



Student Innovation & Leadership Circle (SILC)

Azerbaijan Technical University (AzTU)

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Purpose	It is a foundational guide for students, faculty, and collaborators by defining SILC's mission to foster innovation, leadership, and interdisciplinary collaboration. The document details membership criteria, governance, club formation processes, event planning, and alignment with AzTU's strategic goals, ensuring transparent and effective implementation of SILC's activities.

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INTRODUCTION

The **Student Innovation & Leadership Circle (SILC)** at Azerbaijan Technical University (AzTU) is designed to empower students by providing a platform for leadership, innovation, and interdisciplinary collaboration. SILC aims to enhance the academic and extracurricular experiences of AzTU students through student-led projects, initiatives, and leadership opportunities, contributing to the university's strategic goals of academic excellence, social engagement, and sustainable development.

Objective

The objectives of SILC are as follows:

- **Foster Innovation:** Promote student-led innovation in academic, technical, social, and entrepreneurial domains.
- **Develop Leadership Skills:** Provide students with leadership opportunities through active involvement in various projects.
- **Encourage Interdisciplinary Collaboration:** Facilitate cooperation among students from different faculties to address societal and academic challenges.
- **Support Global and Community Outreach:** Encourage projects that align with global trends, particularly in sustainable development and societal engagement.

Scope

This policy applies to:

- All undergraduate and graduate students registered at AzTU.
- All faculties, research centers, and departments at AzTU.
- External collaborators, mentors, and sponsors involved in SILC-supported initiatives.
- Activities and events held within AzTU campuses and recognized off-campus events.

Governance and Structure

Governing Bodies

SILC is governed by the following bodies, inspired by best practices at leading universities:

- **General Assembly:** The body consisting of all SILC members, which meets annually to approve major initiatives, elect leadership, and review progress.
- **Administrative Board:** A group of elected student representatives who manage the day-to-day operations, oversee club activities, and ensure the alignment of projects with SILC's mission.
- **Supervisory Board:** Composed of faculty advisors and administrators, this board ensures compliance with university regulations and supports long-term sustainability.

Membership

- **Eligibility:** All registered AzTU students are eligible to participate.
- **Leadership Roles:** Students are elected to leadership positions within SILC on an annual basis, with roles such as President, Vice President, Secretary, and Treasurer.

Responsibilities

- **SILC Executive Board:** Oversees the organization's strategic direction, provides mentorship to club leaders, and ensures proper coordination between SILC clubs and the university administration.
- **Faculty Advisors:** Faculty members provide academic guidance and ensure that SILC projects align with the university's educational and research goals.
- **Office of Student Affairs & Quality Assurance Department:** Ensure that SILC activities comply with university policies, assist with the planning and execution of events, and monitor overall performance.
- **Club Members & Leaders:** Responsible for executing approved projects, reporting activities, and adhering to university rules and guidelines.

Procedures

Club Establishment

SILC clubs are formed to focus on specific areas of interest and innovation. The process for establishing a new club is as follows:

1. **Proposal Submission:** Students submit a proposal for a new club, including a mission statement, objectives, and a plan for activities.
2. **Approval Process:** The Administrative Board reviews the proposals and approves or requests modifications.
3. **Club Formation:** Once approved, clubs are officially recognized and granted access to university resources such as meeting spaces, event funding, and mentorship.

Event Planning & Execution

Clubs may organize events, workshops, and projects in alignment with their objectives. The process for event planning and approval is as follows:

1. **Event Proposal Submission:** A detailed event proposal, including objectives, budget, and guest speakers, is submitted to the SILC Executive Board.
2. **Event Approval:** Upon approval, the event is scheduled, and promotional activities are planned.
3. **Execution:** The club implements the event, ensuring it aligns with SILC's mission and university regulations.

Funding and Sponsorships

Clubs may request funding or sponsorships to support their events or activities. The process is as follows:

1. **Sponsorship Agreement:** External sponsors must sign an agreement outlining the terms of their support.
2. **Funding Requests:** Clubs can apply for financial assistance from SILC or seek external sponsors with prior approval.

Clubs and Divisions

SILC operates through several thematic clubs:

- **Technology and Innovation Club**
Focuses on projects in robotics, artificial intelligence, and software development.

- Entrepreneurship Club
Supports the development of startups and entrepreneurship initiatives.
- Research and Academic Club
- Promotes academic research, writing skills, and interdisciplinary research projects.
- Sustainability Club
- Focuses on environmental sustainability, aligning with UN Sustainable Development Goals (SDGs).
- Leadership and Communication Club
- Provides opportunities for leadership development, public speaking, and effective communication.

Alignment with AzTU's Strategic Goals

SILC will contribute to AzTU's overarching goals by:

- Enhancing Academic Excellence: Providing students with practical learning experiences and leadership opportunities.
- Fostering Research and Innovation: Encouraging student-driven research and interdisciplinary collaboration.
- Promoting Global Engagement: Offering students opportunities to participate in international conferences and competitions.
- Supporting Sustainable Development: Launching projects that contribute to environmental sustainability and social impact.

Review

Review This policy will be reviewed every 2 years. The previous version of the policy will remain in full force and effects until the adoption of new version