



# Engineering Governing Council

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

## Society Guidelines

### **Article I: Engineering Societies**

#### **Section 1: Societies**

1. A student-run organization that is officially recognized by the Engineering Governing Council is known as an Engineering Society, hereafter referred to as a Society.
2. All organizations recognized by the Engineering Governing Council are collectively referred to as the Engineering Societies, or hereafter referred to as Societies.

#### **Section 2: Objective of Societies**

1. A society recognized by the Engineering Governing Council should benefit the School of Engineering and fulfill at least 1 of the basic conditions defined below:
  - a. Provide technical experience or the application of engineering concepts.
  - b. Provide networking opportunities, career opportunities, or alumni relationships between constituents of students.
  - c. Provide opportunities to develop or learn more about an engineering major or engineering in general.
  - d. Provide academic support for students in the School of Engineering
2. Each Society should have a main objective that differentiates it from any other currently recognized Society.

#### **Section 3: Recognition**

1. To start or revive a society, it must meet all the requirements outlined in Article II §1.
2. A newly recognized Society will be placed under provisional status for the remainder of the semester in which it was recognized.
  - a. In the situation of late semester confirmation, a provisional status shall be put upon the Society for no less than 2 months during the academic school year.
3. Once the terms in Article II §1 have been met, and the Society Affairs Committee approves the new society recognition, a bill will be presented to the Council to ratify the new Society. The bill must be tabled at least 1 week before voting, at which point it requires a 2/3 majority vote to pass.
4. Allocations for the newly recognized Society shall adhere to the Allocation Guidelines.



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## Article II: Requirements of a Society

### Section 1: General Requirements

1. All Societies must meet the following criteria to maintain their recognition status:
  - a. Have an up to date Constitution on file with the Council.
  - b. Have at least 10 undergraduate members in the Society, half of whom must be students in the School of Engineering.
  - c. Have a President and Treasurer.
  - d. Have a Faculty Advisor.
  - e. A representative to attend all Council and Committee meetings, hereafter referred to as a Society Representative.
2. Societies must turn in a list of their organizations officers, and general members to the IRC Committee at the beginning and end of each semester.
3. A Society must not be in violation of any Council or University policies and regulations, Federal or State constitutions, or laws.
4. A Society is responsible for knowing all Council policies such as our Constitution, Attendance Guidelines, Standing Rules, and other relevant documentation.
5. A Society in violation of these requirements will be put on Probation. If a Society fails to correct the violation by the end of the semester in which they were put on Probation, the Society will be removed from the Council without further review.

### Section 2: Society Representatives

1. A Society Representative must be a member of the Society that he or she is representing, and must be selected by the Society.
2. A Society Representative is responsible for relaying information from the Council to his or her respective Society.
3. A Society Representative is expected to report back to the Council on the current activities of his or her respective Society.
4. A Society Representative is expected to meet membership eligibility specified in Article II §2 of the Engineering Governing Council Constitution.

### Section 3: Attendance

1. A Society Representative is required to attend all required meetings as established in the Attendance Guidelines.
  - a. If a Society Representative is unable to attend a meeting, the Society is required to send a proxy to the meeting.



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- b. A proxy is required to fulfill all requirements of a Society Representative, including but not exclusive to: communicating Society updates, voting, and committee duties.
2. The President, Treasurer, and Society Representative are required to attend the annual EGC Leadership Conference.
  - a. If any of the positions listed above are unable to attend, a suitable proxy is expected to attend as a replacement.

## **Section 4: Constitution**

1. A Society Constitutions must comply with the Council Constitution, University policies, and Federal and State constitutions, or laws.
2. The Council shall review and approve or revoke the constitution of School of Engineering recognized student organizations based on their compliance with the Engineering Governing Council Constitution or any other policies.

## **Article III: Violations**

### **Section 1: Constitution**

1. Once the Society's Constitution is brought up for review, a vote shall be taken no sooner than the next regularly scheduled meeting.
  - a. If a Society's Constitution is found to be in violation of the Engineering Governing Council Constitution, the Society will be required to change its constitution to comply.
  - b. If a Society does not alter its constitution, before the next time the Council convenes, the Society will be removed from the Council without further review.

### **Section 2: Attendance**

1. Any Society with an unexcused absence rate as determined by the Attendance Guidelines shall be investigated by the Internal Review Committee and will be placed on Probation.

### **Section 3: Probation**

1. Societies in violation of Council Policy, State or Federal law, or University Policy or is derelict of their duties shall be investigated by the Internal Review Committee and be placed on Probation.
  - a. A Society placed on Probation must schedule a meeting with the Internal Review Committee within 2 weeks after being notified of its probation status. Failure to



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- schedule a meeting will result in the Society being put up for immediate de-recognition.
- b. A 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.
  - c. The Probation period will last for the rest of the current Academic School Year.
2. After the investigation, the Internal Review Committee (IRC) shall determine the appropriate action, including but not limited to freezing funding or derecognizing the Society from the Council.
  3. A Society that has been placed on Probation may have its funding frozen at the discretion of the IRC Chair.
    - a. A Society will have its funding frozen if it is in violation of the Allocation Guidelines.
    - b. A Society who has had its funding frozen is not eligible to apply for mid-semester funding, but may apply for semester funding if they will not be on Probation during the semester for which it will be applying.

## **Section 4: Derecognition**

1. A Society on Probation will be put up for derecognition once they have been investigated by the Internal Review Committee and subsequently determined to be in dereliction of their duties.
  - a. When a Society is up for de-recognition, a bill will be presented to the Council including all the violations that the Society has committed. The bill must be tabled at least 1 week before voting, at which point it requires a 2/3 majority vote to pass.
  - b. If the bill shall pass, the Society shall be removed from the list of active Societies and have their SABO account closed until the society is recognized again.
2. A Society which has been de-recognized must wait 1 year to re-apply to be recognized by the Council.