



CONSTITUTION

Name: Binary

Objectives:

- ❖ To increase computer skills among the members.
- ❖ To enable members acquire teamwork skills.
- ❖ To enable members acquire skills in computers and presentation of ideas.
- ❖ To share technological information and analysis.
- ❖ To promote creativity among the club members.

Rules & Regulations:

- a. All *SUSTian* (including college students under SUST) can be members of this club.
- b. Any political executive members are not allowed in this club.
- c. Membership will be cancelled by the consent of at least two-third of the executive members.
- d. The 'president', the 'General Secretary' & the 'Director of training wing' of every executive committee will be considered as the life time member of the club.
- e. If a member [except life time member] is absent in the activities of the club for six months, his membership will be automatically cancelled.
- f. No one can hold the same post twice except the post of executive members.
- g. Membership will be cancelled automatically as soon as the member finishes his graduation.
- h. The duration of every executive committee will be one year and should be changed at the time of the anniversary.
- i. Rules and regulations should be moderated with the consent of at least two-third of the executive members.

- j. If any decision initiated by executive members doesn't reach any conclusion, then it will be referred to the advisory committee.

Treasure:

- a) The source of finance will be entry fee, monthly subscription of the club members, and sponsorship.
- b) Bank account of the club will be conducted by the joint signature of the president and general secretary and treasurer.
- (c) Two persons among the above three can withdraw the money by joint signature.
- (d) Monthly financial details should be published.

Executive Committee:

- a) Executive committee will be elected or selected. In case of selection at least two-third of the general members of the club need to be agreed.
- b) Structure of the executive committee:

1. President	1
2. Vice president	2
3. General Secretary	1
4. Director of training wing	1
5. Assistant General Secretary	1
6. Organizational Secretary	1
7. Assistant Organizational Secretary	1
8. Treasurer	1
9. Publication Secretary	1
10. Office Secretary	1
11. Members	5
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Total	16

Responsibility of the executive members:

1) President:

President will preside over and conduct all kinds of meeting of the club. He will be the representative of the club along with the general secretary.

2) Vice-President:

Vice-President will take the responsibilities of the president in the absence of president. Vice-President will be promoted as president if President is unable to do his duties for any reason.

3) General Secretary:

General Secretary will assist the President for conducting different activities of the club. He will be the representative of the club by taking the permission of the president. He will call the meeting (General committee or executive committee) by taking the permission of the President.

4) Assistant General Secretary:

S/He will perform the duties and responsibilities of general secretary in absence of general secretary.

5) Treasurer:

S/He will take all kinds of responsibilities of treasure.

6) Organizational Secretary:

S/He will communicate with other related organizations for the interest of the club.

7) Publicity Secretary:

S/He will take the responsibilities of all kinds of publicities of the club.

8) Office Secretary:

S/He will take the responsibilities of office management.

9) Director of training wing:

S/He will maintain all kind of training related activities.

10) Members:

They will assist President, General Secretary and in performing various activities of the club.

13. Advisory Committee:

- a) There must be minimum five advisory members of the club.
- b) The advisory committee will be formed by the teachers' and staff of Shahjalal University of Science & Technology, Sylhet.
- c) The advisory committee will advise the executive committee for performing various activities of the club.
- d) The structure of the advisory committee:

- **Chief Patron:** Vice-Chancellor
Shahjalal University of Science & Technology, Sylhet.
- **Advisors**

*This constitution will be changed if at least two-third of the general members are agreed.