



## **Engineering Governing Council**

*The legislative body representing the students of the School of Engineering at Rutgers University.*

# **Engineering Governing Council Constitution**

## **Article I: The Engineering Governing Council**

### **Section 1: Establishment of the Engineering Governing Council**

1. The legislative body representing the students of the School of Engineering at Rutgers University shall be known as the Engineering Governing Council, hereafter referred to as the Council.

### **Section 2: Objective of the Council**

1. The Council exists to enhance the structure of the School of Engineering by:
  - (a) Providing a link between students, faculty, and alumni of the School of Engineering,
  - (b) Promoting communication between the students in various departments to create a coherent voice for the School of Engineering,
  - (c) Establishing an independent voice in the Rutgers community representing the School of Engineering,
  - (d) Providing guidance and support for engineering student organizations, and
  - (e) Allocating student fees among eligible societies and the Council.

## **Article II: Membership of the Council**

### **Section 1: Composition of the Council**

1. The Council shall consist of:
  - (a) Executive Board consisting of a President, an Internal Vice-President, an External Vice-President, a Treasurer, a Secretary, and a number of Senators dictated by the University Senate.
  - (b) Five General Representatives from each class year (freshman, sophomore, junior, and senior).
  - (c) One Society Representative from each Society recognized by the Council.
  - (d) Members At-Large from the Rutgers University student body.

### **Section 2: Eligibility**

1. Candidates for President, Internal Vice President and Treasurer must be an undergraduate student of the School of Engineering and have served on the Council as a voting member for the fall and spring semesters prior to their candidacy.
2. Candidates for External Vice President, Secretary, and University Senator must be an undergraduate student in the School of Engineering.
3. All undergraduate students of the School of Engineering are eligible to run for the position of Class Representative for the class year they are registered under at the time of elections.
4. All Representatives must be from the class year that they represent.
5. All undergraduate students of Rutgers University are eligible to become Members At-Large.
6. Society Representatives must be members of the Society that they are representing, and must be selected by the Society.
7. No student shall hold more than one position that is allowed a vote (see article III, Section 3).
8. All students holding a position on the Council must be in good academic standing as defined by the School of Engineering. If at any time during the term a member fails to keep up a good academic standing, the member must relinquish all positions and titles held until they return to good academic standing.

### **Section 3: Terms of Office**

1. All members shall hold office for a one-year term, starting on May 1<sup>st</sup> of the year elected.
2. Any officer filling a vacancy after a term has begun may only serve for the remainder of the current term.

## **Article III: Responsibilities of the Membership**

### **Section 1: Procedures**

1. The current edition of Robert's Rules of Order Newly Revised, by Henry M. Robert, shall be the parliamentary authority for all business conducted by the Council.
2. All Council meetings shall be open to all individuals with 72 hour, unless the Council, by majority vote, decides to close any portion of the general body meeting.
3. All members, voting and non-voting, shall have all the rights and responsibilities give to them by this constitution and by the aforementioned Robert's Rules of Order Newly Revised.

### **Section 2: Meetings**

1. Meetings will be held, at minimum, on a biweekly basis.
2. The Executive Board shall prepare and announce the tentative scheduled dates, times, and places of meetings for each semester one week prior to the beginning of the semester.
3. Absences from Council meetings shall be excused due to medical reasons, family deaths, or exams conflicting with meetings. The Internal Review Committee Chair shall determine if the absence satisfies the above requirements and if the member is excused.
4. Each Senator must attend University Senate meetings, as well as Council meetings, and relay to the Council the proceedings of the University Senate meetings.
5. Voting can only occur when a quorum is present. A quorum is defined as fifty percent of the voting Council members plus one.

### **Section 3: Voting**

1. The voting members of the Council shall consists of:
  - (a) The members of the Executive Board,
  - (b) General Representatives of each class year, and
  - (c) Society Representatives.
2. The non-voting members of the Council shall consists of:
  - (a) The representatives to and from other organizations not recognized by the Council,
  - (b) Members At-Large, and
  - (c) Alumni
3. The Chair may not vote on any issue, except where their vote would affect the final outcome of the vote.
4. All voting procedures will follow the aforementioned Robert's Rules of Order.
  - (a) Each voting member is allowed only one vote.
  - (b) Society Representatives cannot vote on funding allocations.

### **Section 4: Committees**

1. All committee meetings shall be open to the public, unless otherwise announced by the Executive Board.
2. Each voting council member shall, at all times, be an active member of at least one Council committee.
3. The President holds the right to appoint a council member to a committee.
4. All committees must meet at a minimum of twice a month.
5. Committee Chairs are expected to report their activities at all General meetings.
6. The President has the power to create and dissolve ad hoc committees as the need arises with the approval of the Executive Board. This does not apply to standing committees.

## **Section 5: Probation, Impeachment, and Vacancies**

1. Any Council member, other than Society Representatives, with an unexcused absentee rate as defined by the Attendance Guidelines or who is derelict in the performance of their duties shall be tried for impeachment.
2. Any University Senator with an unexcused absentee rate of fifty percent or more of the regularly scheduled University Senate meetings shall be tried for impeachment. If the Senator is impeached, he/she must relinquish their position on the University Senate, and all Senate committees.
3. Impeachment charges can be brought against any council members for misconduct, misfeasance, omission of duty, or a violation of this Constitution or the Council's Standing Rules.
4. Any person may make a complaint against a council member or society representative to the Internal Review Committee Chair.
5. The Internal Review Committee will conduct an investigation to determine the validity of the charges and propose a bill at a closed meeting of the Council. If the bill passes with a 2/3 majority vote of those present, the council will carry out the bill. The accused member will not have a vote and will not be counted for quorum. If the President is the member standing trial, the Internal Vice President shall assume the position of Chair for the proceedings.
6. Absence of the President shall be filled in accordance with the Standing Rules.
7. All remaining officers, senators, and class representatives should be replaced with any eligible person by a majority vote.
  - (a) If someone is interested in running for a vacant general representative position, they must meet the eligibility requirements as stated in the election guidelines.
  - (b) The candidate(s) will make a short speech about themselves which will be followed by a short question and answer session.
  - (c) After all candidates for the vacant position have spoken, the Council may debate amongst itself before having a vote by secret ballot unless there is a motion otherwise. The winner will be given the position immediately.
8. Any University Senator whose Council seat is vacated shall immediately relinquish their seat on the Senate and on any Senate committees.
9. Any vacancies amongst the Executive Board shall be filled at the discretion of the remaining Executive Board.

## **Section 6: Societies**

1. Any Society with an unexcused absence rate as determined by the Attendance Guidelines or is derelict in their duties shall be investigated by the Internal Review Committee and acquire probationary status. After an investigation, the Internal Review Committee shall determine the appropriate action, including but limited to freezing funding or removing a society from the council.
  - (a) Any society placed on probation may appeal to the Council no later than one general body meeting after being placed on probation in which case the Internal Review Committee will review the society in question.
  - (b) The probation period will last for the rest of the current Academic School Year.
2. The External Vice President will keep an updated list of recognized societies.
3. Society Representatives must meet the requirements as outlined in Article II Section 2.
4. In order to start/revive a society, you must do the following:
  - (a) Submit your constitution and/or bylaws to the Engineering Governing Council.
  - (b) Have at least 10 members in your society, half of which have to be in the School of Engineering.
  - (c) Have a President, Treasurer, and at least one other executive board member.
  - (d) Have a faculty advisor.
5. Once the terms in Article III §6.4 have been met, and meets the approval of the Society Affairs Committee, a bill will be presented to the Council to ratify the new Society. The bill must be tabled at least one week before voting, at which point it requires a 2/3 majority vote to pass.

## **Article IV: Powers of the Council**

### **Section 1: The Executive Board**

1. The Executive Board shall be comprised of the officers of the Council: the President, the Internal Vice President, the External Vice President, the Treasurer, the Secretary, and the Senators.
2. The Executive Board, at any time, may call a special meeting of the Council, giving 24 hours notice to the voting members.
3. The Executive Board may act on behalf of the Council on funding issues under \$200 and/or when the Council is in recess.

### **Section 2: The Membership**

1. The Council shall serve as an advocate of the student body of the School of Engineering.
2. The Council shall act as a representative of and to the student body of the School of Engineering, and in that capacity, advise all levels of the School and University administration on all issues of concern to the students of the School, and to pass resolutions expressing the collective judgment of the Council on all matters affecting the School, University, or any part of the surrounding community.
3. The Council shall provide School-wide services.
4. The Council shall review and approve or revoke the constitution of School of Engineering recognized student organizations based on its compliance with the Engineering Governing Council Constitution.
5. Once the society's Constitution is brought up for review, a vote shall be taken no sooner than the next regularly scheduled meeting.
6. The Council can review the actions of any recognized society and place that society on probation and/or freeze its funds.
7. The Council shall enact any and all rules and guidelines that shall be necessary and proper to carry out the forgoing powers.
8. The Council may not pass any resolution or commit any action that is a violation of Federal or State Constitutions or laws or of this constitution, or that would discriminate against any person on the basis of race, ethnic background, sex, physical ability, age, sexual orientation, or political or religious orientation. Any resolutions passed that are in violation shall be considered null and void.

## **Article V: Referendums and Resolutions**

### **Section 1: Referendum**

1. A referendum may be used to challenge any decision or course of action of any division of student government, and to pose non-binding public questions to the engineering student body.
2. A referendum question shall be worded by a majority vote of the Council placed on the ballot by a 2/3 majority vote, or if at least five percent of the students of the School of Engineering petition the Council.
3. Once a question is approved by the Council, it shall not be revised in any way.
4. No referendum results shall be construed to limit the functions of any division of student government unless explicitly stated in the referendum question

### **Section 2: Referendum Procedure**

1. A referendum will require at least five percent of the students of the School of Engineering to participate in the voting for it to be considered valid. The number of students shall be determined by using the latest figures available from the registrar.
2. The referendum must be completed within ten school days if requested by the party placing the question.

## **Article VI: General Provisions**

### **Section 1: Obligations**

1. No member of the Council shall receive any funds for Council services rendered during the member's term of office, excluding reimbursements.
2. No policy shall be formulated, enforced, or considered valid if it is in violation of local, state, or federal laws or ordinances, or if it is in violation of University policy.
3. The Council shall oversee all Society affairs in accordance with the provisions set forth in this Constitution.
4. A faculty advisor shall be selected at the beginning of each academic year. The advisor shall be available as a source of information and advice.
5. All Engineering Societies and the Council shall make a list of their organization's officers for the Dean of Special Programs. Signature cards must also be filed with the Rutgers College Student Fund Accounting Office.

## **Article VII: Amending the Constitution**

### **Section 1: Amendments**

1. Any Council member may introduce an amendment to the Constitution.
2. Any proposed constitutional amendment must be tabled for at least one week before it can be voted upon.
3. An amendment will be considered valid if three-fourths of the Council approves of the proposed amendment. After an affirmative vote to accept the proposed amendment, the amendment will become part of this Constitution.

### **Section 2: Validity of this Constitution**

1. Upon ratification of this constitution, all portions will become effective for the current semester and onwards.

## **Article VIII: Standing Rules**

### **Section 1: Establishment of Standing Rules**

1. There will be the establishment of a group of Standing Rules that will govern procedures involving the Council, committees, and members in their responsibilities.
2. The Standing Rules shall be a single body of rules that may be specific to, but not limited to, one position, committee, or activity.

### **Section 2: Constitutionality of Standing Rules**

1. All Standing Rules established by the Council must agree with rules defined by this Constitution. When reviewing proposed Standing Rules, the Internal Review Committee must ensure that these rules are allowable under this Constitution.
2. If the Internal Review Committee deems an existing Standing Rule to be unconstitutional after the approval of the Council, then the Internal Review Committee may propose an alteration or deletion of the rule in order to make it constitution.

### **Section 3: Proposal of Standing Rules**

1. A Standing Rule may be submitted to the Executive Board by any member of the Council. The Internal Review Committee will then write and propose the rule to the Council within one council meeting of the rule request. There will be a vote by the Council on the proposed rule no later than one meeting after the Internal Review Committee's proposal but the rule may be voted on anytime after the proposal as long as it is before the said deadline.
2. A proposed Standing Rule requires a two-third Council vote of those present to be officiated.

**Section 4: *Altering Standing Rules***

1. Any member of the Council may submit a change to the Standing Rules to the Executive Board. It will be taken care of by the Internal Review Committee in the same manner as a Standing Rule is proposed in Article VIII §3. The proposal will take effect as long as it attains the required 2/3 majority Council vote.