

# **CONSTITUTION OF SOCIETY FOR PROMOTION AND DEVELOPMENT OF ENGINEERING AND SCIENCES (SPADES)**

This Interim Constitution was prepared by the Constitution Committee 2013-2014 of the SPADES to serve as a model for SPADES Council Governance. This Constitution has been drafted by the then established Constitution Committee, which has worked under the close supervision of the Society President, Ahsan Abdullah Tipu, General Secretary, Raja Meer Baz, Vice President, Sanniah Jabeen and Treasurer, Fazal Attta Tung. The Constitutional Committee would in particular like to acknowledge the contribution of Dr. Zartash Afzal Uzmi, the Patron of the Society, whose efforts guided to a great degree the deliberations of this Committee. The Constitution is passed from the Current Council of SPADES based upon the recommendations of the Constitution Committee and other Council members. The Constitution will be enforced from April 22, 2014.

The Constitutional Committee 2017-18 formed by the then President, Rabail Chandio, has worked under the guidance of the Patron of SPADES, Dr. Zartash Afzal Uzmi, to bring the first amendment to this Constitution. The first Amendment brings changes to the structure of the Society and therefore amends Article 4 and Article 5. This Amendment will be enforced from August 1, 2017.

The Constitutional Committee 2019-20 formed by the current President, Hamza Ather, has worked under the guidance of the Patron of SPADES, Dr. Zartash Afzal Uzmi, to bring the second amendment to this Constitution. The second Amendment brings changes to the structure of the Society and therefore amends Article 4 and Article 5. This Amendment will be enforced from April 1, 2020 onwards.

## **Preamble**

*LUMS Society for Promotion and Development of Engineering and Sciences (SPADES), foundations of which were laid six years ago as a society to promote engineering and sciences across the nation, hereby endeavours to formulate the following mechanisms and pursue the following goals,*

*SPADES shall exist to promote science and engineering and shall uphold the basic tenets upon which the society was founded,*

*That we, the students of LUMS, understands the significance of Science & Engineering and intend to provide the student body of LUMS and other students across the world an avenue to express their skills and talents in any field of science,*

*That SPADES shall provide a viable atmosphere for interaction amongst students, especially outside the academic sphere,*

*That the Society shall organize events related to different fields of science, robotics, engineering, electronics, physics, biology, computer science, chemistry and technology based entrepreneurship events, and activities of an interactive nature, that stress educational, professional and honourable opportunities outside the classroom,*

*That the Society shall increase and augment the quality of undergraduate life at LUMS,*

*That the Society shall foster a sense of community amongst its members, on University premises as well as outside the campus,*

*That the society will advance the academic, extracurricular, philanthropic, national, developmental and social goals of the entire Society membership constituency,*

*That it will be a source of support, information, and advice for its members, enacting the role of a catalyst in the collaboration and exchange of ideas,*

*That in pursuance of this advancement our society has decided to be guided, aided and bound by the concepts and precepts contained in this Constitution,*

*That this Society Constitution shall bind all its members to the observance of honour and dignity, to the upholding of discipline and harmony, to the conduct of brotherhood and amity, and to the principles and functions of all its organs, all its mechanisms, and all its procedural endeavors,*

*We, the members of this society, hereby agree that our conduct vis-à-vis each other shall be governed by the principles of goodness and fairness, of equity and brotherhood, of respect and amity; principles which are found intrinsically in the goodness of humankind, and which, if belabored, lose all meaning and spirit,*

*That we, the members of this society, agree to be governed by the letter and spirit of this social contract, the provisions of which are as follows:*

## **Article 1. Name and Title**

### **Section 1. Name and Title**

The Society shall temporarily be known as the “Society for Promotion and Development of Science and Engineering” (hereinafter referred to as “SPADES” for the purposes of this document).

### **Section 2. The Process for Changing the Name**

- 1) Pursuant to further proceedings of the Society’s Executive Council (hereinafter referred to as “EC”) and under the guidelines set by the Lahore University of Management Sciences and the Patron, the name of SPADES shall be changed. The manner and method of this transformation will be made public.
- 2) The name shall be changed at the earliest possible date, and will be deemed to be lawful and appropriate if done through the consent of the:
  - The Patron and;
  - The Executive Council
- 3) Pursuant to the completion of Section 2 (1), this Article shall stand amended to incorporate the latest details and particulars of the permanent name.
- 4) Any notification pursuant to this Section must be made to the Vice Chancellor and the LUMS Faculty, CCA Office, Staff and Students by the Society Patron, as and when deemed appropriate by the Patron.

## **Article 2. SPADES Constitution**

### **Section 1. The Right to Equality**

- 1) The Society Constitution shall serve as a guiding light for the common beliefs, goals and aspirations of all members of the Society, without any discrimination, favour or ill-will.

### **Section 2. Constitutional Amendments, and the Operation of this Interim Constitution**

- 1) An amendment to the Constitution may lie if 2/3rds of the EC votes in favour of it.

## **Article 3. Structure and Scope of SPADES**

### **Section 1. Scope**

- 1) SPADES is dedicated to promoting Science and Engineering via the different forms of events and organization of workshops. From its inception, SPADES has been involved in varied science ventures including almost all fields of science and engineering. SPADES seeks to become the primary outlet for students, both undergraduate and graduate, at LUMS and people in general who want to express their passion and interest towards science and engineering and want to polish their skills thereby streamlining their creative zeal towards meaningful end products.

### **Section 2. Structure**

- 1) Hierarchy

- (a) The Executive Council which includes the President, Vice-President (Admin & Events), Treasurer (Marketing, Finance and Logistics), General Secretary and Joint Secretary (Provisional for the year 2020-21 only)
  - (b) The Extended Council which includes the.
    - Three or four Executive Officers
    - The Convening Council PsiFi which include the Conveners PsiFi and Academic Event Heads (AEH).
  - (c) Startup Weekend Convening Committee
  - (d) LUMS Science Symposium Convening Committee
  - (e) Intra-LUMS event heads
  - (f) Directors and Event Heads
  - (g) Assistant Directors and Assistant Event Heads
  - (h) Team Members
- 2) The President of the Society, with a 2/3rd vote of the Executive Council, may make changes to this structure.
  - 3) All events and ventures conducted by SPADES are the sole property of SPADES until or unless stated otherwise.
  - 4) One member cannot hold more than one position in the society unless extremely necessary.
  - 5) The society will not discriminate on the basis of race, religion, national origin, gender, age or disability.
  - 6) All changes to this constitution must be done through the SPADES Constitution Review Committee and should be approved by the President, VP Events, and the Office of Student Affairs, hereafter referred to as by its acronym, “OSA”.
  - 7) The society constitution should hold an official stamp, testifying the approval of the OSA, and must be signed by Society Patron.

#### **Article 4. SPADES Administration**

The SPADES Executive Council will have 4-5 members who will be selected by the outgoing council and who will be called the “EC Members”. The Executive Council shall automatically dissolve at the end of the academic year and all positions in the Executive Council shall be open to applications.

##### **Section 1. The President**

The President of SPADES shall be the head of the Society and he/she shall be responsible for all the activities of the society that happen during his/her tenure.

The President shall:

- 1) Attend the Student Organizations Orientation Session at the beginning of the academic year.
- 2) Be the Convener of the Equity Committee.
- 3) Review and understand the current constitution and manage the society accordingly.
- 4) Ensure that the members understand the rules and regulations as determined by the constitution.
- 5) Adhere to all university policies and ensure that the society abides by them as well.
- 6) Sign every official document and get it approved from the Patron before submitting it to the Co-curricular Activities Office. \*
- 7) Be the principal policy maker of the society.

\*In case the President is unavailable to sign the document, the signatures of the Vice-President (Admin & Events) should suffice. In case the Vice-President (Admin & Events) is also unavailable, the sign of any other member of the EC shall suffice. Any document relating to SPADES funds will be signed by Treasurer.

## **Section 2. The Vice President (Admin & Events)**

The Vice-President Admin & Events, hereafter referred to as “VP Events”, shall be the in-charge for all the society’s events.

VP Events shall:

- 1) Be responsible for all events related activities of the society and supervise them.
- 2) Head all the external communication, with regards to CCA or Procurement, of the following events –
  - Amazing Race
  - Startup Weekend
  - PsiFi
  - LUMS Science Symposium
- 3) Be the final authority, after the President, regarding all matters pertaining to the events that take place during his/her tenure.
- 4) Be the member of the Equity Committee of the Society.
- 5) Ensure that no event conducted by SPADES clashes with the mandate/scope of any other society at LUMS.
- 6) Ensure that no other society conducts an event that falls in the domain of SPADES.
- 7) Keep the President up to date with all the happenings regarding the events of SPADES.
- 8) Make sure that all events occur as planned and scheduled
- 9) Make sure, along with the President, that all university policies must be strictly followed by the society.
- 10) Actively take part in the execution of the annual SPADES agenda presented at the beginning of the EC’s tenure with the assistance of the Executive and the Extended Council.
- 11) Supervise all the meetings of general body, Directors and Event Heads together with the General Secretary.

## **Section 3. The Treasurer \***

The Treasurer shall be the in-charge for the marketing, logistics, and finances of all society’s events. Treasurer shall also represent the society’s treasury and be responsible to maintain it.

The Treasurer shall

- 1) Be responsible for all the marketing, finances, and logistics related activities of the society.
- 2) Find and handle sponsorships and logistical vendors.
- 3) Head the following departments of the society and assist them in their work
  - Marketing
  - Logistics
- 4) Make sure, along with the President, that all university policies must be strictly followed by the marketing and logistics department.
- 5) Keep the President up to date with all the happenings regarding the events of SPADES.
- 6) Head all external promotion activities whether at National or at International level
- 7) Be responsible for the external image of SPADES & its events.
- 8) Maintain an accounting system to record all income and expenses.
- 9) Be responsible for regularly checking and maintaining the inventory.
- 10) Present photocopies and cash documentation that serves as reliable evidence to the President and VP Events.

- 11) Prepare yearly budget and budgets for all events and productions and keep the flow of cash transparent.
- 12) Responsible to handle all reimbursements pertaining to all society activities.
- 13) Ensuring all logistical requirements put forth by the society are met by the logistics department.
- 14) Be the CFO of the society.
- 15) Sign documents related to the funds in case President is unavailable.

#### **Section 4. The General Secretary**

The General Secretary, hereafter referred as the “GS”, shall act as the liaison between the administration and the society.

GS shall:

- 1) Head all the General body meetings as well as all the Extended Council meetings
- 2) Act as the principal communications officer for inter-society and intra-society communications.
- 3) Disseminate information and decisions made by the society to all the executive/general council members of the society.
- 4) Make a note of all minutes of meetings throughout the year and also maintain a log book of all activities throughout the year to be presented to next Executive Council at the end of the year term.
- 5) Head all the internal communication within the society of the following events –
  - Amazing Race
  - Startup Weekend
  - PsiFi
  - LUMS Science Symposium
- 6) Keep all the records of meetings held both internal and with administration.
- 7) Maintain membership directory of both executive and general council members for current year.
- 8) Responsible to correspond with all interfaces within the organization.
- 9) Handle all administration duties of the society.
- 10) Disseminate information/decisions made by the society to all the Executive/General council members of the society

#### **Section 5. Joint Secretary**

The Joint Secretary, hereafter referred to as “JS”, is an interim post for only one year (2020-21) and shall be abolished before the Executive Council 2021 comes into power.

The JS, for the following year, shall be in-charge of the LUMS Space Observatory, Social Responsibility Program (hereinafter referred to as SRP), and ATLAS (including the data science chapter) and all events related to them.

JS shall:

- 1) Be responsible to introduce and execute new events formed around the Observatory, SRP, and ATLAS.
- 2) Be the final authority, after the President, regarding all matters pertaining to Observatory, SRP, and ATLAS related events that take place during his/her tenure
- 3) Handle all administrative duties related to the Observatory, SRP, and ATLAS.
- 4) Be the direct supervisor of the Observatory, SRP, and ATLAS department of the society and head all their meetings.
- 5) Make sure the LUMS Space Observatory is well-maintained.
- 6) Act as the principal communications officer for all inter-society, intra-society, and

external communications in matters of the Observatory, SRP, and ATLAS.

- 7) Keep the President up to date with all the ongoing events, training sessions, and other aspects of the Observatory, SRP, and ATLAS.
- 8) Ensure that all the members engaged with the Observatory, SRP, and ATLAS in any way understand the standard operating procedures of the aforementioned as approved by the OSA and follow them.
- 9) Be responsible to seek and secure sponsorships to fund the operations of the Observatory and expand the workings of SRP and ATLAS.

## **Section 6. Extended Council SPADES**

The SPADES Extended Council will include the Executive Officers and the Convening Council. The Extended council shall automatically dissolve at the end of the academic year and all positions in the Extended Council shall be open to applications.

### **1) The Executive Officers:**

- Will be heading different departments and only those events under JS divided amongst them by the Executive Council.
- May dispose or hire any general body member into their respective departments.
- May recommend to the Executive Council regarding all termination and recruitment matters.
- Shall unequivocally assist the Executive Council in discharge of their functions.
- May deal with the LUMS administration when
  - The matter at hand does not involve cash.
  - The matter is not regarding event and project approvals.
  - When the Executive Council directs them to.
  - When the Executive Council is unavailable.
- Cannot sign any official documentation. All official documents signed by the Extended Council shall be considered null and void.
- Shall follow all directions given by the Executive Council.
- May devise additional plans for their respective departments but they must be approved by the Executive Council.
- Will be responsible to keep the Executive Council informed of all the activities of their respective departments.

### **2) Convening Council PsiFi which shall comprise of Conveners PsiFi and Academic Event Heads (hereinafter referred to as AEHs)**

- Conveners PsiFi shall be selected by the outgoing Executive Council.
- The succession procedure for Conveners PsiFi is the same as that of Extended Council posts.
- The Convener(s) PsiFi may only be dismissed if the EC Members reach a unanimous consensus in favour of the motion.
- Conveners PsiFi have the right to setup independent host teams that shall manage their respective events.
- Conveners PsiFi will be the final authority with respect to their specific events and ventures unless the President and Vice-President (Events & Admin) reach a unanimous consensus against the motion.
- In case of a disagreement between Conveners PsiFi and AEH, the matter shall be resolved by the Executive Council.
- Budget for events and ventures solely owned by SPADES are subject to the



unanimous approval of the relevant Convener/Event Head, Treasurer and the President.

- Budget for events and ventures that are not the sole property of SPADES may be decided by the concerned Convener, President, Treasurer and its relevant Convening Council.
- Shall attend all the meetings related to their event.
- The Convener's PsiFi shall be the in-charge of the Convening Council.
- The Academic Event Heads shall be selected by the outgoing Executive Council with the consultation of the outgoing AEH.
- The succession procedure for AEH is the same as that of Extended Council posts.
- An AEH may only be dismissed if the Executive Council reach a unanimous consensus in favour of the motion.
- AEH will be heading all the academic events at PSIFI and will be responsible to communicate all the issues and progress from time to time to the Executive Council and Convener's PsiFi.
- In case of a disagreement between AEHs, the matter shall be resolved by the Executive Council.
- One of the Heads shall be present at all the meeting of the events under the Academic Event Heads.

The President and VP Events have the authority to intervene and/or over-ride any decision of the Convening Council PsiFi that they deem necessary. The Convening Committee PsiFi will be working directly under VP Events for their event. The Convening Committee PsiFi shall seek assistance from the Treasurer with reference to the marketing, logistics, and finances of their events.

## **Section 7. Departments under Executive Officers**

- 1) Human Resources –
  - HR works to ensure smooth and prompt communication and harmonious relationships between the society. It is responsible for hosting all general body meetings and notifying the general body of any developments and updates
- 2) Security and Accommodations –
  - It is responsible to provide proper accommodation and a safe and smooth event for our national and international events.
- 3) IT –
  - It provides information technology for the systemic functioning by automating tasks through programming.
- 4) Socials and Operations –
  - They are responsible for the execution of every single social event and providing technical support to not only social events but to academic events as well.
- 5) Logistics –
  - It is responsible for the provision of all logistical requirements put forth by departments and events thus uniting them all.
- 6) Design –
  - They oversee all graphic designing related activities for all events that take place throughout the course of the year
- 7) Registration –
  - They are to ensure a smooth and hassle-free registration process of every event conducted by SPADES.
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- 8) Marketing and ER –
  - They are responsible for bringing sponsorships and maintain finances and ensure press coverages and guest speakers.
- 9) Media and Promotions –
  - They are responsible to cover every event with their cinematic and photographic skills and post them on social media.
- 10) Observatory –
  - They are responsible for the handling of Pakistan's second largest telescope, and conducting events centered around it.
- 11) Social Responsibility Program –
  - It is responsible to help the underprivileged sections of the society by teaching them and conducting experiments.
- 12) ATLAS –
  - It is responsible for conducting a series of talks on making science more accessible to a common person, including a brand new chapter of data analysis as well.

### **Section 8. Events under AEHs**

- 1) Siege
- 2) Robowars
- 3) Science Crime Busters
- 4) Tech Wars
- 5) Math Gauge
- 6) Gear Up
- 7) Galactica
- 8) Scifinity Wars
- 9) Diagnosis Dilemma

### **Section 9. Startup Weekend Convening Committee**

- 1) Startup Weekend Convening Committee, hereinafter referred to as SW-CC, will be formed by the outgoing Executive Council.
- 2) The Committee has the right to decide the number of members who will be the event heads for Startup Weekend in the committee depending upon the requirements. (EC Members can consult outgoing SW-CC if they feel the need).
- 3) The Committee will be working directly under VP Events and GS for their event.
- 4) The Committee shall seek assistance from the Treasurer with reference to the marketing, logistics, and finances of their events.
- 5) The Committee will be responsible for all the requirements of the event.
- 6) The President, Vice-President Events, and Treasurer have the authority to intervene and/or over-ride any decision of the Committee that they deem necessary.
- 7) In case of a disagreement between the Committee members, the matter shall be resolved by the Executive Council.
- 8) The Committee has the right to setup an independent host team that shall manage their event.
- 9) A committee member may only be dismissed if the President and the Vice-President reach a unanimous consensus in favour of the motion.

### **Section 10. LUMS Science Symposium Convening Committee**

- 1) LUMS Science Symposium Convening Committee, hereinafter referred to as LSS-CC, will be formed by the outgoing Executive Council.
- 2) LSS-CC has the right to decide the number of members who will be the event heads for

LUMS Science Symposium in the committee depending upon the requirements. (EC Members can consult outgoing LSS-CC if they feel the need).

- 3) The Committee will be working directly under VP Events and GS for their event.
- 4) The Committee shall seek assistance from the Treasurer with reference to the marketing, logistics, and finances of their events.
- 5) The Committee will be responsible for all the requirements of the event.
- 6) The President, Vice-President Events, and Treasurer have the authority to intervene and/or over-ride any decision of the Committee that they deem necessary.
- 7) In case of a disagreement between the Committee members, the matter shall be resolved by the Executive Council.
- 8) The Committee has the right to setup an independent host team that shall manage their event.
- 9) A committee member may only be dismissed if the President and the Vice-President reach a unanimous consensus in favour of the motion.

#### **Section 11. Intra-LUMS Event Heads**

- 1) The Event Heads will be selected by the outgoing Executive Council and they have the right to decide the number of members depending upon the requirement. They can also consult the outgoing AEH and Intra-LUMS Event Heads if they deem fit.
- 2) The Heads will be working directly under VP Events and one of the Extended Council members for their event.
- 3) The Heads shall seek assistance from the Treasurer with reference to the marketing, logistics, and finances of their events.
- 4) The Heads will be responsible for all the requirements of the event.
- 5) The President and VP Events have the authority to intervene and/or over-ride any decision of the Event Heads that they deem necessary.
- 6) In case of a disagreement between the Event Heads, the matter shall be resolved by the Executive Council.
- 7) The Heads have the right to setup an independent host team that shall manage their event.
- 8) An Event Head may only be dismissed if the President and the Vice-President reach a unanimous consensus in favour of the motion.

#### **Article 5. Membership**

- 1) Recruitment shall commence at the beginning of Fall Semester as outlined in the Article 5, Clause 1, 2, 3 and 4.
- 2) The recruitment procedure shall commence with the recruitment activities originated by the society and directed towards the student body of LUMS for the purpose of encouraging association with the society.
- 3) Any student who is enrolled in LUMS, whether visiting, full-time or exchange, is eligible to be a member of the society but any visiting student is not eligible for an EC post
- 4) The recruitment activity is a three-tier process starting from written applications to individual interviews followed by deliberations by the Executive Council.
- 5) The procedure can be altered and redesigned by a simple majority vote of the Executive Council.
- 6) The recruitment drive can be repeated during the academic year if there is a 2/3rd majority vote of the Executive Council in favour of the motion.
- 7) Any member of the Executive Council has the authority to recruit any LUMS student to the society directly with a simple majority vote of the Executive Council in favour of the

motion.

- 8) Membership of the society is valid for a term one year after which it will be subjected to renewal.
- 9) Membership of the society shall only be renewed for those members who show interest in remaining associated with the society.
- 10) All members who do not renew their membership at the end of the year shall automatically lose the privilege of being part of the society.

\*All students who are not full-time enrolled at LUMS are recognized as honorary members. Honorary members are not eligible to apply for the Executive Council Positions

#### **Article 6. New Events Committee**

- 1) The Treasurer and VP Events will be part of the New Events committee and VP Events will be head of the committee.
- 2) Other members can be added to this committee by the President.
- 3) The committee will be responsible to add new events in the calendar year of SPADES.
- 4) The committee will be responsible to generate revenue through those events.
- 5) The committee will be responsible to attract sponsors to invest in the event.
- 6) The committee will head all the admin issues related to those events.
- 7) The committee will have the right to select Event Heads for those events.
- 8) The committee can only recommend an event, the final decision will be made by simple majority vote of the Executive Council.

#### **Article 7. Equity Committee**

##### **Section 1. The Equity Committee**

- 1) The President, Vice-President (Admin & Events), Treasurer and General Secretary are permanent members of the Equity Committee.
- 2) The Convener of the Equity committee will be decided by a simple majority vote of the Executive Council.
- 3) The Vice President (Admin & Events) may add up to five (5) additional members to the bench.
- 4) The additional members shall only have observer rights and may not ask any questions from the member concerned until or unless a permanent member of the committee allows them to.
- 5) Additional members are entitled to voting rights.

##### **Section 2. Powers of the Equity Committee**

The Equity Committee shall have the following powers to administer justice and discipline in the society:

- 1) To entertain compromises with respect to disputes between society members, subject to these compromises being free and fair;
- 2) To suspend or terminate the membership of any society member;
- 3) To suspend or remove any Council Member convicted of misconduct;
- 4) To refer the matter to the Disciplinary Committee of LUMS with or without a recommendation of a particular sentence;
- 5) To mandate any other non-academic punishment, provided that it is within the purview of the rules and regulations of LUMS.
- 6) Any exercise of power under this section must be accompanied by a written judgment

that is sent to the President for approval within three (03) days of the conclusion of the case.

### **Section 3. Tenure of Equity Committee**

A Judicial Officer, upon appointment, shall serve on the Equity Committee until he/she resigns, or he/she is found guilty of misconduct.

## **Article 8. Tenure and Eligibility of Council Members**

### **Section 1. The Tenure of the SPADES Executive Council**

- 1) The tenure of the President, Vice President (Admin & Events), Treasurer and General Secretary, shall be from the time of their appointment in the Spring Semester, to the announcement of the next Council, at which point the Executive Council shall stand dissolved. They are bound to announce next Executive Council within one Year of their appointment.
- 2) Nomination of the next council shall be done within two months of the last event of society's calendar year.
- 3) The nomination of new Council shall be done on the basis of the applications, interviews and their performance in their previous years at society.
- 4) Upon being elected each position holder shall take an oath as is prescribed in the Schedule of this Constitution.
- 5) Each elected member shall be held to the highest degree of integrity and honesty.

### **Section 2. Tenure of the other Council members**

- 1) The tenure of the Extended Council will be the same as that of the Executive Council.
- 2) Upon being elected each position holder shall take an oath as is prescribed in the Schedule of this Constitution.
- 3) Each elected office holder shall be held to the highest degree of integrity and honesty.

## **Article 9. The Trial and the Rights Available to the Accused**

### **Section 1. The Trial**

- 1) The Equity Committee may take cognizance of any matter upon an application by an aggrieved party or by any other member of the Society or any Council member itself.
- 2) Upon taking cognizance of the matter the Equity Committee shall fix a date and time for the hearing and notices shall be sent to all parties concerned at least forty-eight (48) hours before the hearing.
- 3) Notice of the hearing shall also be sent to the Patron of the society.
- 4) The hearing shall be fair and open, and any member of the Council may attend it. However, it can be kept confidential if requested by accused on a case to case basis.
- 5) The defendant and/or the complainant may represent themselves or may choose to be represented for free by a counsel.

### **Section 2. The Rights Available to the Accused**

Any accused student facing trial before the Equity Committee shall have the following rights:

- 1) To know the charges against him/her.
- 2) To examine the evidence against him/her, and cross-examine any witnesses appearing against him/her.
- 3) To adduce evidence and witnesses to prove his/her innocence;

- 4) The right to remain silent, subject of course to any question which the Equity Committee may put to him to advance the causes of justice;
- 5) To not be convicted without a free and fair trial before the Equity Committee.

#### **Article 10. Finance**

- 1) The Budget allocation shall be undertaken by the Treasurer at intervals as deemed fit.
- 2) All procurement procedures shall require the approval of the Treasurer, President and Vice President (Admin & Events).
- 3) The event fees and society membership fees or any registration charges will be prescribed by the Executive Council from time to time.
- 4) The accounts of the society in relation to the events and activities will be prepared by the Treasurer\*
- 5) All budgets shall be approved by the Treasurer and the President.

\*Only valid for events and ventures solely owned by SPADES.

#### **Article 11. Meeting and Procedures**

- 1) The General Secretary shall convene all general body meetings as and when required.
- 2) The Executive Council shall be informed of all the meetings.
- 3) Notice of the General Body meetings shall be given at least two (2) days before the meeting.
- 4) General Secretary shall also convene all Extended and Convening Council meetings.
- 5) The General Secretary shall convene all Executive Council meetings.

#### **Article 12. Trips: National and International**

- 1) SPADES shall send its members to National and International workshops, competitions, seminars and similar activities.
- 2) SPADES may provide subsidy to all team members selected to represent the society. The final subsidy is subject to the approval of the Office of Student Affairs.
- 3) Selection to National and International Trips shall be made through a three-tier process:
  - (a) Call for Applications
  - (b) Interviews
  - (c) Contributions to Society
- 4) The selection shall be based on the following criteria
  - (a) Interview: 25%
  - (b) Contribution to the Society: 75%
- 5) The Contribution points per position held by a member shall be revised every year by the Executive Council.

#### **Article 13. Amendments**

- 1) All changes to this constitution shall be made through the SPADES Constitution Review Committee that can only be setup by the President with consultation of the Patron after absolute Executive Council Majority in favour of revoking the constitution.
- 2) SPADES Constitutions Committee shall be chaired by the President of the society unless the President puts another member in-charge.
- 3) Any amendment to the constitution shall need an absolute majority vote of the SPADES

Constitution Review Committee, simple majority vote of the Extended Council and the Executive Council.

- 4) The Structure of procedure and members of Constitutional Review Committee shall be decided by the President, Vice-President, and Treasurer of the Society.
- 5) The Constitution may be suspended or abolished by a 2/3rd vote of the General Body, Extended Council and the Executive Council combined.
- 6) The motion to suspend or abolish the Constitution can only be carried out by the President or Vice-President or Treasurer of the society.
- 7) The constitution cannot remain suspended for more than seven (7) days.

**Constitution Committee 2013-2014**

Ahsan Abdullah Tipu

Raja Meer Baz

Fazal Atta Tung

Muhammad Bin Khalid

Bilal Zaidi

Usman Rauf

**Constitution Committee 2017-18**

Rabail Chandio

Muhammad Abdullah Malik

Noor Zia

Maryam Shahid

Moazam Ijaz

**Constitution Committee 2019-2020**

Hamza Ather

Mehar Hassan Aziz

Umair Abdullah Gurchani

Wajhee Naqvi

Minahil Adil Butt



## **Approval**

I have read the contents of the constitution and find it in accordance with the prescribed rules & regulations. I hereby authorize the promulgation of the constitution.

**Hamza Ather**  
**President**

**Umair Abdullah Gurchani**  
**Vice-President Admin and**  
**Events**

**Wajhee Naqvi**  
**Vice-President Marketing and Finance**

**Mehar Hassan Aziz**  
**General Secretary**

**Minahil Adil Butt**  
**Joint Secretary**

**Zartash Afzal Uzmi**  
**Patron SPADES**