

# University of Cincinnati Engineering and Applied Science Tribunal Constitution

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## **Article I – Name**

The undergraduate student governing body of the University of Cincinnati College of Engineering and Applied Science shall be known as the Engineering and Applied Science Tribunal.

## **Article II – Purpose**

The Engineering and Applied Science Tribunal shall represent the students of the College of Engineering and Applied Science on all relevant issues, specifically with curriculum, academic and professional standards, and university and college computing services. Engineering and Applied Science Tribunal shall also assist the students with professional, social, and leadership development.

## **Article III – Membership & Voting**

### **Section 1: Voting Membership**

Voting membership shall be open to any matriculating undergraduate student at the University of Cincinnati.

### **Section 2: Voting Membership Requirements**

Each student shall attain voting membership by attending four meetings per semester, or having been an active, eligible member in the previous semester the student was in school. Should a vote occur during the first four meetings of the semester, the four meeting rule will be waived. This will allow each student to have full voting rights during any vote that occurs during an Engineering and Applied Science Tribunal general meeting. This rule is waived for the senatorial election and is explained further in Part A, Article III of the Constitution.

#### *Part A: Senatorial Elections*

In the case of senatorial elections, all undergraduate students in the College of Engineering and Applied Science shall be given voting membership.

### **Section 3: Non-Voting Membership**

Non-voting membership shall be open to any student and any member of the University faculty or administrative staff.

### **Section 4: Honorary Membership**

Honorary membership shall be open to any person desiring such membership and elected by a majority of the voting members. Honorary members shall not have voting rights unless meeting that requirements stated in Article III, Section 2.

### **Section 5: Membership Limit**

There shall be no limit on the size of the membership of the Engineering and Applied Science Tribunal.

### **Section 6: Non-Discrimination**

This organization does not discriminate on the basis of disability, race, color, religion, except for religious qualifications which may be required by organizations whose aims are primarily sectarian, national origin, ancestry, medical condition, genetic information, marital status, parental status (including status as a foster parent), sex, age, sexual orientation, military status (past, present, or future), or gender identity and expression in its programs and activities.

## **Article IV – Student Sections**

### **Section 1: Year Definition**

A year shall begin at the start of summer semester and end at the close of the following spring semester.

### **Section 2: Semester Status Classification**

A student on a cooperative education work assignment shall be on a work semester; otherwise a student shall be on a school semester.

## **Article V – Officers and Executive Board**

### **Section 1: Officer Definition**

The officers of the Engineering and Applied Science Tribunal, over the course of a year, shall be one president, serving for a term of one year, three vice presidents of collegiate affairs, three vice presidents of events, three chiefs of staff, and three treasurers each serving for a term of one semester. The ex-officio officers of the Engineering and Applied Science Tribunal shall be two senators, serving for a term of one year. Therefore, each semester shall have the president, one vice president of collegiate affairs, one vice president of events, one chief of staff, one treasurer, and two senators. Each officer shall have voting rights.

### **Section 2: Eligibility Requirements**

The president must have previously served three semesters as a committee chair or officer. The president must be in the Greater Cincinnati Area for the fall and spring semesters of their term.

The president, each vice president of collegiate affairs, each vice president of events, and each treasurer must have served at least two semesters as voting members of the Engineering and Applied Science Tribunal. Each vice president, treasurer, and chief of staff must be available to attend the meetings and perform their function during their respective semesters.

No member of the Election Oversight Committee may run for College of Engineering and Applied Science senator. Any candidate for senator must have completed at least one semester as a matriculating student of the College of Engineering and Applied Science.

Each officer must maintain voting membership requirements with a 2.5 grade point average and be a full-time matriculating student. If the candidate is on a work section during the semester in which elections are held, these requirements apply to the most recent semester in which they were in school.

These eligibility requirements may be waived by a 2/3 vote of the executive board.

### **Section 3: Terms of Officer Removal**

Any officer who does not fulfill these requirements during the term of their office must resign and a replacement shall be elected as directed in the Engineering and Applied Science Tribunal bylaws.

### **Section 4: Executive Board**

The officers and the committee chairpersons of the Engineering and Applied Science Tribunal together with the University advisor shall be known as the Executive Board. In compliance with the University of Cincinnati Student Government Bylaws, all senators shall be considered ex-officio officers and therefore shall also sit on the Executive Board.

## **Article VI – Meeting Procedures**

### **Section 1: Regular Meetings**

The Engineering and Applied Science Tribunal shall meet at least every other week, unless the University is closed. The Executive Board shall meet at least every 4 weeks. The current semester's officers shall have a separate meeting at least thrice a semester.

### **Section 2: Special Meetings**

A special meeting may be called by a simple majority of the Executive Board members of the Engineering and Applied Science Tribunal, by petition to the president by a majority of the voting members of the Engineering and Applied Science Tribunal, or at the discretion of the president. All members of the Engineering and Applied Science Tribunal shall be notified of the meeting at least 72 hours prior to the meeting.

## **Article VII – University Advisor**

### **Section 1: Appointment**

The university advisor(s) shall be a full-time member(s) of the faculty of the College of Engineering and Applied Science. The advisor(s) shall be appointed by the Executive Board.

### **Section 2: Status**

The university advisor(s) shall act in a consulting status as stated in Section 4 of the CEAS Tribunal bylaws.

## **Article VIII – Amendment of Constitution**

### **Section 1: Amendments**

This constitution may be amended when the proposed amendment is passed by two-thirds of the voting members of the Engineering and Applied Science Tribunal and with approval of the appropriate governing body. Members on work section shall be given the opportunity of voting by absentee ballot. No amendment may be proposed to the Engineering and Applied Science Tribunal and voted upon during the same meeting

or sooner than one week after it is proposed. The process to amend the constitution may be conducted no more than once a semester.

## **Section 2: Ratification**

This constitution shall become effective after it has been approved by two-thirds vote of all voting members of the Engineering and Applied Science Tribunal as defined by Section 2, Article III of the Constitution and approved by the appropriate governing body.

## Document History

### **2021-2022, Summer**

Review Conversion Committee

*Chair:* Alex van Haaren

*Members:* Ahsan Subzwari, Bailey Freeland, Izzy Meltzer, Max Muhlbaier, Nicholas Reiner, Nick Legters, Oscar Cronin, Robbie Schad, Taylor Morgan, Vu Pham

### **2015-2016, Summer**

Review Conversion Committee:

*Chair:* Troy Le

*Members:* Emily Demjanenko, Tim Kemper, John Lewnard, Emma Lowe, Chris Stone, Michael Santacroce, Heath Palmer, Nathan Hamit, Nathan Tiffany, Irene Mysonhimer, Paige Johnson, Steven Ankney Andrew Droesch, Max Inniger

### **2015-2016, Spring**

Review Conversion Committee:

*Chair:* Jared Wood

*Members:* Christopher Stone, Charlie Hinton, Max Inniger, Emma Lowe, Emily Demjanenko, John Lewnard, Tim Kemper, Dane Sowers, Nathan Hamit, Andrew Droesch, McKenzie Kinzbach, Carlo Perottino, Andrew Griggs, and Khaled Aboumerhi

### **2014-2015**

Review Conversion Committee:

*Chair:* Hannah Kenny and Madeline Adams

*Members:* Alison Hayfer, Dane Sowers, John Lewnard, Charlie Hinton

### **2012-2013**

Review Conversion Committee:

*Chair:* Cody Clark

*Members:* Aaron Rumburg, Andrew Griggs, Mark Gruenbacher, Hannah Kenny, Peter Beaucage

### **2011-2012**

College of Engineering and Applied Science Tribunal Semester Conversion Committee:

*Chair:* Jessica Gearhart

*Members:* Phillip Langenkamp, Shyamal Ruperal, Cody Clark, Megan Fox, Peter Beaucage, Ken Okoye

### **2010-2011**

Review Committee

*Chair:* Caroline Mayo

*Members:* Timothy Janek, Cody Clark, Maesa Idries, Phillip Langenkamp, Ken Okoye, Rob Pukay-Martin, Shyamal Ruparel

### **2009-2010**

College of Engineering and Applied Science Tribunal Merger Committee:

*Chair:* Jay Payne

*Members:* TJ Corder, Cody Clark, Alexis Owen, Timothy Janek, Vincent Notaro, Whitney Owen, Shyamal Ruparel, Alexzandra Spatholt, Phillip Langenkamp, Steven Wampler, Alex Villari

### **2008-2009**

Review Committee:

*Chair:* Phillip Langenkamp

*Members:* TJ Corder, Tim Janek, Sean McCabe, Terrance McGuire, James Payne

**2006-2007**

Review Committee

*Chair:* Sean McCabe

*Member:* Craig Agne, TJ Corder, Ron DuPlain, Jeremy Lavergne, Johnathan Moor, Andrew Severyn

# University of Cincinnati

## Engineering and Applied Science Tribunal

### Bylaws

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## **Section 1: Duties of the Officers**

### **Part A: President**

The president shall:

- call and preside at all meetings of the Engineering and Applied Science Tribunal and the Executive Board
- receive all complaints, requests, and notification of matters to be brought before the Engineering and Applied Science Tribunal, which includes notifying appropriate parties related to constructive criticism.
- represent, or appoint someone to represent, the student body of the College of Engineering and Applied Science at all meetings and occasions where a representative is requested or appropriate,
- be an ex-officio member of all standing and ad hoc committees,
- regulate and oversee the Elections Oversight committee of the Engineering and Applied Science Tribunal
- answer inquiries to the Engineering and Applied Science Tribunal that do not require a vote.
- appoint the chief of staff, and
- check officers' GPAs.

### **Part B: Vice President of Collegiate Affairs**

The vice president of collegiate affairs shall:

- be the default presidential appointee as described in Section 1, Part A of these bylaws,
- preside at all meetings of the Engineering and Applied Science Tribunal and Executive Board in the absence of the president, regulate and oversee the Academic Affairs, Career Development Engineering Student Organization Council, and First Year Engagement committees of the Engineering and Applied Science Tribunal, and perform other such duties as assigned by the president.

### **Part C: Vice President of Events**

The vice president of events shall:

- be the default presidential appointee as described in Section 1, Part A of these bylaws in the absence of the vice president of collegiate affairs,
- preside at all meetings of the Engineering and Applied Science Tribunal and Executive Board in the absence of the president and the vice president of collegiate affairs, regulate and oversee the Engineering Week, Social Events, and College Wide Events committees of the Engineering and Applied Science Tribunal, and perform other such duties as assigned by the president.

### **Part D: Chief of Staff**

The chief of staff shall:

- be the default presidential appointee as described in Section 1, Part A of these bylaws in the absence of the vice president of events,
- preside at all meetings of the Engineering and Applied Science Tribunal and Executive Board in the absence of the president, vice president of collegiate affairs, and vice president of events, regulate and oversee the Communications, Innovation, Secretary, Technology, Internship and Ways and Means committees of the Engineering and Applied Science Tribunal,
- assist the president in creating the annual report of the tribunal's accomplishments and applying for any applicable student group awards,
- serve as an advisor to the President and perform other such duties as assigned by the president.

## **Part E: Treasurer**

The treasurer shall:

- be the default presidential appointee as described in Section 1, Part A of these bylaws in the absence of the chief of staff,
- preside at all meetings of the Engineering and Applied Science Tribunal and Executive Board in the absence of the president, vice president of collegiate affairs, and vice president of events,
- have charge of all monies that come into the possession of the Engineering and Applied Science Tribunal,
- report all transactions, upon request, to the Executive Board at each of the Executive Board meetings,

Additional duties of the treasurer in relation to the Engineering and Applied Science Tribunal's revenue are defined in Section 6, Part B of these bylaws.

# **Section 2: Officer Elections**

## **Part A: Presidential Elections**

The election of the president shall be by secret ballot at the second to last spring semester meeting. Nominations shall be opened at the third to last meeting of spring semester and closed one week prior to the presidential election. Ballots along with copies of the speeches shall be sent out one week in advance to all members. Those not able to attend shall rank their presidential choices in order to accommodate Section 2, Part H of these bylaws. The ranking will be used to cast a vote for the appropriate individual at the top of each member's list each round. The ballots shall be returned directly to the incumbent president before the spring election meeting. The incumbent president and the incumbent secretary will count the ballots. In the event that the incumbent secretary or the incumbent president is running for the office, the next default presidential appointee that is not running for president will assist in the counting of the votes. The candidate with the most votes as determined by an absolute majority will become the president elect.

## **Part B: Vice President of Collegiate Affairs, Vice President of Events, and Treasurer Elections**

The vice president of collegiate affairs, vice president of events, and treasurer nominations shall be opened at the second to last meeting of each semester. Nominations shall be closed immediately prior to each

respective election. In the event of no nominations for the position, an election will be held for said position at the end of the next semester. Elections shall occur at the end of every semester for the second semester following the current semester's end. Therefore, fall semester elections will elect for summer, spring for fall, and summer for spring. Elections shall be held at the final meeting of the aforementioned semesters with the voting members of the corresponding section. The candidate with the most votes as determined by an absolute majority will become officer elect of the respective office.

### **Part C: Election Drop-Down Procedure**

In the event multiple candidates are running for the same office, those candidates who are not elected to office have the option of running for only one other office of their choice for which they are eligible. If there is a need to suspend this rule, a two-thirds vote is required from the present voting body. The elections shall proceed in the following order: president, vice president of collegiate affairs, vice president of events, treasurer.

### **Part D: Senator Elections**

Senator elections shall proceed as stated in the Senator Election Rules and Guidelines. The Senator Election Rules and Guidelines must be approved by a two-thirds vote of the executive board. After winning an election and accepting the position, no senator may run for any other officer position that has an overlapping term or hold another elected position of office in Undergraduate Student Government, unless granted by a two-thirds vote of the present voting body and upon approval by the appropriate governing body. However, senators may be appointed to an Engineering and Applied Science committee chair position through the appointment process described in Part C, Section 3 of the bylaws. No further approval is needed for this appointment. Senators shall be elected for a full year term.

### **Part E: Chief of Staff Appointment**

The appointment of the chief of staff shall be the responsibility of the president. The president must choose a chief of staff by the beginning of each semester. The chief of staff appointment does not require officer or executive approval.

### **Part F: Election Balloting**

In the event that an officer election balloting round does not result in an absolute majority being declared for one candidate, half of the slate (rounding down) shall be eliminated and balloting will occur again. This process shall continue until a candidate has achieved an absolute majority and can be declared elected. In the event there is a tie between candidates and there is not an absolute majority declared for another candidate, those tied at or above the elimination level will remain. If this results in a deadlock, the chair of the meeting shall announce that one more round of balloting will occur. If the deadlock is not broken, the chair shall cast the appropriate number of votes to declare an absolute majority for a candidate.

### **Part G: Commencement of Terms**

The president shall begin their term of office at the start of the final meeting of spring semester and shall continue for one year. The vice president of collegiate affairs, vice president of events, chief of staff, and treasurer shall begin their term of office on the first day of the semester for which they were elected.

### **Part H: Officer Eligibility**

Officer eligibility shall be determined as outlined in Article V of the constitution.

## **Part I: Invalid Elections**

Failure to follow the election procedure of this section constitutes grounds for invalidating the particular election. The final authority for determining if an election is invalid and the process for completing a new election will be defined by the Student Court of Undergraduate Student Government.

## **Section 3: Executive Board**

### **Part A: Executive Board Members**

The Executive Board shall consist of all members as stated in Article V, Section 4 of the College of Engineering and Applied Science Tribunal Constitution. In addition to completing the responsibilities outlined below, all executive members of Engineering and Applied Science Tribunal are expected to attend all general and executive meetings.

### **Part B: Standing Committee Definitions**

Collegiate Affairs:

1. **Academic Affairs:** This committee shall assure student participation on all academic related committees for the College of Engineering and Applied Science, provide opportunities for students to learn, and allow for students to voice their concerns regarding the CEAS curriculum.
2. **Career Development:** This committee shall provide CEAS students with the opportunity to develop career-related skills and relationships with employers by organizing and hosting career fair(s) and other events where students and company representatives can interact.
3. **Engineering Student Organization Council (ESOC):** This council shall work to increase collaboration among all College of Engineering and Applied Science student groups.
4. **First Year Engagement:** This committee shall sponsor programs that promote freshmen-to-freshmen interaction through social events, leadership development, community service, and college engagement. It shall also oversee the planning of FYE Fest, otherwise known as College Day.
5. **Equity and Inclusion:** This committee is responsible for reviewing and researching issues pertinent to ensuring the protection and promotion of diversity and student rights within the College of Engineering and Applied Science. This includes ensuring that Engineering and Applied Science Tribunal properly represents the interests of all students within the college. This committee shall also be responsible for ensuring that all Engineering and Applied Science Tribunal members have access to training on equity and inclusion.

Events:

1. **Engineering Week:** This committee shall organize a fun-filled week of events and a banquet to promote engineering during the nationally celebrated Engineer's Week in February. This committee will also coordinate a week dedicated to service and philanthropic initiatives during the Fall semester.
2. **Social Events:** This committee shall plan social events and community service events to engage members within the College of Engineering and Applied Science.
3. **College Wide Events:** This committee shall be responsible for planning events that engage both students and faculty within the college. These events include but are not limited to, the Order of the Engineering Ceremony, Engineering Luau, Staff Appreciation Lunch, and CEAS Showcase.

The Staff:

1. **Communications:** This committee shall publicize Tribunal by posting signs and submitting articles to an appropriate publication. This committee is responsible for publicizing Tribunal electronically through e-mail and the home page, for the content of the Engineering and Applied Science Tribunal electronic bulletin board (e-Bullet), college-wide student activities calendar, and all social media accounts. This committee shall also be responsible for all awards and scholarships.
2. **Innovation Committee:** This committee shall be responsible for pursuing and completing new projects to benefit the students of the College of Engineering and Applied Science.
3. **Internship Committee:** This committee shall be responsible for managing the Engineering and Applied Science Tribunal Internship Program. The program is focused on educating interns regarding the Engineering and Applied Science Tribunal and the college as a whole.
4. **Secretary:** This person shall take minutes at all executive meetings and general meetings, distribute electronic copies of the minutes to the Executive Board, and be responsible for recording the attendance of Engineering and Applied Science Tribunal. They will also be responsible for moderating content on all Engineering and Applied Science Posting Boards.
5. **Technology:** This committee shall be responsible for the computing systems in the Engineering and Applied Science Tribunal Office and the security of the data on the systems. Additionally, the committee shall oversee the web site, email, and other electronic forms of communication, as well as attend UCIT and Office of College Computing, and/or any technology related meetings hosted by the college or university.
6. **Ways and Means:** This committee will be responsible for the review of the Constitution and Bylaws of the Engineering and Applied Science Tribunal. This committee will remain vacant unless one officer approves its formation. If this committee is to be formed, the default chair appointee of this committee is the vice president of college affairs.

Non-affiliated:

1. **Elections Oversight Committee:** This committee shall be responsible for overseeing all elections for officer positions in the Engineering and Applied Science Tribunal. Members of this committee must be approved by the executive board of the Engineering and Applied Science Tribunal.

### **Part C: Executive Board Appointment**

Each executive board member will be appointed by a committee of the president, vice president of collegiate affairs, vice president of events, and senators. To be appointed to a position, the appointee must submit an application to this committee before their selection meeting. The application must be made available by the final meeting of the previous semester. The selection meeting must take place before the first meeting of the semester. At the selection meeting this committee will specify term length for each position with a maximum term of one year. In the event of a resignation of an executive board member mid-term, a committee of the president, vice president of collegiate affairs, vice president of events, and senators will be convened to determine a replacement for that position.

## **Section 4: University Advisor Duties**

The faculty advisor shall assist the Engineering and Applied Science Tribunal in matters that require faculty assistance. In addition, they shall keep in accordance with University Rules.

The University Advisor shall consult with the CEAS Tribunal and ensure that activities are consistent with the stated purposes of the organization.

The University Advisor is required to attend an Advisor Training sponsored by the Office of Student Activities and Leadership Development every two years.

The University Advisor has an obligation to know the rules and regulations governing the handling of all funds and to assist and advise the treasurer in all financial matters and to co-sign checks.

## **Section 5: Ad Hoc Committees**

Ad hoc committees shall be established by the president, with the president being responsible for the appointment and removal of the chairperson. Dismissal of committee chairs shall proceed as described in Section 3, Part C of these Bylaws and Section 8, Part B of the Bylaws, respectively.

## **Section 6: Revenue**

### **Part A: General Spending Policy**

No reimbursements of any amount shall be made without an itemized receipt or invoice and an expense summary. All persons who turn in receipts are responsible for them until reimbursed. Therefore, one should retain a copy of all receipts until the expenses are reimbursed.

All checks from the organization shall require two signatures. The following officers have protected signing privileges: treasurer, president, vice president of collegiate affairs, the vice president of events, and chief of staff. The president shall have the power to appoint authorized check signers upon majority approval of the Executive Board. Either party shall retain the right to remove authorization from a signer. The checks shall not be written until receipts are provided as stated above. Once a check has been drafted the receipt should be included with it for review by the second signer and a copy of the transaction filed for historical purposes, with a notification sent to the treasurer within 48 hours of filing the necessary paperwork.

All signers are responsible for seeing that the specific preceding guidelines outlined above for spending approval are followed and assure there are adequate funds to cover the transaction. Additional policies may be written by the treasurer and approved by a majority vote of the exec board.

### **Part B: Additional Treasurer Duties**

1. The treasurer shall collect and receive all funds paid to the student organization and shall deposit them in the official depository.
2. The treasurer shall be responsible for the petty cash.
3. The spring semester treasurer is responsible for completion of the organization's Final Year-End Report, which is due no later than the final day of the spring semester of the respective year.
4. The summer semester treasurer is responsible for the compiling of the organization's Yearly Budget, which is due no later than the final day of the summer semester.
5. The treasurer shall keep the accounts and books current, which must be open at all times to inspection by any officer, the Executive Board, or any authorized auditor.
6. All transactions shall be processed within two weeks of submitting the proper documentation.
7. The treasurer is responsible for education of his/her successor on the obligations of this position.

## **Section 7: Attendance and Dismissals**

A student whose membership in the Engineering and Applied Science Tribunal has been terminated in any manner shall forfeit all interest in any funds or other property belonging to the Engineering and Applied Science Tribunal and may not use the organization's name in connection with any further activities.

## **Section 8: Impeachment and Dismissal of Officers and Executive Board Members**

### **Part A: Officer Removal**

Any member may initiate officer removal by the following procedure:

1. Petition the Executive Board with signatures of 1/3 of all the current section's voting members. The petitions should state the reason(s) for removal.
2. The Executive Board shall then vote to determine if the officer should be suspended from office until a removal vote can be held and shall call for a removal vote within fourteen days of the filing of the petition. A 2/3 vote of executives (excluding the accused officer) is required to suspend an officer.
3. The membership of Engineering and Applied Science Tribunal shall be notified at least one week prior to the removal vote meeting.
4. At the meeting for removal, the petition's stated grievances shall be made public and the officer charged shall be allowed to respond to the charges of the petition.
5. Removal from all offices excluding president shall require a vote of 2/3 of all their section's voting members.
6. Removal from presidential office shall require a vote of 2/3 of all of the current section's voting members, any members on work section attending the meeting, and any absentee ballots cast.

### **Part B: Executive Board Member Removal**

Any member may initiate Executive Board member removal by the following procedure:

1. Petition the Executive Board with signatures of 1/3 of all of the current section's executive members or the signatures of each member of the committee as described in Section 3, Part C of these bylaws. The petitions should state the reason(s) for removal.
2. The Executive Board shall then vote to determine if the accused executive member should be removed from the executive board.
3. A 2/3 vote of the executive board, not including the accused member, is required to remove an executive member from the board.
4. Should the president choose to exercise their right to name any person to the executive board as stated in Article V, Section 4 of the Constitution, a 2/3 vote of the executive board, instead of an absolute majority, is required for any member previously removed from the executive board in the manner stated above.

## **Section 9: Vacancy of Office**

In case of the absence of any officer or senator, an interim acting officer shall be appointed by the Executive Board. The president shall call for an election within fourteen days after the vacancy of the office occurs. The election shall be conducted as stated in Section 2 of these bylaws. Should the office of president become vacant, the vice president of collegiate affairs shall fulfill the role of acting president until an election for president can be held. The vice president of events shall call for the election for the president within fourteen days of the vacancy of the office. The vice president of events shall preside over the presidential election. Should the new president resign from an officer position, they will hold elections as covered in this section to fill the position.

## **Section 10: Dissolution**

Upon the dissolution of the CEAS Tribunal for any reason, all work, funds, and property controlled by the organization will be transferred to the University of Cincinnati or to an organization that models the organization's purpose.

The Advisor and executive officers of the student organization will oversee the dissolution process.

## **Section 11: Non-Hazing Clause**

The laws of the state of Ohio and the University of Cincinnati policies concerning hazing shall be observed.

Hazing shall be defined as participating in or allowing any act or coercing another, including the victim, to do any act that creates a substantial risk of causing mental or physical harm to any person. A forced or coerced activity shall also be considered hazing when the initiation or administration into, or continued affiliation with, a university organization is directly or indirectly conditional upon performing the activity. In no event shall the willingness of an individual to participate in such an activity serve as defense in cases of hazing.

Actions and activities, which are explicitly prohibited, include, but shall not be limited to the following:

- a. Any activity that creates a substantial risk of physical or mental harm.
- b. Paddling, beating, or hitting individuals.
- c. Wearing anything designed to be degrading or to cause discomfort.
- d. Depriving individuals of the opportunity to obtain a minimum of six hours of sleep per day, proper and adequate means, or access to means, of maintaining body cleanliness.



- e. Activities that interfere with an individual's academic efforts by causing exhaustion or loss of reasonable study time.

## **Section 12: Amendment of Bylaws**

These bylaws may be amended when the proposed amendment is passed by two-thirds of the voting members of Engineering and Applied Science Tribunal and with approval of the appropriate governing body. Members on work section shall be given the opportunity of voting by absentee ballot. No amendment may be proposed to the Engineering and Applied Science Tribunal and voted upon during the same meeting, or sooner than one week after it is proposed.

## **Section 13: Parliamentary Authority**

The University of Cincinnati Engineering and Applied Science Tribunal shall be governed by any special set of rules that they may choose to adopt that are also consistent with the bylaws and the constitution of the organization. In cases where these rules of order are not applicable, or are deemed unsatisfactory for the proceedings, the parliamentary rules of order found in the current edition of Robert's Rules of Order shall be used where they do not conflict with the bylaws or constitution.

## **Section 14: Mandatory Trainings**

The University of Cincinnati Engineering and Applied Science Tribunal executive board are the exemplification of the engineering and applied science student body and opinion and need to have training on issues that affect our college. This training shall be required of all members of the executive board whom must attend 1 hour of Cultural Intersectionality training over the course of their term. This training can be offered through different offices on campus, and with approval from the officers and Equity and Inclusion chair, off campus training, including but not limited to the Office of Inclusive Excellence and Community Engagement, Office of Equal Opportunities and Access, Office of Gender Equity and Inclusion, Ethnic Programs and Services, Disabilities Services, OMBUDS, LGBT Office, and the Women's Center.

This training is required unless extenuating circumstances arise and absence is verified with the President.

Training is determined by the officers and the Equity and Inclusion chair. Those members will decide the basis of the Cultural and Intersectionality Training and can choose from set options the variety of training necessary to meet the required standards. Training will be offered in various forms to accommodate varying schedules. The Office of Inclusive Excellence and Community Engagement will be in working partnership with the University of Cincinnati Engineering and Applied Science Tribunal to help facilitate some sessions of training.

## Document History

### 2021-2022

Review Conversion Committee

*Chair:* Alex van Haaren

*Members:* Ahsan Subzwari, Bailey Freeland, Izzy Meltzer, Max Muhlbaier, Nicholas Reiner, Nick Legters, Oscar Cronin, Robbie Schad, Taylor Morgan, Vu Pham

### 2019-2020, Summer

Review Conversion Committee:

*Chair:* Logan Lindsay

*Members:* N/A

### 2018-2019, Fall

Review Conversion Committee:

*Chair:* Christopher Stone

*Members:* Kareem Elgafy, Logan Lindsay, Grant Schroeder, Nathan Halbisen, Ashley Ramsey, Nathan Tiffany, Emma Lowe, Nathan Hamit, Tim Kemper, Jim Ohler

### 2015-2016, Summer

Review Conversion Committee:

*Chair:* Troy Le

*Members:* Emily Demjanenko, Tim Kemper, John Lewnard, Emma Lowe, Chris Stone, Michael Santacroce, Heath Palmer, Nathan Hamit, Nathan Tiffany, Irene Mysonhimer, Paige Johnson, Steven Ankney, Andrew Droesch, Max Inniger

### 2015-2016, Spring

Review Conversion Committee:

*Chair:* Jared Wood

*Members:* Christopher Stone, Charlie Hinton, Max Inniger, Emma Lowe, Emily Demjanenko, John Lewnard, Tim Kemper, Dane Sowers, Nathan Hamit, Andrew Droesch, McKenzie Kinzbach, Carlo Perottino, Andrew Griggs, and Khaled Aboumerhi

### 2014-2015

Review Conversion Committee:

*Chair:* Hannah Kenny and Madeline Adams

*Members:* Alison Hayfer, Dane Sowers, John Lewnard, Charlie Hinton, Andrew Griggs

### 2012-2013

Review Committee

*Chair:* Cody Clark

*Members:* Aaron Rumburg, Andrew Griggs, Mark Gruenbacher, Hannah Kenny, Peter Beaucage

### 2011-2012

Semester Conversion Committee

*Chair:* Jessica Gearhart

*Members:* Phillip Langenkamp, Shyamal Ruperal, Cody Clark, Megan Fox, Peter Beaucage, Ken Okoye

### 2010-2011

Review Committee

*Chair:* Caroline Mayo

*Members:* Tim Janek, Cody Clark, Maesa Idries, Phillip Langenkamp, Ken Okoye, Rob Pukay-Martin, Shyamal Ruparel

**2009-2010**

College Merger and Review Committee

*Chair:* Jay Payne

*Members:* TJ Corder, Alexis Owen, Whitney Owen, Steven Wampler, Tim Janek, Phillip Langenkamp, Alex Villari, Vincent Notaro, Alexzandra Spatholt, Shyamal Ruparel

**2008-2009**

Review Committee

*Chair:* Phillip Langenkamp

*Members:* TJ Corder, Tim Janek, Sean McCabe, Terrance McGuire, James Payne

**2006-2007**

Review Committee

*Chair:* Sean McCabe

*Members:* Craig Agne, TJ Corder, Ron DuPlain, Jeremy Lavergne, Johnathan Moor, Andrew Severyn

**2003-2004**

Review Committee

*Chair:* Joe Rocklin

*Members:* Austin Calico, Kurt Egbers, Jeremy Lavergne, Kurt McGinnis, Gwen Steinberger