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Article 1 – Name and Founders

- **Section 1:** This organization is named "Tech and Engineering Society" or "TechES" for short.
- **Section 2:** The founders of the society are: Omar Amjad Dib and Ahmad Maher KhairALLAH.

Article 2 – Vision/Mission Statement

- **Section 1:** Our mission is to educate members and organize professional events, workshops, and seminars in tech areas such as computer networking, electronics, programming, ethical hacking, system engineering, cybersecurity, and blockchain.
- **Section 2:** Our vision is to foster an enriching environment dedicated to technological exploration and collaborative learning, with the aim of nurturing a well-informed and innovative society.

Article 3 – Objectives and Activities

- **Section 1:** To fulfill our mission, we will:
 - A. Host educational workshops, training courses, techtalk sessions and seminars in our focus areas each Monday during university's break.
 - B. Organize large-scale tech events and competitions to highlight skills and innovations.
 - C. Facilitate hands-on and research projects in key tech domains, encouraging practical learning.
 - D. Engage members in community outreach and tech literacy programs.

Article 4 – Membership

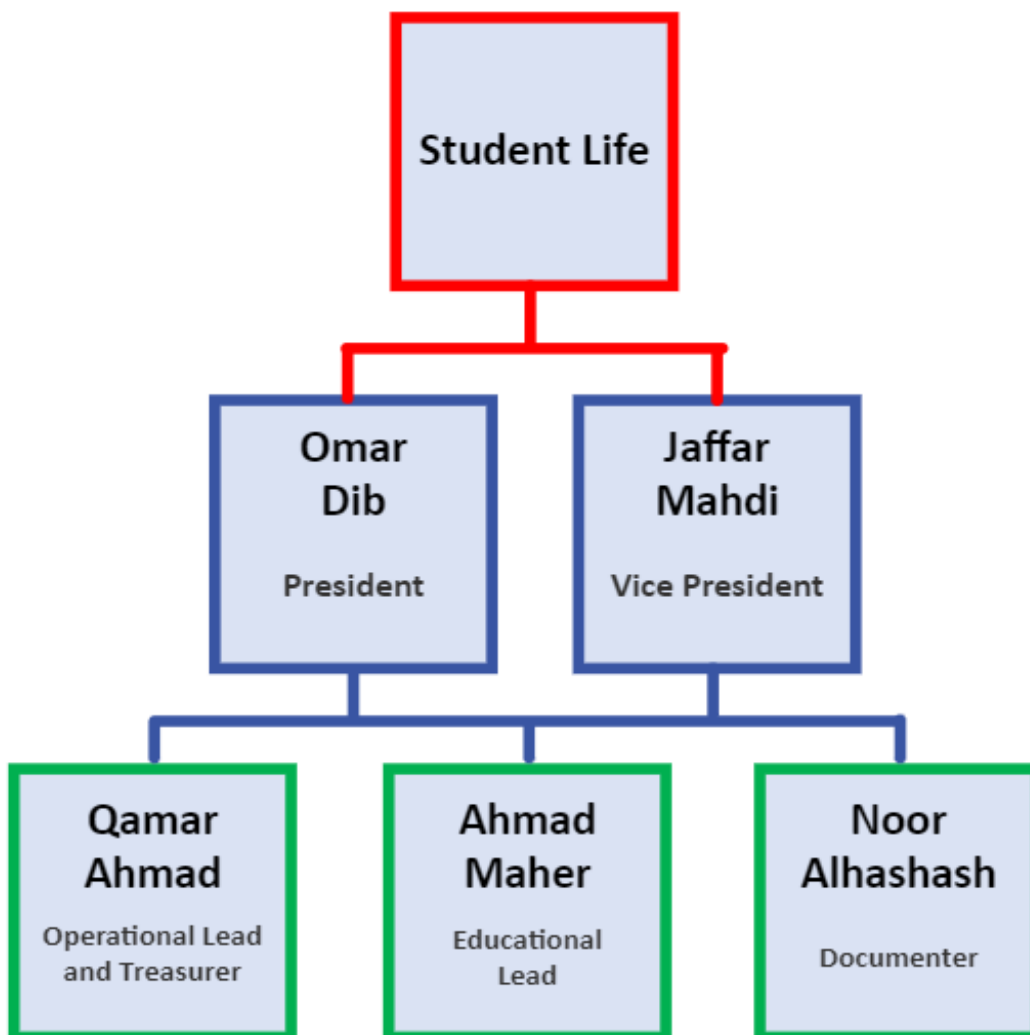
- **Section 1:** Criteria for membership include:
 - A. Successful completion of a recruitment interview.
 - B. Demonstrable good conduct.
 - C. A clean academic record.
- **Section 2:** Membership is inclusive and diverse, welcoming individuals from all backgrounds, regardless of their college affiliation. We are committed to creating a supportive and engaging environment where every member feels valued and empowered to contribute. Our initiatives include workshops designed to build a diverse tech community.
- **Section 3:** Membership Benefits and Responsibilities:
 - A. Access to exclusive resources, mentorship programs, and certification opportunities.
 - B. Expected to actively participate in events and contribute to projects.

Article 5 – Types of Membership

- **Section 1:** There will be 3 types of membership “Trainer”, “Supporter” and “Learner or Trainee”.
- **Section 3:** The duration of all memberships is 1 Academic year.
- **Section 4:** The Supporter/Trainer must be qualified to train/support the Learners.
- **Section 5:** The roles of each type of membership will be as follows:
 - A. Supporters: will act as supervisors and project lead for the project they choose. As project leads, they will lead the learners during all the project's duration and ensure that they will achieve all the project's objectives.
 - B. Trainers: will lead/instruct workshops or courses under the supervision of the president and educational lead of TechES. They must set clear objectives for their workshop/course. The material they use must be approved by TechES management.
 - C. Learners/trainees: This role is completely voluntary. Expected to actively participate in events and contribute to projects.

Article 6 – Management/Officers Board

- **Section 1:** Leadership roles and responsibilities:
 - A. **President:** Coordinates and leads, ensuring adherence to college standards.
 - B. **Vice-President:** Assists the President and oversees club events.
 - C. **Educational Lead:** Manages educational content and collaboration with faculty.
 - D. **Treasurer and Operational Lead:** Responsible for financial and events management.
 - E. **Documenter:** Maintains records and the club's presence.



Article 7 – Academic Counselling Board

- **Section 1:** TechES will have this counselling board to help the management board set clear objectives and contents of the training's tracks/Projects.
- **Section 2:** The Academic Counselling Board must have at least 3 counsellors at the same time and at most 5.
- **Section 3:** The Academic Counsellor must be a KCST faculty member.
- **Section 4:** The duration of each board will be 1 Academic year (Starting from Fall 2024-2025).
- **Section 5:** There will be at least 3 counselling sessions every semester and at most 7 depends on the events going on during the semester.
- **Section 6:** The chosen Academic Counselling Board for the coming academic year will be as follows:
 - A. Dr. Omer Adam from the CSE department.
 - B. Dr. Murad Khan from the CSE department.
 - C. Prof. Haidar Ramadhan from the CSE department.
 - D. Dr. Abdullatif BABA from the CSE department.
 - E. Eng. Maha Alsayed from the CSE department.

Article 8 – Industry Counselling Board

- **Section 1:** TES will have this counselling board to help the management board set clear objectives and contents of the training's tracks/Projects.
- **Section 2:** The Industry Counselling Board must have at least 1 counsellor and at most 3 counsellors at the same time.
- **Section 3:** The duration of each board will be 1 calendar year (Starting from Sep 2024).
- **Section 4:** There will be at least 3 counselling sessions every 3 months and at most 7 depends on the events going on during the semester.
- **Section 5:** The chosen Academic Counselling Board for the coming academic year will be as follows:
 - A. Dr. Belal Alsheikh Ali
 - B. Eng. Mohammed Aldoub
 - C. Dr. Reem Alshimary

Article 9 – Meetings and Communication Channels

- **Section 1:** TechES management board meetings are held every two weeks.
- **Section 2:** Major decisions of any KCST tech-related club are made in a meeting by the management board with the president of the club.
- **Section 3:** TechES main communication channels are as follows:
 - A. Discord (TechES Server) & Telegram.
 - B. In person interactions.

Article 10 – External Relations and Partnerships

- **Section 1:** The society will collaborate with the following organizations: CPES, KARS, Gulf Store, Spacelink, ACPC Club (AOU), TechTalk Club (AOU), Tech Club (Gust), and SUDOKW for resources, expertise, and event sponsorships. TechES president is already connected with these entities (will be discussed later).

Article 11 – Financial Management

- **Section 1:** TechES is committed to maintaining the highest level of transparency and accountability in its financial operations. To achieve this, we will implement a detailed financial policy that includes:
 - A. A clear process for expense approval, requiring dual signatures for expenditures above a designated threshold.
 - B. Annual audits are conducted by the student life to ensure financial integrity and to identify areas for improvement.
- **Section 2:** The Treasurer and Operational Lead are responsible for overseeing society's financial health. Their duties include:
 - A. Ensuring all financial transactions are recorded accurately in society's books.
 - B. Managing the society's budget and ensuring adequate liquidity for operational needs.
 - C. Leading the effort to secure sponsorships and partnerships to support the society's activities.

Article 12 – Conflict Resolution

- **Section 1:** Procedures for resolving internal conflicts will be established.

Article 13 – Amendments

- **Section 1:** The process for making amendments to this document will be outlined.

Article 14 – Awards and Recognitions

- **Section 1:** Pointing system for all kind of memberships will be introduced.
- **Section 2:** TechES will offer 2 kinds of certificates

A- Participation certificates: These certificates will be awarded to members upon their participation in any TechES -affiliated event, recognizing their commitment to continuous learning and professional development.

B- Complete certificates: Members who demonstrate exceptional dedication by completing an event with a 100% success rate will be honored with a Completion Certificate. This certificate serves as a testament to their perseverance, expertise, and mastery of the event's objectives.

- **Section 3:** Launch of Recognition Programs for Exceptional Contributions

TechES is committed to acknowledging and celebrating the outstanding contributions and achievements of our members. To this end, we are introducing specialized recognition programs, which include:

- A. **Event Organizers Recognition:** At the conclusion of each TechES event, the organizers will be awarded for their exemplary leadership, meticulous planning, and successful execution of the event, ensuring a meaningful and impactful experience for all participants.
- B. **Annual Contributor Awards:** During the yearly awarding ceremony hosted by the Kuwait College of Science and Technology (KCST), the top five contributors to TechES will be recognized for their significant contributions to the society. This prestigious award underscores our appreciation for their dedication, innovation, and positive impact on our community.

Through these initiatives, TechES aims to foster a culture of excellence, innovation, and collaboration among its members, furthering our mission to advance technical and educational development within our community.

Article 15 – Alumni Relations

- **Section 1:** Initiatives to engage with alumni for mentorship and support will be developed.
- **Section 2:** Initiatives to engage alumni with current students by allowing them to participate in talk sessions (like tedtalk) and seminars will be introduced.

Article 16 – Special Programs and Initiatives

- **Section 1:** Training tracks: Cybersecurity (Security+), penetration testing (Pentest+) computer networks (Network+), web development, mobile application development (Flutter), AI & ML, Arduino, and game development.
- **Section 2:** Additional programs and initiatives will be introduced as society grows.

Article 17 – KCST Tech Clubs Inclusions

- **Section 1:** Details about specific clubs like Hacking, Programming, and Robotics will be added later.
- **Section 2:** In short, the final decision regarding all important decisions of all tech-related clubs will be the responsibility of the TechES. TechES will act as a supervisor for all technological clubs in KCST to smoothen the organizing process for all kinds of events, and to allocate the budget in the best way possible.

Article 18 – Feedback and Improvement

- **Section 1:** TechES values member feedback for continuous improvement. Members can submit suggestions and concerns through designated channels.
- **Section 2:** Feedback will be regularly reviewed by the management board, with actionable insights leading to improvements.
- **Section 3:** A commitment to transparency, the society will summarize key feedback and actions taken, ensuring responsiveness to member needs.

Article 19 – Society Marketing Plan

- **Section 1:** TechES will implement a dynamic marketing strategy (with the marketing department) aimed at increasing visibility, membership engagement, and partnership opportunities. This strategy includes leveraging social media platforms, university bulletin boards, and digital newsletters to share upcoming events, achievements, and educational content.
- **Section 2:** Collaborations with tech companies and educational institutions for event sponsorships and guest lectures will be pursued to enhance the society's profile and offer members unique learning opportunities.
- **Section 3:** Special emphasis will be placed on showcasing member projects and successes through our channels, highlighting the society's role in fostering innovation and professional growth among its members.

Article 20 – Internship and Placements

- **Section 1:** TechES is committed to facilitating internship and placement opportunities for its members. Through partnerships with leading tech companies and startups, we aim to secure valuable hands-on experience that complements academic learning and supports career development.
- **Section 2:** TechES will organize career workshops and networking events, connecting members with industry professionals and alumni to explore internship and job opportunities.
- **Section 3:** Members will have access to a curated job board featuring relevant openings and will receive guidance on application processes, resume building, LinkedIn profile creating, and interview preparation.

Article 21 – Leadership Transition

- **Section 1:** Leadership transitions are crucial for maintaining society's momentum and ensuring fresh perspectives in governance. A structured transition plan will be established for all leadership roles. Whatever the role is, all roles of the society's management board must be occupied by KCST affiliated individuals (Student, Alumni, Staff).
- **Section 2:** Outgoing leaders are responsible for providing comprehensive training and documentation to their successors. This includes insights on ongoing projects, key contacts, and strategic goals.
- **Section 3:** The transition process will be overseen by the management board to ensure a seamless handover, safeguarding the society's continuity and integrity.

Article 22– Resources/Requirements for Establishment

- **Section 1:** TechES needs the following requirements to fulfill its vision and mission:
 - A. Office Room (for interviews and professional meetings)
 - B. 3 AWS Cloud VMs and K8s controller VM (specs and zones will be discussed later)
 - C. KCST Domain Email for TechES and all counsellors from the industry counselling board: {TechES@kcst.edu.kw}.
 - D. Access to block H and F Labs and the following halls: H110, H210, F110, and F210.
 - E. Canva Pro & Canva Teams annual subscription or Adobe Creative Cloud All Apps subscription.
 - F. 4 Discord Nitro annual subscription to boost the society's server (Essential for a couple of important functionalities).
 - G. Graphic Designer for (logo, mockups, social media posts, graphics templates).