority.

## **Article 7 – Amendments**

- 7.1. Any proposed amendments to the club's constitution will be made known to club members (can be via e-mail or in person) at least one week before they are discussed at a general meeting.
- 7.2 At least 2/3 of the members must approve of any proposed changes.

*(27<sup>th</sup> November, 2017)*