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Respondent

13      Anonymous

56:19

Time to complete

## Name and Purpose

### 1. Student Organization Name \*

Please enter full name AND any acronyms.

Chabot Machine Learning Club

### 2. Organization Purpose \*

The organization exists to introduce students to higher-division computer science concepts, with an emphasis on foundational machine learning principles such as representation learning and embeddings, optimization methods, supervised and unsupervised learning, and neural network architectures. Recognizing that the future of computer science is increasingly shaped by machine learning, we aim to give students an early start in understanding these building blocks and engaging with scientific literature. Our goal is to prepare members for advanced coursework, research, and careers by fostering both technical competency and critical engagement with the ideas driving the field forward.

### 3. Membership Requirements (including any additional requirements for official voting members) \*

Membership requirements may not discriminate against any protected class as defined by local, state, or federal regulation including but not limited to the Civil Rights Act of 1964, Title IX Education Amendments of 1972, and the Rehabilitation Act of 1973.

We are a club that is open to everyone. Machine learning is a field that changes every one of our lives in ways that we don't even know. Everyone should have the chance to see how the algorithms that affect our lives are implemented and how they control certain aspects of our life.

## Duties of Club President and Club Financial Officer

### 4. Duties of Student Organization President \*

- a. Provide overall leadership and direction for the club.
- b. Preside over meetings and ensure agendas are followed.
- c. Represent the club to faculty, administration, and external organizations.
- d. Delegate tasks and oversee the work of other officers.
- e. Ensure the club fulfills its mission and maintains continuity.

## 5. Duties of Financial Officer \*

- a. Manage the club's funds, budget, and financial records.
- b. Collect dues (if applicable) and oversee expenditures.
- c. Provide financial reports at meetings.
- d. Ensure compliance with college financial policies.
- e. Work with other officers to plan budgets for events and activities.

## 6. Does your club and any other officer positions other than President and Financial Officer \*

Yes, this student organization has additional officers

No, these are the only officers for this student organization

## Additional Officer #1

## 7. Name of Office #1 \*

Justin Liu

## 8. Title of Officer #1 \*

Ex: Vice President, Webmaster, Social Media, Historian, etc.

Vice President

## 9. Duties of Officer #1 \*

- a. Assist the President in carrying out duties.
- b. Preside over meetings in the President's absence.
- c. Coordinate internal operations and communication between officers.
- d. Oversee committees, subgroups, or projects as needed.
- e. Support officer development and succession planning.

## 10. Does your student organization have any additional officers? \*

Yes, I will add another officer

No, I have already entered information for all of my officers

## Additional Officer #2

## 11. Name of Officer #2 \*

Xavier Rodriguez Lopez

## 12. Title of Officer #2 \*

Ex: Vice President, Webmaster, Social Media, Historian, etc.

Secretary

## 13. Duties of Officer #2 \*

- a. Maintain accurate records of meetings and decisions.
- b. Handle correspondence and official communications.
- c. Keep membership lists and attendance records.
- d. Ensure members are informed of meetings, events, and deadlines.
- e. Organize and archive important club documents.

## 14. Does your student organization have any additional officers? \*

Yes, I will add another officer

No, I have already entered information for all of my officers

## Additional Officer #3

## 15. Name of Officer #3 \*

Jashrah Ayub

## 16. Title of Officer #3 \*

Ex: Vice President, Webmaster, Social Media, Historian, etc.

Inter-Club Council (ICC) Representative

## 17. Duties of Additional Officer #3 \*

- a. Represent the club at ICC meetings and report back to the club.
- b. Act as a liaison between the club and student government/ICC.
- c. Ensure the club follows ICC guidelines and requirements.
- d. Communicate opportunities, resources, and announcements from ICC to the club.
- e. Advocate for the club's interests within the larger campus community.

## 18. Does your student organization have any additional officers? \*

Yes, I will add another officer

No, I have already entered information for all of my officers

## Officer Requirements

## 19. Officer Selection Procedures \*

Please give a detailed description of the procedure for selecting officers for your organization.

For starters, we recruited students who were interested from our individual stem courses in person. In addition, we also recreated an online application form with Google Doc, which were latter posted on the Computer Science Club discord. Among the five applicants, the member(s) with a strong Stem interest and experience were selected.

**20. Office Eligibility Criteria \***

Please describe in detail, any criteria and/or requirements for being considered for an officer position in this student organization. Ex: member for one year, attended all meetings, nominated by a member, complete an application, etc.

- a. Represent the club at ICC meetings and report back to the club.
- b. Act as a liaison between the club and student government/ICC.
- c. Ensure the club follows ICC guidelines and requirements.
- d. Communicate opportunities, resources, and announcements from ICC to the club.
- e. Advocate for the club's interests within the larger campus community.

**21. Officer Term \***

How long is the term for officers. Ex: end of semester, end of academic year, etc.

End of academic year.

**22. Officer Removal Process \***

Please give a detailed description of the process for removing an officer?

- a. Represent the club at ICC meetings and report back to the club.
- b. Act as a liaison between the club and student government/ICC.
- c. Ensure the club follows ICC guidelines and requirements.
- d. Communicate opportunities, resources, and announcements from ICC to the club.
- e. Advocate for the club's interests within the larger campus community.

## Amendments

**23. Process for Amending Student Organization Constitution \***

Amendments to this constitution may be proposed by any active member of the club in good standing. Proposed amendments must be submitted in writing to the President and reviewed at a scheduled club meeting. An amendment shall be adopted if it receives a simple majority vote (more than half) of active voting members present. Only student members of the club are eligible to vote. The Club Advisor may provide guidance but holds no voting privileges.

**24. Notification of Amendments to Constitution \***

Please state how and when members of this organization will be notified of amendments to this constitution.

All members will be informed of proposed amendments at least one meeting before a vote is held. Finalized amendments and their outcomes will be announced at the next regular club meeting, and all finalized amendments will be recorded in the official club documents.