IEEE LUMS STUDENTS CHAPTER

CONSTITUTION

INTRODUCTION

The Institute of Electronics and Electrical Engineers (IEEE) is the world's largest professional association for the advancement of technology. Over 125 years old, it boasts a huge collection of resources on engineering and educational services for its members. IEEE membership has been composed of scientists and engineers. The IEEE LUMS Student Chapter is one of the thousand branches of IEEE around the world and regularly arranges technology talks, workshops and student competitions and events encouraging and motivating students to innovate and stimulate their mind in order to put their ideas to working and contribute in the advancement of technology. The IEEE is dedicated to advancing technological innovation and excellence. The IEEE provides learning opportunities within the engineering sciences, research, and technology. The goal of the IEEE education programs is to ensure the growth of skill and knowledge in the electricity-related technical professions and to foster individual commitment to continuing education among IEEE members, the engineering and scientific communities, and the general public. IEEE produces over 30% of the world's literature in the electrical and electronics engineering and computer science fields, publishing well over 100 peer-reviewed journals. Here in LUMS IEEE student's chapter provides students of all over Pakistan to come together and share their technological ideas and inspire each other with their knowledge. IEEE LUMS student's chapter's most successful events are, CodinGuru, Big Data Workshop, IEEE COMSOC Summer School,3-Minute Madness (3MM), IEEE Day and IEEE Week, which are held annually.

HIERARCHICAL STRUCTURE

i-Executive Council

At the senior most level in the hierarchy is the Executive council which consists of the president, vice president, general secretary, treasurer and the coverer. President is the senior most member of IEEE LUMS student's chapter and must have either senior/junior academic standing. Followed by the president is the vice president who is assistant of the president. Next comes the general secretary who is supervisor operations taking place. The treasurer controls financial affairs of IEEE LUMS student's chapter. He is in charge of the official IEEE LUMS students chapter's account. The last post in the executive council is the convener. It is also mandatory for president and Vice President not be part of any other society within LUMS so that they can devote their energies and time to IEEE LUMS student's chapter.

ii-Directors

Directors are the in charge of the specific departments under IEEE LUMS student chapter and control directly the operations of their respective departments. All director report directly to the general secretary and also to the entire executive council. However, one particular director can have more than one

iii-Assistant Directors

Under the directors are the assistant director and they assist the director in the running of the respective department. There can be any number of assistant directors in any one particular department and director can appoint his/her assistant director with approval from the executive council. No assistant director can be a part of any other department as an assistant director.

iv-Team Members

In the lowest form of hierarchy are the team members and they are recruited every year through a thorough selection process at the start of the fall semester every year. And they perform the basic tasks in the society.

RECRUITMENT PROCESS

Every year interviews are conducted at the start of every academic year and team members are selected. The interviews are conducted by executive council, followed by a short interview by directors for appointing the new recruits into further departments.

PROMOTION PROCESS

At the end of every year, all members are promoted to the senior level depending on the vacant seat and the commitment and dedication of the candidate. At the end of the year executive council demands for the reports for all team members and the assistant director by the director of the department. Upon recommendation from the director Executive Council approves the promotion for the team members and assistant directors to the next hierarchical level. Director's performance is monitored by the executive council themselves and the executive council based on the performance of directors promotes them to the member of the executive council. While within executive council promotion to the next senior stage is determined by the patron in chief of IEEE LUMS student's chapter who is usually the member LUMS faculty.

TERMINATION FROM SOCIETY

All directors/assistant directors/team members can be terminated from the society with approval from the executive council if their performance is not satisfactory. The patron also reserves the right to terminate any one from the society including the executive council. At the same time all members of IEEE LUMS student's chapter can be demoted if their performance is not up to the standard and it too requires the approval of the executive council. To demote members of the executive council it requires the consent of all other remaining members of the executive council or the patron reserves the right to demoted/terminate anyone from the society.

Departments in IEEE LUMS Student Chapter

- <u>Marketing and Finance</u>: Managing the finances of events and in-direct contact with the treasurer and looking for potential sponsors for the events.
- <u>Human Resources and External Relations:</u> Looking into internal affairs of the student body and managing the data bases of all the members. External Relation deals with connecting IEEE LUMS Student Chapter with other IEEE student chapters in Lahore and worldwide IEEE Societies.
- <u>Promotions</u>: Putting a hard effort in promoting the events and society in the university and in the Local and international circle of IEEE Student Chapters. This department also handles the IEEE LUMS Facebook Page and Twitter Account
- <u>Logistics:</u> Managing the logistics of the events and activities of the society and keeping a record of all the Logistics. Trying their best to use the resources efficiently.
- <u>Events</u>: The largest of all the departments, contributing in all the events directly responsible for all the activities during the event. On a particular event according to the need sub divides into further departments such as Security, Registrations, Accommodation, etc. Post event activities of Events Department is to formulate a formal event report which are sent to IEEE International Magazines for publication.
- <u>Media:</u> Designing brochures, banners, posters and T-shirts.
- <u>Creativity:</u>

Affinity Groups of IEEE LUMS Student Chapter

- <u>W.I.E (Women In Engineering):</u> This is the first affinity group established under the administration of IEEE LUMS. This department will encourage female students to realize their dreams of becoming an engineer, break the stereotype. This AG aims to hold seminars, webinars and talks on the topics which directly or indirectly support this better cause.

- <u>IEEE LUMS Computer Science Society:</u> The most active Affinity group of IEEE LUMS, IEEE LUMS Computer Science Society- conducts seminars,

hands on workshops, webinars, talks and coding competitions. The vision of CS sub-society is to provide efficient and robust solutions for programmable problems.

- IEEE LUMS Power and Energy Society:
  The main vision of this Affinity group is to promote sustainable, efficient optimized and green solutions for the problems related to production and transmission of Power. PES conducts workshops and talks to promote this green mission.

President   Patron

Muhammad Usama Rizwan   Wasif Tanveer Khan