

Official Constitution of SPARTA

Adopted on the 10th Day of February, 2025



MISSION STATEMENT

Empowering students to gain experience, build their portfolios, and expand their network for a successful future.

We, the members of SPARTA, guided by innovation and collaboration and bound by the creative and curious spirit of humanity, establish this Constitution to ensure a better future of innovation, shared knowledge, building community and preparing future leaders for the future to come.

Drafted and ratified by the executive of the club, the President Jesus Eduardo Negrón Inciarte, Vice president Ethan Arsenault, Social Media Manager Karandeep Singh, Chief Architect Aybars Ay, and Secretary Adelaine Santoso under the guidance of Professor Magdin Stoica as faculty advisor.



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Preamble to the Constitution

We, the members of the Honours Bachelor of Computer Science (Mobile Computing) program at Sheridan College recognizing the importance of computer science in shaping a better future, and motivated by the spirit of innovation and collaboration, hereby proclaim this Constitution. In order to foster academic excellence, promote research in the field of computing, and develop a community of students passionate about technology, we commit to foster:

- **Innovation:** To encourage the development of creative projects and technological solutions that address the challenges of today's world.
- **Share Knowledge:** To create a space where members can learn from each other and expand their knowledge in the field of computing.
- **Build Community:** To foster an inclusive and collaborative environment where all members feel valued and supported.
- **Prepare Future Leaders:** To equip our members with the skills necessary to excel in the workforce and contribute to technological advancement.

By adhering to this Constitution, we commit to act with integrity, respect, and passion for computer science and its essential role in shaping our communities and society.

Title 1. The hierarchy, rights and responsibilities of leaders and members

The President

Article 1.- The president represents the club to Sheridan College and the Sheridan Student Union (SSU), ensuring compliance with all institutional policies and requirements.

Article 2.- The President holds a symbolic leadership role within the club hierarchy, representing the vision and unity of the club. While the President does not have direct authority over individual projects or project management decisions, the president possesses administrative powers as outlined in Title 1. Articles 3 – 12 and 15. These powers are limited to facilitating club governance, managing institutional requirements, and ensuring the smooth functioning of the club at a strategic level. The President is considered Level 1 in the leadership hierarchy.

Article 3.- The president's primary responsibilities include:

- A. Managing club-level administrative requirements, especially those pertaining to Sheridan College and the SSU.
- B. Organizing elections and overseeing constitutional processes.



- C. Coordinating club-wide initiatives in collaboration with the executive, architects and other management-level members.

Article 4.- The president has no executive power over projects, architects, project managers, or club operations but may act as a facilitator and mediator.

Article 7.- The president organizes and announces regular whole-club meetings in collaboration with club management, ensuring that all members are informed and engaged in club activities.

Article 8.- The president serves a one-year term and is eligible for re-election through the club's established procedures as stated in Title 9.

Article 9.- In cases of conflict or ethical concerns within the club if need be, the president acts as a mediator unless personally involved, in which case the executive will act as a mediator unless involved then lower levels of leadership step in.

Article 10.- Club finances, budgets, and assets are jointly managed by the president and club management. Decisions regarding the allocation of resources require an election initiated by the club management level.

Article 11.- The president must work closely with the executive to stay informed about ongoing projects and innovations, ensuring the effective representation of the club at the institutional level.

Article 12.- The president is considered an official club member and as such inherits all the rights and responsibilities of an official club member except Title 1. Article 46.

The executive/Club Management

Article 14.- The Executive is the highest authority in the club, composed of the President and at least four additional members, they are level 2 of the leadership.

Article 15.- The purpose of the Executive is to:

- A. Manage the club's activities and ensure its strategic direction aligns with its vision.
- B. Oversee the club's finances transparently and responsibly.
- C. Resolve disputes that may arise within the club.
- D. Manage elections, unless a vote of no confidence is called by members.

Article 16.- The Executive will consist of the following roles:

President



- I. Provide overall leadership, vision, and direction for the club.
- II. Represent the club in all official matters.
- III. Support other executives and approve club activities and events.

Vice President

- I. Plan and coordinate events and activities.
- II. Oversee the coordination of club members and executives.
- III. Serve as the President's successor to ensure continuity if needed.

Secretary

- I. Maintain accurate meeting notes and records.
- II. Manage club communications and ensure compliance with club policies.
- III. Oversee financial records in collaboration with the President and Vice President.

Chief Architect

- I. Supervise project managers and architects and ensure progress on key deadlines.
- II. Regularly report project progress and challenges to the Executive.

Social Marketing Officer

- I. Lead social media campaigns and promotional efforts for the club.
- II. Develop marketing materials and manage external communications.

Article 17.- All executives will serve a one-year term and may be re-elected. Executives are subject to two term limit.

Article 18.- Only official club members who have actively participated for at least one year are eligible for Executive roles. Active participation is defined as consistent attendance at club events, contributions to projects, and fulfillment of assigned duties.

Article 19.- The Executive must provide quarterly updates to the club membership, including:

- A. Financial reports detailing income, expenditures, and the budget.
- B. Summaries of activities and upcoming plans.
- C. Progress reports on projects.

Article 20.- Decisions within the Executive will be made through majority vote (50% + 1). In the event of a tie, the President's vote will act as a tiebreaker.



Article 22.- If any member of the executive wishes to leave the club, they are required to inform the rest of the executive of the decision. The president must nominate a person to fulfill that role on an interim basis.

Article 23.- All executives are considered official club members and as such inherit all the rights and responsibilities of an official club member except Title 1. Article 46.

The Architect

Article 24.- The architect(s) are positioned below the executive in the club hierarchy being level 3 of the leadership.

Article 25.- Architects act as advisors to project managers, providing strategic guidance and ensuring effective use of tools such as GitHub and other project management software.

Article 26.- Architects focus on the "big picture," promoting alignment between individual projects and the overall goals and vision of the club.

Article 27.- Architects are responsible for:

- A. Ensuring that club resources are utilized efficiently.
- B. Maintaining standards for the ethical and correct use of collaborative tools.
- C. Offering non-intrusive but constructive advice to project managers.
- D. Encouraging innovation while upholding objective judgment in decision-making.

Article 28.- Architects must consider input from project managers and project members, ensuring collaboration while balancing the overall interests of the club.

Article 29.- An official club member may become an architect if they have demonstrable experience in a domain and successfully complete an interview with the executive.

Article 30.- Architects have no direct executive power over projects but are authorized to intervene if:

- A. A project deviates significantly from its stated goals.
- B. Club resources are being misused or misallocated.

Article 31.- The number of architects is determined based on club size and needs, as decided by club management.



Article 32.- If any architect wishes to leave the club, they are required to inform the executive of the decision.

Article 33.- The architect is considered an official club member and as such inherits all the rights and responsibilities of an official club member except Title 1. Article 46.

The Project Leader

Article 34.- The project manager has the power to direct and organize their respective projects and is responsible for the technical planning of the project they are managing.

Article 35. Project managers are expected to inform the architects of their project progression.

Article 36.- A project manager can only be a member of a single project at a time.

Article 37.- Only official club members can become project managers.

Article 38.- To become a project manager an official club member must come up with an idea for a project and must be approved by the club management.

Article 39.- Once an official club member becomes a project manager their position doesn't become permanent. It will terminate either when the project is done or if the members of the project decide the project manager is ill-suited for the role. In an election, if a majority of the project members agree then the project manager's term is terminated and another will take its place either by an election or a pre-elected candidate chosen by the project members.

Article 40.- If any project manager wishes to leave the club, they are required to inform the executive of the decision.

Article 41.- All project managers are considered official club members and as such inherits all the rights and responsibilities of an official club member except Title 1. Articles 44, 46 and

The Official Club Member

Article 42.- Official club members drive innovation and collaboration. Their contributions are essential to the club's success. // 46

Article 43.- Any Official club member can join, leave, or they can submit their own project proposal.



Article 44.- Official club members can join as many projects as they wish but are advised not to and to only focus on one at the time.

Article 45.- Official club members who don't participate or distract the project from progress can receive a warning from their respective project manager(s). If an official club member receives 3 warnings then they are considered out of the project and will only be able to join back if and only if the project managers allow them to join back.

Article 46.- Official club members can leave the club at any moment, but if they are part of the project, they should notify their project leader.

Article 47.- All official club members are expected to follow the rules and to uphold the constitution.

Article 48- Students must be currently enrolled at Sheridan College.

Title 2. Governance Process and Structure

Projects

Article 1.- Projects undertaken by the club must exhibit uniqueness and innovation. Simple tasks, such as creating a basic database or performing routine programming exercises, are not considered club-worthy projects.

Article 2.- Projects must not be overly ambitious to the point of being unrealistic. For example, replicating entire platforms like Facebook or building an operating system from scratch is discouraged. Projects should balance ambition with feasibility, serving a specific and practical purpose while remaining challenging for participants.

Article 3.- All projects must incorporate the use of programming languages, which may include developing software or applications from scratch, utilizing scripting languages to leverage APIs, and the creation of user-friendly interfaces, even if incomplete or needing refinement.

Article 4.- Published projects are highly encouraged. Publication efforts are overseen by the club management level to preserve the club members' intellectual property (IP) and uphold the club's standards.



Article 6.- Each project will be assigned a codename at inception, which serves as its title in all documentation, including GitHub repositories and project management platforms. Project managers may propose a codename change through architects, initiating a whole club election.

Article 7.- Projects should aim to address real-world problems or provide innovative solutions, encourage skill development, foster collaboration among members and serve as a showcase of the club's capabilities and accomplishments.

Article 8.- Unless otherwise agreed upon, IP rights remain with the individual who came up with the idea for the project.

Article 9.- Personal projects may use club resources (mentorship, networking, etc.), but must disclose their independent status and give appropriate accreditation to the club and all who participated in the creation of such a project.

The Bureaucracy and Club Management

Article 10.- Club management will manage the election. This includes checking who can and can't run for the presidency, determining how elections will be conducted, determining when the election will be held, and announcing the winner. Once the winner is announced, the transition of power begins as stated in Title 9. Article 2.

Article 11.- Club management will declare when, where and how often meetings will be held.

Article 12.- Club management will manage the finances of the club and the repartition of finances between projects. Projects will not generate any finances and if they do they are the property of the people participating in the project not the club.

Article 13.- Club management is responsible for the ensurement of the well-being of every official club member. If any ethical concerns, harassment, discrimination, or conflict arise the respective leader must solve it as soon as possible in a peaceful fashion as stated in the Conflict Resolution section Title 3.



Article 15.- The executive can change/delay the dates of events, activities, and functions of the club. If not stated explicitly when they will be held in the first week of the following month. If the executive declares that any of the previous activities will be held at an unrealistic time, club members can protest and through an election decide when they will be held.

Title 3: Code of Conduct and Conflict Resolution

Code of Conduct

Article 1.- Members are expected to treat each other with respect and professionalism, adhering to Sheridan College's student conduct policies.

Article 2.- Harassment, discrimination, or unethical behavior will not be tolerated.

Article 3.- Club members must uphold the integrity of projects by not engaging in plagiarism, cheating, or violating intellectual property laws. Failure to do so will end with club management informing the respective authority.

Conflict Resolution

Article 4.- If any disputes arise between official club members the first mediator will be the project manager. If the official club members are in different projects then the project managers of the respective projects must coordinate and handle the situation.

Article 5.- If the project manager(s) are unable to resolve the dispute or if they themselves are involved in it they must escalate to the Chief Architect.

Article 6.- If for whichever reason the Chief Architect is unable to resolve the issue then the following step will be to escalate to the rest of the executive.

Article 7.- As a last result, members can escalate unresolved disputes to the SSU if internal mediation fails.

Title 4. The Finances of the Club

Article 3.- Any member has the right to understand the approximate dollar amounts of payments or subscriptions the club has provided or subscribed to, and to which entity or organization, for the purposes of understanding the club's financials.



Article 4.- All finances of the club must be registered in a document that is available to all official club members, these expenses will be discussed at the end of the month.

Title 5. Ownership of Projects

Article 1.- Any member is free to bring in their own projects, ALL projects must be unique and original. If any project is found to be an assignment from any class the project will be dissolved immediately and academic integrity office will be contacted. All projects will receive assistance, guidance and support.

Article 2.- All projects are owned by the individual who came up with the idea and the members who are working on developing the project. The club owns no projects.

Article 3.- If a project manager decides to leave the club, she or he can bring their project with them, if not, the complete ownership of the project will be transferred to another project manager.

Article 4.- All project managers must give recognition to all who contributed to the project.

Title 6. Confidentiality Policies

Article 1.- The club does NOT guarantee confidentiality or protection of confidential information, and bears NO responsibility for any breach in confidentiality for any activities related to Approved or Non-Approved Projects conducted within the club: it is an open, free and transparent environment.

Title 7. Amendments and Updates to the Constitution

Article 1.- Only the executive can propose an amendment to the constitution.

Article 2.- Proposed amendment(s) will be revised at the following meeting unless stated otherwise by the executive. The proposed amendment(s) must be approved by a majority vote ($\frac{2}{3} + 1$) of executives.



Article 3.- Amendments must be documented and appended to the constitution by the executive.

Title 8. Meetings and Their Procedures

Article 1.- The president and secretary collaborate to draft agendas for general and executive meetings. Agendas must include time for project updates, financial reviews, and open discussion for member concerns. Members may submit agenda items to the president or secretary at least 48 hours before the meeting.

Article 2.- Members are expected to behave respectfully and adhere to the club's code of conduct. Discussions should remain focused and relevant to the agenda items. Any violations of conduct may result in the removal of the disruptive member from the meeting.

Article 3.- For decisions in general meetings to be valid, a quorum of 50% + 1 of official members must be present. For executive meetings, a quorum is reached with a majority (50% + 1) of the executive team.

Article 4.- Decisions are made by majority vote (50% + 1) of attendees, except in cases where a higher threshold is specified in the constitution. Tie votes are resolved by holding a new election limited to the tied options, repeated as necessary until one option wins.

Article 5.- The secretary is responsible for recording minutes, which must include attendance, key discussion points, and decisions made. Meeting minutes are shared with all members within 72 hours of the meeting. Archived minutes must be accessible to all official club members upon request.

Title 9. Elections and Governance

Article 1.- Election Process

I. The Executive:

- Elected annually by all official club members.
- Only official members with active participation (as defined in Title 1. Article 18) are eligible to run for these roles.

II. Election Timeline:

- Elections must be held during the first two weeks of the winter semester to allow sufficient time for training. All newly elected executives and leaders will undergo training during the break period.



III. Eligibility Requirements:

- Executives must have at least one semester remaining before graduation.
- A two-year maximum consecutive term limit is recommended for any executive position.

Article 2.- Transition of Power

- I. Current executives are required to:
 - Step down formally at the end of their term.
 - Train their successors during the winter semester and ensure a smooth handover of responsibilities.
 - Pass on all documentation, tools, and knowledge that pertain to their role.
 - Newly elected executives officially assume their positions after reading week of the winter term.

Article 3.- The election procedure follows the policies and procedure established in the [SSU Clubs & Organizations Policies](#).

Definitions

Clause 1: Official Club Member

A student currently enrolled at Sheridan College who has fulfilled the membership requirements as outlined in [Title 1, Article 48](#).

Clause 2: Project Leader

An official club member who oversees and organizes a specific project, as outlined in [Title1 Articles 34–41](#).

Clause 3: Executive Power

The authority to make decisions and direct activities within the scope of a designated role or project, as specified in this constitution.

Clause 4: SSU (Sheridan Student Union)

The administrative body oversees club activities and ensures compliance with Sheridan College policies.

Clause 5: Quorum

The minimum number of members required to be present for a meeting or vote to be considered valid. Unless otherwise stated, meeting quorum will be 50% + 1 of all official members.

Clause 6: Club Management/Executive

Club management/Executive consists of all level 2 and above leadership. This includes the president and all the executives. They are in charge of managing the club. The words “club



management” and “the executive” refer to the same thing and are not to be believed they are distinct.