The Undergraduate Engineering Council (E-Council)

PREAMBLE

The E-Council proclaims that it has been founded and is dedicated to:

1. To Continually improve and enhance the quality of engineering education at Princeton;
2. To promote awareness of the relationship between engineering and society, and to stimulate discussion about social implications of technology;
3. To expose engineering students to the wide variety of career opportunities available to them in engineering and other fields;
4. To respond to requests and suggestions to improve student life by providing means for student interaction and for the creation of new facilities and programs;
5. To provide the administration and faculty of Princeton with student feedback.

ARTICLE I

Name

Section 1. The name of this student organization shall be the

The Undergraduate Engineering Council
shortened to
The E-Council

ARTICLE II

Membership and Structure

Section 1. Participation in this organization’s events will be encouraged among all undergraduate B.S.E. students in the six departments, students who are interested in pursuing engineering-related Certificates, students with an interest in the engineering disciplines, and freshmen who intend to study in the School of Engineering and Applied Science.

Section 2. No person who has expressed interest in the vision and goals of the E-Council, as described in the Preamble, shall be denied access to E-Council’s events and resources.

Section 3. The Council itself consists of members on the Executive Board (see Article III).
ARTICLE III
Executive Board

Section 1. There shall be an Executive Board of Officers, which shall consist of the following: President(s), Treasurer, Secretary, Webmaster/Tech Chair, Chair and Members of the Study Break Committee, Chair and Members of the Mr Engineering and Social Events Committee, Chair and Members of the Teaching Awards and Academic Affairs Committee, and Publicity Chair(s).

Section 2. Responsibilities of the officers are outlined as follows.

1. The President(s) is responsible for overseeing all activities of the Council.
2. Each incoming President must register the new officers of the organization with West College. The incoming President must also register himself and the Treasurer with United Jersey Bank on a Blue Card.
3. The President should organize the Council meetings. This includes reserving the room, providing refreshments, and creating an agenda.
4. The Secretary is responsible for keeping minutes of meetings and records of other Council activities.
5. The Treasurer has check-writing privileges for outside accounts. It is also his responsibility to balance external and University accounts, to handle the submission of budget proposals, and to submit any and all financial statements requested by the University. In the event that the Treasurer is not available, the President will serve as Acting Treasurer.
6. The President will arrange periodic meetings between the officers and the Dean of Undergraduate Affairs to update them on Council projects and activities. There will be at least two meetings of the Executive Council with the Dean of Undergraduate Affairs per semester: one near the beginning of the semester to present the budget proposal, and one near the end of the semester to review the semester's activities.
7. The Advisory Board will consist of graduated Council members who were influential during their Council career, and have expressed an interest in maintaining the Council.
8. Each project of the Council will be controlled by a project committee. When a project is approved by the Council, a committee chair will be selected. It is the committee chair's responsibility to organize the members of the committee as needed to fulfill the goals of the project, to make sure that the project is implemented and finished on time, and to report back to the membership with periodic progress reports.
9. Meetings of the full Executive Board will be held as deemed necessary by the officers, with no fewer than two meetings being held in any given semester. Such meetings are open to anyone who wishes to attend and should be advertised as such. Individual project committees will meet as needed, and such meetings will be headed by the project committee chair.
ARTICLE IV
Selection of Officers

Section 1. Selection of the officers should follow the procedures outlined below:

(1) All officers will be selected simultaneously to serve one-year terms. There are no term limits.
(2) Selection of new officers should be made during Reading Period in January, before the start of the second semester. Candidates are self-nominated or nominated by the outgoing officers, and require the majority vote of the active officers to win election. The previous officers retain veto and tie-breaking powers, although co-officers may be selected at their discretion. It is the responsibility of the current officers to make the transition as smooth as possible.
(3) In the case that an officer resigns his position, the remaining officers shall appoint a new officer to serve the remainder of that term.
(4) In the case that a President steps down, the remaining officers shall decide through discussion which of them is to succeed him. A new officer shall be appointed to fill the resulting vacancy.
(5) Grounds for impeachment of an officer are as follows: the officer under suspicion must be confronted with evidence of grossly improper behavior. The accused then has a chance to defend himself. It will take a unanimous vote of the other three officers to impeach the fourth. This meeting shall be closed to the general public; only officers may attend. The three remaining officers will then follow proper procedure to select a replacement.

ARTICLE V
Activities

Section 1. The activities that the E-Council is devoted to include
(1) The granting of semiannual Excellence in Teaching Awards to recognize outstanding professors and teaching assistants in engineering and the basic sciences;
(2) The publication of materials helpful to students in the engineering school, including Frosh Help, a handbook for freshmen engineers written by current students to welcome them and ease their adjustment;
(3) Conducting surveys across all departments on student life and conveying the feedback from students to members of the faculty and administration of the Engineering School.
(4) The hosting of an online registry to compile information about summer internships previously held by Princeton engineering students;
(5) The organization of biweekly study breaks in the Engineering Quad and Friend Center;
(6) Other social events aimed at fostering a closer engineering community on campus.
(7) The sponsorship of athletic competitions between the individual engineering departments;
(8) Joint initiatives with other engineering student organizations.

ARTICLE VI
Advisory Board

Section 1. The purpose of the Advisory Board shall be:
(1) To maintain continuity of vision;
(2) To develop and sustain contacts with the professional world.

Section 2. Members of the Advisory Board are past members of the Engineering Council. Any interested member of the Council may become a member after graduation. Past officers are automatically granted membership on the Board.

ARTICLE VII
Amendments

Section 1. Any changes to the constitution can be made by the officers as the need arises. These changes are subject to majority approval and extensive discussion in case of a tie.

Section 2. Each time there are changes to the Constitution's purpose or mission, copies highlighting the changes will be distributed to all officers.

ARTICLE VIII
Ratification

Section 1. This constitution will take effect following a unanimous vote of approval by the existing Executive Board.