



Guelph Women in Computer Science
Constitution

FALL 2018

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Overview of Organization

Guelph Women in Computer Science is a student organization focused on supporting and providing resources for women interested in studying computer science or software engineering at the University of Guelph.

>> Structure

Guelph Women in Computer Science is an Accredited Student Organization (ASO) under the College of Engineering and Physical Science Student Council (CEPSSC). For the remainder of this document, this ASO will be referred to as “GWICS”.

>> Purpose & Vision

GWICS is a student-run initiative that seeks to build a supportive community for women studying computer science and software engineering at the University of Guelph. This includes cis and trans women as well as non-binary individuals. GWICS hopes to support the inclusion and retention of these groups in our community.

GWICS aims to:

1. Foster a sense of community amongst women studying computer science in our community through the organization of social and educational events
2. Provide opportunities to the community by making useful resources available
 - i. Host speakers from industry and academia
 - ii. Organize computer science and technology related workshops
3. Support the retention of women studying in the School of Computer Science
4. Provide education on women's/diversity issues in computer science and STEM
5. Hold open, inclusive and welcoming meetings and office hours

>> Values

1. **INCLUSIVITY:** The main goal of GWiCS is to foster an inclusive environment on our campus where all women studying in the School of Computer Science can feel welcome, supported and encouraged.
2. **TECHNICAL GROWTH:** GWiCS hopes to support technical growth of its members by providing resources to expose members to different areas in tech and inspire them to pursue their interests.
3. **PROFESSIONAL DEVELOPMENT:** GWiCS will strive to provide opportunities for the professional development of its members by connecting them with people in industry.

Organization Members

The criteria to become a member of GWiCS are:

1. Must be a student at the University of Guelph
2. Must be studying under the School of Computer Science
 - i. Enrolled in a Major or Minor in Software Engineering or Computer Science, or taking CIS courses and interested in pursuing studies in computing
3. Must identify as female/non-binary
 - i. As stated above, this includes cis and trans women as well as non-binary individuals.

Members may participate in GWiCS as little or as much as they wish.

Organization Executives

1. Co-Presidents shall:
 - a. Lead the Executive, and delegate administrative tasks within the Executive
 - b. Run club meetings
 - c. Manage the GWiCS email account
 - d. Communicate with year representatives to check for student concerns or ideas

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- e. Complete club accreditation
 - f. Act as a signing member on GWiCS bank account
2. Event Manager shall:
 - a. Help plan the club meetings and club events
 - b. Recruit club member volunteers when needed for running events
 - c. Come up with creative event ideas and execute them
 3. Financial Manager shall:
 - a. Act as a signing member on GWiCS bank account
 - b. Manage GWiCS finances and ensure they are in good standing
 - c. Create a semesterly budget for the club and present when required
 - d. Complete grant applications and present PDR presentations
 - e. Make arrangements for any purchases made
 4. Marketing Manager shall:
 - a. Handle the social media accounts
 - b. Advertise club events and meetings
 - c. Run recruitment efforts to increase club members

Procedure for Amending This Document

Any member of GWiCS may propose a change to this constitution.

1. Must propose the change with at least 2 weeks notice
2. Any changes must be voted on by the members and executive

