CASE ELECTRICAL ENGINEERING SOCIETY

CHARTER
Rules & Regulation Book

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Introduction

Objectives
CASE Electrical Engineering Society (CEES) was formed at Center for Advanced Studies in Engineering (CASE) to develop the sense and concept of Electrical Engineering in practical and real world applications. It is also determined to let the students of CASE, know about the latest technologies and advancement around the world. CEES has an objective to introduce to the world about the technical but hidden capabilities of CASE students to create the leaders of future technologies in Pakistan.

Brief History
Past history of Case Electrical Engineering Society is very bright for its Robotics in collaboration with CASE Robotics Group (CRG). CASE has been one of the best institutions in the field of Robotics in Pakistan for past many years. All Research and Development, for short R&D, for robotics, executed at CASE came under CASE Robotics Group (CRG) in collaboration with CASE Electrical Engineering Society.

Now apart from robotics, CEES has also been arranging SOFTCOM competitions in the institution premises for past many years. SOFTCOM mainly consists of E-Gamming competition which included many latest and popular games among youth. It also consisted of Speed Programming, Speed Wiring, Controller Programming competitions.

CEES has also been arranging different workshops on different Electrical Engineering related topics in the past like GSM, .NET, Verilog, PCB designing etc.

Now CEES is aiming to expand its program from CASE to the outer world with an objective to create a mutual understanding for a better Engineering Environment in the Country.

Domain
CASE Electrical Engineering Society events cover the technical and especially electrical engineering related capabilities. It also nurtures the confidence and the presentation skills of the students by providing a healthy and a friendly environment to the students. It also provides
a platform for students to present them properly in front of other and improve their capabilities.

Events
Following events will be promoted by CEES:

- Speed wiring, Microcontroller Programming, Conceive and implement
- Workshop
- Open house
- Industrial Visits
- Project Exhibitions
- Quizzical Competitions
- Chip Designing
- FPGA/DSP Programming & Designing
- Electrical & Electronics Project Competitions
- Antenna Designs
- Image Processing
- Network Implementations
- E-gaming, Speed programming
- Mobile Application Development

There will be at least one SoftCom Competition held during each semester covering some of the events above.

Responsibilities
Chairman of Electrical Engineering Department of CASE will be the patron-in-chief of the society. However, he may nominate one faculty members of the faculty as Society Faculty Coordinator.

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President CEES
Batch 2008, Reg. #: E08-067

Malik Najmus Siraj
Faculty Coordinator CEES
General Responsibilities

1. To organize EVENTS which are described and mentioned in the domain of CASE Electrical Engineering Society and maintain the discipline during it.
2. To find talented students and to promote them by developing their confidence level.
3. To help other societies, if needed, with respect to out domain, to develop a sense of mutual understanding and teamwork.
4. To bring the awareness of latest technologies around the world.
5. To demote the distances between departments by providing all students equal chances and opportunities of all departments.
6. CASE Electrical Engineering Society will not go beyond the Domain of CASE Electrical Engineering Society defined above.
7. No any other society will conduct any event which falls under the domain of CASE Electrical Engineering Society.

Executive Council’s Responsibilities

- To follow the rules and regulations depicted in the CASE Electrical Engineering Society charter.
- To maintain a cooperative environment in the society.
- To avoid political and un-ethical activities in society.

Office Bearers’ Responsibilities

President:
- He/She would handle the overall management of the CASE Electrical Engineering Society.
- He should be the only liaison between the Society and the Faculty Coordinator.
- He is responsible for arranging the sponsorship to organize the events and ensuring the participation from all society members.
- He will liaison with the Patron-in-chief and the faculty coordinator on routine matters

Vice President:
- Prepare budget of the society and then consult with the President.

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• Prepare the estimated budget for each event and take the approval from the President.
• He ensures the clearance of all expenditures from account office.
• To ensure, the discipline is maintained in the Society.

**General Secretary:**
• To prepare all the documentation required for the sponsorship and to corporate with the vice president in the organization of all the events.
• Communicate with the members of executive body.
• He has to act like a spokesman of the society.

**Society Induction Procedure**
All the members of the society must have CGPA 2.3; membership can be suspended until the CGPA is 2.3.

**Executive Council:**
• Society’s affair will be looked after by an executive council of 8 members comprising of a President (from final year), Vice President (from third year), and General Secretary (from second year). 5 more members i.e. 2 each from the final and third year and 1 student from second year will also be selected to act as a member of the executive council.
• Selection of executive members (including office bearers) will be based on the election from the general body members of the society.
• The election will be supervised by the existing President and the executive body.
• Interviews of executive elected members including the office bearers shall be conducted by the Executive Council, final selection will be made by the Faculty Coordinator on the recommendation of President.
• This election must be completed by the 12th week of the Spring semester

**Freshmen Induction:**
• Society should have general body members from 20-30 members from all batches
• 15 persons will be selected through a campaign of induction for the society. Executive Council will interview each candidate.
• President will recommend the names to the Faculty Coordinator for final selection.

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• Selection process of freshmen will be completed between 8-10th week of Fall semester
• Additional general members from each batch during the year can be selected if required on the discretion of the Faculty Coordinator.

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Rules & Regulations

- All the events in the university premises related to Electrical Engineering Society should be held by the permission of CASE Electrical Engineering Society.
- No society is allowed to arrange an event of any other society. If any society is interested in arranging such events, it should contact the executive council of the respective society with proper documentation. Final decision will be taken by the respective society.
- The load of work will be divided among all the members of the executive council by the mutual consultation of executive council.
- Students are advised to contact the respective executive council member if they are interested in organizing any event.
- Executive council should have authority to organize any event in the university premises keeping in mind the moral values and respect of the CASE.
- Any change in Event or Domain shall be made through prior counseling with the Executive council. The final such change will be accorded by the faculty coordinator of the CASE Electrical Engineering Society and the chairman of the Electrical Engineering Department of CASE.
- The interests of the society shall be secured by the Faculty Coordinator of the society and the chairman of the Electrical Engineering Department of CASE.
- Any member of the society will not use the platform of the society for his/her personal interests.
- If any student found cheating during any event, he/she would immediately be expelled from that event and strict action would be taken against him/her.
- The President can appoint a head for any event responsible for the organization, logistics and financial adjustments of the event but that head should be a society member.
- The executive members of the society reserve the right to recommend the add/remove/promote/demote any member at any time, after approval from the Faculty Coordinator.
- Any kind of modification in this charter can be made with the confidence of Faculty Coordinator and president of the society.

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