

**UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN
ENGINEERING COUNCIL CONSTITUTION
Revised March 1, 2009**

PREAMBLE

For the purpose of representing and serving the students of the University of Illinois at Urbana-Champaign College of Engineering in all matters concerning their education and well being, there is hereby established the organization to be known as the Engineering Council. Said Council shall undertake the responsibilities of:

- a) Encouraging the continual improvement of engineering education and professionalism within the college and the university.
- b) Recognizing outstanding students and faculty in the college.
- c) Promoting extracurricular dialogue between students and faculty in the college.
- d) Encouraging membership in the engineering honoraries, professional societies, and College of Engineering committees and participation in college-wide events.
- e) Coordinating student engineering activities with those of other organizations both at the university and throughout the nation.
- f) Establishing and coordinating college-wide committees necessary to serve students.
- g) Sponsoring college-wide events for the good of the college and the students.

ARTICLE I MEMBERSHIP AND VOTING PRIVILEGES

Section I: All student professional and honorary engineering societies recognized by the University of Illinois as Registered Student Organizations shall be eligible for representation. As stated in the Bylaws, other engineering organizations may be granted the privilege of representation. Executive Board officers of the Engineering Council shall be members.

Section II: Voting members of Engineering Council shall consist of the designated representatives from each society and each Executive Board officer. If for any reason, a representative cannot be at a general meeting, the society shall forfeit their vote unless a substitute is sent to cast the vote. The substitute must present a signed note from the actual representative to the Vice-President.

Section III: The general council shall consist of the designated representatives from each member society and each Executive Board member. The Executive Board shall consist of the Executive Board officers.

ARTICLE II EXECUTIVE OFFICES

Section I: The Executive Board officers of the Engineering Council shall be:

- a) President
- b) Vice-President
- c) Corporate Director
- d) Engineering Open House Director
- e) Director of Leadership
- f) Secretary/Treasurer
- g) Dean's Student Advisory Committee Director
- h) Future Enrichment Opportunities Director

- i) Engineering Information Bureau Chair
- j) Student Introduction to Engineering Director
- k) Awards Chair
- l) Publicity Chair
- m) Social Affairs Chair
- n) Service Chair
- o) Director of Information
- p) Knights of St. Pat Chair

Section II: All Executive Board officers shall be elected in the order as listed in Article II--Section I, for a term of one year. The only exception to this rule is the Corporate Director, who will serve for a year as the Corporate Director, serve up until the fall Employment EXPO as the official EXPO Chair, and serve up until the end of the fall semester as the EXPO Advisor. The EXPO Chair shall come to all Executive Board officer meetings as a temporary committee chair with voting privileges until the Employment EXPO. If the EXPO Chair has been elected to another executive office for the current year, he/she shall not be able to cast two votes. Executive Board officers shall be elected at an Engineering Council meeting as defined by Article IV--Section IV. Election to office will be decided by a plurality vote of the general council members present and voting.

Section III: Election procedures shall follow policies outlined in bylaws 700. The Elections Chair shall be the senior most member of the outgoing executive board according to rank as defined in Article II, Section I. The Elections Chair may not be petitioning for office on the new Executive Board.

Section IV: The impeachment of an officer shall require a two-thirds majority vote of the general council. Impeachment proceedings may be undertaken by any member of the Executive Board in the event that an officer fails to execute the duties of office.

Section V: An Engineering Council Executive Board member must maintain a cumulative grade point average of at least 2.5 throughout their term. If at any time an officer's GPA falls below this minimum requirement, it shall be incumbent upon this officer to resign.

Section VI: Any person currently on academic probation shall be prohibited from taking part in any Engineering Council committee. Furthermore, Engineering Council committee members shall be required to maintain a minimum grade point average of 2.25. It shall be incumbent upon the committee member to resign should he/she not meet this minimum requirement.

Section VII: In the case that the office of President is vacated, the Vice-President shall serve in both capacities until the Executive Board appoints a new Vice-President. The new Vice-President shall be subject to approval by the Council by a plurality vote at the general meeting immediately following the appointment. In the event that any other office becomes vacated during the year, the Executive Board shall appoint an interim officer. This appointment will be subject to approval by the Council by a plurality vote. In the event that an interim officer can not be found by the Executive Board or the Council does not approve the interim officer appointed by the Executive Board, an open election subject to the terms in the Bylaws and Constitution will be held. Between the time an officer steps down and a replacement is appointed by the Executive Board, the Executive Board will assume the responsibilities of the vacant office. Immediately following the appointment by the Executive Board, the interim officer shall assume these responsibilities.

Section VIII: When a society representative is elected to any Executive Board office the society which that person represents shall elect a new representative because an Executive Board officer shall represent no society.

Section IX: All executive officers shall submit any announcements that they have for the societies to the Vice-President prior to each general meeting. A final report shall be submitted to the President prior to elections of new officers. Failure to submit this final report shall render an officer ineligible for re-election.

Section X: The technical nature of the position requires that candidates for Director of Information be screened by the Executive Board, pursuant to qualifications established by the incumbent Director of Information, prior to the general election. No nominations will be taken from the floor for this position.

Section XI: The Executive Board of the Engineering Council shall be comprised of all executive officers as well as any temporary chairs that have been deemed necessary by the President and the Engineering Council Advisor. The term "executive board decision" consists of a simple majority of said body.

ARTICLE III COMMITTEES

Section I: Standing committees shall be organized to provide a forum for student input and activities. The following committees, chaired by the executive officer listed in parentheses, shall be known as the standing committees of the Engineering Council:

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| a) | Engineering Leadership Committee | (Director of Leadership) |
| b) | Engineering Employment EXPO Committee | (Corporate Director) |
| c) | Engineering Freshman Committee | (Presidential Appointment) |
| d) | Dean's Student Advisory Committee | (DSAC Director) |
| e) | Engineering Open House Committee | (EOH Director) |
| f) | Engineering Information Bureau Committee | (EIB Chair) |
| g) | Student Introduction to Engineering Committee | (SITE Director) |
| h) | Engineering Council Awards Committee | (Awards Chair) |
| i) | Engineering Council Publicity Committee | (Publicity Chair) |
| j) | Engineering Council Social Affairs Committee | (Social Affairs Director) |
| k) | Knights of St. Pat Selection Committee | (Knights of St. Pat Chair) |
| l) | Engineer's Book Committee | (Publicity Committee Chair) |
| m) | Engineering Council Information Technology Committee | (Director of Information) |
| n) | College Design Competition Committee | (EOH Director) |
| o) | Engineers Week Committee | (Vice-President) |
| p) | Future Enrichment Opportunities Committee | (Future Enrichment Opportunities Director) |
| q) | Service Committee | (Service Chair) |
| r) | Engineering Council Finance Committee | (Secretary-Treasurer) |

Section II: Committee participation shall be open to all engineering students, undergraduate and graduate, actively pursuing a degree at the University of Illinois at Urbana-Champaign.

Section III: Duties of committees shall be as prescribed in the Bylaws.

Section IV: The establishment of a temporary committee and the appointment of its chairperson may be decided by a two-thirds majority vote of the Executive Board of council and the permission of the Engineering Council Advisor. The chairperson of the temporary committee shall become a non-voting member of the Executive Board for the duration of his position.

ARTICLE IV MEETINGS

Section I: The Engineering Council's general meeting places and dates shall be decided by the Executive Board of the Engineering Council.

Section II: It shall be the prerogative of the Executive Board to choose a modified form of a Parliamentary procedure to be followed at all Engineering Council meetings.

Section III: A quorum shall consist of a simple majority of the general council.

Section IV: A quorum must be present to conduct a meeting.

Section V: Any Executive Board decision may be overridden by a two-thirds majority vote of the general council members present and voting.

Section VI: Executive Board officers shall attend all Council meetings unless excused by the President.

ARTICLE V FINANCES

Section I: Engineering Council shall collect no dues or other general purpose fees from its member societies. All funding for Engineering Council committees shall be provided by profits from the Engineering Employment EXPO.

Section II: The president should compile a comprehensive, itemized budget for the entire Council and shall submit this budget to the Office of Academic Programs and the Engineering Council Advisor no later than June 15.

ARTICLE VI AMENDMENTS/REVISIONS

Section I: Amendments to the constitution may be proposed by any member of council.

Section II: Proposed amendments to the constitution must be approved by a three-fourths majority of all general council members in attendance at the general meeting.

Section III: Amendments to the constitution must be submitted to the Council President in writing and must be introduced to the Council one meeting before the vote on the said amendment is taken.

Section IV: This Constitution and its Bylaws shall be reviewed every year by a committee chaired by the President.

Section V: This constitution may be revised as necessary under the following provisions:

- a) The constitution gets reviewed by a committee chaired by the President and consisting of but not limited to the Executive Council. The president of each member society of Engineering Council shall also be invited on the committee.
- b) The revised constitution must be accepted by a three-fourths majority vote of all present council members.
- c) All revisions to the constitution shall be effective the semester following the vote to accept the revisions. Any changes made to the executive officer titles and duties shall become effective with the next Engineering Council Executive Board elections.

ARTICLE VII BYLAWS

Section I: Bylaws shall be established for the purposes of governing the operations and administration of the Engineering Council.

Section II: Proposed amendments to the Bylaws may be submitted by any council member and must be approved by a three-fourths majority of those general council members in attendance at the general meeting.

Section III: Amendments to the Bylaws must be submitted to the Council President in writing and must be introduced to the general council at least one week before the vote on the said amendment is taken.

ARTICLE VIII GENERAL PROVISIONS

Section I: The Engineering Council shall provide for the distribution of minutes, agendas, reports, and amendments of the Constitution and Bylaws of the Council so as to maximize the opportunity for all interested persons to be informed of Engineering Council business.

Section II: Members of standing committees are not, by such a position, entitled to a voting membership in the Engineering Council.

Section III: An Executive Board member must be present at a Council meeting to vote; no Executive Board member may vote by proxy or absentee ballot. A society representative may send a proxy with a written statement signed by the designated representative and given to the Vice-President.

Section IV: The presiding officer may not vote on any matter before the Council except that, in the event of a tie vote, the presiding officer shall vote to decide the question.

Section V: Any Executive Board decision may be overridden by a two-thirds majority vote of those general council members in attendance at the general meeting. Likewise, a two-thirds majority vote by the general council members can give the President or any other member of the Executive Board the executive authority concerning a specific decision to act as necessary.

Section VI: All Engineering Council members shall be notified of the following business at least one week before such business is to be acted on:

- a) Elections for all offices;
- b) Amendments to the Constitution and Bylaws;
- c) The granting, revoking or reinstating of a given society's representation privilege;
- d) Impeachment proceedings.

ENGINEERING COUNCIL BYLAWS

Revised December 6, 2006

100. Membership and Voting Privileges

101. Membership shall be restricted to engineering students. An engineering student shall be defined as any student in the following majors:
 - a) College of Engineering: Any major
 - b) LAS: Chemical Engineering, Physics, and Computer Science
 - c) College of Agriculture: Agricultural Engineering
 - d) Any student in the joint LAS/Engineering 5 year program
102. Non-degree or non-engineering students must have special permission by a two-thirds majority vote of the general council to be a member or to receive an award from Engineering Council.
103. Membership of an organization will only be granted providing that said organization is recognized as a Registered Student Organization by the University of Illinois.
104. Organizations that are currently deemed to be member organizations of Engineering Council are required to register with the Office of Registered Student Organizations if they are not already recognized as Registered Student Organizations or they will be subject to disciplinary action as defined in Section 900 of the Bylaws.
105. Membership of organizations may be granted, revoked, or reinstated subject to a two-thirds majority vote of those general council members present and voting not including the engineering organization under consideration.
106. Each society shall have registered with the Vice-President the names of (and means of contacting) their Engineering Council representative, their president, and their faculty advisor.
107. To ensure that the society maintains a vote on the Engineering Council, the president of each represented society shall notify the Vice-President of the Engineering Council, in writing, concerning any change in the identity of their society's representative, president, or faculty advisor.

200. Officers

201. President
 1. Shall oversee all Engineering Council activities.
 2. Shall call Engineering Council and Executive Board meetings as deemed necessary.
 3. Shall chair all said meetings and shall remove himself from the chair when expressing any opinion on the business at hand.
 4. Shall have final interpretation of the Constitution and Bylaws.
 5. Shall be responsible for making sure that agendas are made for each Executive Board and general meeting.
 6. Shall have at least one organizational meeting with the new executive officers within two weeks of officer elections.
 7. Shall provide the Associate Dean's office with names of students to fill college committees upon request.
 8. Shall act as an official representative of the Council.
 9. Shall have the power to appoint a chairperson to a temporary committee.
 10. Should the need for such a position arise, the resulting appointment shall be subject to the consent by a two-thirds majority vote of the Executive Board and the consent of the Engineering Council faculty advisor.
 11. Shall make certain that a history of Engineering Council events is preserved.

12. Shall be responsible for the understanding of the Constitution, Bylaws, policies and guidelines of the Engineering Council by the Executive Board.
13. Shall be responsible for the revision of the Engineering Council Constitution.
14. Shall consult with the Engineering Council Executive Board and appoint an advisor for the Engineering Freshmen Committee from the EC Executive Board.
15. Shall appoint a qualified Engineering Freshmen Committee Advisor, with the approval of the Engineering Council Executive Board.

202. Vice President

1. Shall assist the President and assume the duties of the President in the President's absence
2. Shall organize general meetings.
3. Shall establish and maintain a database of Council presidents and representatives.
4. Shall monitor and update the ec-reps and ec-pres mailing lists.
5. Shall be in charge of communicating Council business to the member societies.
6. Shall encourage idea-sharing and ensure the availability of a forum for inter-society communication and collaboration.
7. Shall maintain records of each society's volunteer efforts as mandated by the Constitution.
8. Shall be responsible for taking attendance at General Meetings.
9. Shall be responsible for placing and removing societies from probationary and suspended status and for all correspondence contained therewith.
10. Shall organize an *Engineer's Night*, to be executed no later than the second week of classes in the fall semester.
11. Shall prepare a society representatives' handbook to be made available electronically by the first general meeting of each semester.
12. Shall select and chair the Engineers Week Committee in accordance to the provisions in bylaws 414.
13. Shall be responsible for the planning and execution of Engineer's Week activities, including the Order of the Engineer Ceremony.
14. Shall take roll and shall determine if a quorum is present at each meeting of Engineering Council if a vote is to be taken.
15. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.

203. Corporate Director

1. Shall be responsible for the organization and execution of the College of Engineering Employment EXPO to be held in the fall semester after his/her term expires.
2. Shall assume the position of EXPO Chair after his/her office expires and shall come to all Executive Board meetings and general meetings prior to EXPO and after EXPO if deemed necessary by the President. After EXPO has occurred, he/she shall become the EXPO Advisor until the end of the fall semester.
3. Shall be responsible for the execution and organization of an EXPO to be held in the spring every year
4. Shall join the current EXPO committee upon election to office and act as a shadow to the current EXPO Director so that he/she can prepare to take over EXPO.
5. Shall maintain an Engineering Council corporate database.
6. If necessary, shall solicit corporate funds with permission of the Engineering Council Advisor.
7. Shall select and chair the Engineering Employment EXPO Committee in accordance to the provisions in bylaws 402.
8. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester. In addition, a completed budget must be submitted to the Engineering Council Executive Board within one month after each career fair.
9. The Corporate Director shall submit a final report for spring career fair within two weeks of said event. The EXPO Director shall submit a final report for EXPO with two weeks of said event.
10. The transition from Expo Director to the new Corporate Director shall occur no later than 4 weeks after the last day of the Fall Engineering Employment Expo. Transition shall be defined as changing the RSO registration, the Expo Core Committee e-mail distribution list, and all other

relevant matters pertaining to the Engineering Employment Expo to reflect the change to the new committee.

204. Engineering Open House Director

1. Shall be responsible for organizing and executing Engineering Open House in the spring of each year.
2. Shall be responsible for the chairing and the establishment of the Engineering Open House Committee.
3. Shall run the Engineering Open House Committee in accordance to the provisions in bylaws 405.
4. Shall act as a liaison between the Design Contest Committee and the Executive Board.
5. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.

205. Director of Leadership

1. Shall chair the Engineering Leadership Committee, in accordance to the provisions in bylaws 401, which will plan:
 - a) Engineering Student Leadership Conference
 - b) Student Engineering Leadership Program
 - c) Public Speaking Workshop
 - d) Financial Planning Workshop
2. Shall provide leadership training to the Executive Board and shall be responsible for planning retreats with the aid of the President.
3. Shall provide leadership training and consulting services to the member societies as well as other organizations which may be struggling and seek to improve.
4. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.

206. Secretary-Treasurer

1. Shall review, monitor and accept responsibility for the financial matters of the Engineering Council.
2. Shall keep accurate and permanent records of financial transactions of Council and keep the advisor informed of the financial status of Engineering Council.
3. Shall keep a permanent record of the minutes of each Engineering Council general meeting and shall make them available to Member Societies on the Engineering Council webpage.
4. Shall take minutes at all Executive Board meetings and maintain a permanent record of these minutes and distribute the minutes to all Executive Board members and the Advisor.
5. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
6. Shall be responsible for keeping records of the Engineering Council Conference Fund and Engineering Council Program Fund and shall ensure that societies fulfill the funding obligations set forth in the funding applications.
7. Shall compile officer reports before each executive board meeting.
8. Shall chair the Engineering Council Finance Committee in accordance with the provisions in Bylaws 418.

207. Dean's Student Advisory Committee Director

1. Shall act as chairperson for the Dean's Student Advisory Committee in accordance with the provisions in bylaws 404 and shall:
 - a) Provide the Dean of the College of Engineering with a list of the students who are to serve on the committee;
 - b) Explain the function of the committee to these students;
 - c) Keep the Dean of the College of Engineering informed of student concerns.
2. Shall act as the Engineering Council's representative to department heads.
3. Shall act as the liaison between Engineering Council and the Engineering Student Senators.
4. Shall select College of Engineering subcommittees in accordance to bylaws 415.

5. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
6. Shall be responsible for overseeing the Dean's Student Advisory Committee website.
7. Shall be responsible for selection of a webmaster for the Dean's Student Advisory Committee.
8. Shall be responsible for coordinating a College of Engineering Town Hall meeting at least once a semester that will be open for all students and Deans to attend.
9. Shall hold a recruitment event during the spring semester to publicize DSAC.
10. Shall invite Society Presidents to Deans' Lunches in order for them to keep abreast of the doings of the College of Engineering Administration.
11. The Deans' Student Advisory Committee shall hold the Engineering Olympics each year, a competition to foster student-faculty interaction.
12. The Deans' Student Advisory Committee Director will oversee a complete rules change for Engineering Olympics every year, in order to keep faculty retention high.

208. Future Enrichment Opportunities Director

1. Shall take on any project or program, which is deemed important to the College of Engineering in the academic arena.
2. Shall be responsible for the organization and execution of the Graduate School Conference to be held during the fall semester.
3. Shall organize the Undergraduate Research Workshop during the spring semester.
4. Shall form an Future Enrichment Opportunities Committee in accordance with bylaw 416.
5. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
6. Shall organize a fall and spring Corporate Speaker Series, which shall be focused on bringing speakers in non-traditional Careers for Engineers.
7. Shall be responsible for organizing and executing any other events of qworkshops deemed valuable by the committee in promoting future enrichment.

209. Engineering Information Bureau Chair

1. Shall be responsible for chairing and for the establishment of the Engineering Information Bureau, including the Engineering Campus Tours Program, Engineering Days, and Engineering Student Program.
2. Shall distribute information about the College of Engineering to all interested parties, including prospective students and their parents.
3. Shall run the Engineering Information Bureau in accordance with the provisions set forth in Bylaws 406.
4. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
5. Shall be responsible for developing and maintaining the Engineering Information Bureau website to disseminate information to prospective students.

210. Student Introduction To Engineering Director

1. Shall be responsible for chairing and the establishment of the Student Introduction To Engineering.
2. Shall run the Student Introduction to Engineering in accordance to the provisions in bylaws 407.
3. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.

211. Awards Chair

1. Shall be responsible for the selection of the Engineering Council Awards Committee.
2. Shall be Chairperson of the Engineering Council Awards Committee.
3. Shall be a student member of the College Awards Committee.
4. Shall be responsible for organizing and hosting an Advisor's Award Banquet.
5. Shall run the Engineering Council Awards Committee in accordance to the provisions in bylaws 408.

6. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
7. Shall be responsible for administering the Andrea J. Culumber Award in accordance with bylaw 807.
8. Shall be responsible for administering the William R. Schowalter Award in accordance with bylaw 808.

212. Publicity Chair

1. Shall be responsible for public relations of Engineering Council with the university and surrounding communities.
2. Shall coordinate the annual Society Pictures during the fall semester.
3. Shall maintain the Events Calendar and Society Events Calendar for Engineering Council and Member Societies.
4. Shall establish a committee in accordance to the provisions in bylaw 409 to publicize the events of Engineering Council and any other events or news deemed necessary by the President and prepare the Engineer's Book.
5. Shall publicize all upcoming Engineering Council general meetings.
6. Shall
7. Shall be responsible for the planning, funding, production, and distribution of the Engineer's Book.
8. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
9. Shall be responsible for soliciting and compiling Executive Board and Society announcements for College of Engineering mass e-mails.

213. Social Affairs Director

1. Shall be responsible for chairing and the establishment of the Engineering Council Social Affairs Committee.
2. Shall run the Engineering Council Social Affairs Committee in accordance to the provisions in Bylaws 410.
3. Shall be responsible for the planning and execution of the Knights of St. Pat Ball, Dean of the College's Picnic, and all other social events deemed necessary by the Executive Board.
4. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.

214. Service Chair

1. Shall be responsible for chairing and the establishment of the Engineering Council Service Committee.
2. Shall run the Engineering Council Service Committee in accordance to the provisions in Bylaws 417.
3. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
4. Shall be responsible for the planning and execution of service and philanthropic events for Engineering Council.
5. Shall be responsible for organizing and executing the Halloween Fun Fest with the Urbana Park District.
6. Shall create and maintain a service board where Engineering Council societies may post, view, or sign up for service events put on by other societies.

215. Director of Information

1. Shall be responsible for the maintenance and security of the computing facilities in Engineering Council office.
2. Shall be responsible for the upkeep of the Engineering Council web page.
3. Shall ensure that the Engineering Council Web Page meets all corporate and donor stipulations.
4. Shall maintain the Engineering Council electronic mail list server.

5. Shall be responsible for setting up and maintaining all society and committee accounts on the Engineering Council server.
6. Shall propose that the latest software and hardware upgrades be made for the Engineering Council computers.
7. Shall maintain current backups of all Engineering Council data.
8. Shall verify that all Engineering Council computing activities are in accordance with CITES regulations at the University of Illinois.
9. Shall chair Engineering Council Information Technology Committee in accordance with bylaw 412.
10. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
11. Shall be responsible for editing and distributing the College of Engineering mass e-mail.

216. Knights of St. Pat Chair

1. Shall be responsible for chairing and the establishment of the Knights of St. Pat Selection Committee.
2. Shall run the Knights of St. Pat Selection Committee in accordance to the provisions in Bylaws 411.
3. Shall be responsible for mounting the plaque recognizing the previous year's knights.
4. Shall become the Urbana-Champaign liaison to the Knights of St. Pat Alumni Association.
5. Shall be responsible for submitting an itemized budget to the president by the end of the spring semester.
6. Shall be responsible for reviewing the application and interview process for Knights of St. Pat with the aid of the Deans Administration.

300. Member Society Obligations

301. Society Handbook

1. Shall be made available electronically on the Engineering Council website.
2. Shall delineate the obligations of Engineering Council member societies. These obligations include but are not limited to the obligations required by an article or bylaw of this constitution.

302. Society Representative

1. Every Engineering Council member society must have at least one representative.
2. A representative may represent only one society.
3. The representative is responsible for ensuring that the society he/she represents fulfills the obligations set forth in this constitution and in the society handbook.

303. Volunteering Requirements

Engineering Council member societies must fulfill one of the following requirements:

1. Volunteer for 4 hours at Engineering Open House.
2. Volunteer for 2 hours at Engineering Open House and send one volunteer host for Student Introduction to Engineering.

305. General Meetings

1. The society representative must attend all general meetings; otherwise, they must send a substitute or get excused by the Vice-President.
2. The society representative is responsible for reporting all information from the general meetings to the society that he/she represents.

306. Communication

1. Representatives must report Engineering Council events, and the events of other societies presented to them, to their societies. Representatives must also report their societies' events to Engineering Council.

2. The change of officer form must be completed when the members of the executive board of a society change.

307. Probation and Suspension

In the event that a society representative does not fulfill his/her obligations, the represented society will be placed on probationary status as detailed in Section 900 of the Bylaws.

400. Committees

401. Engineering Leadership Committee (ELC)

1. Shall be the standing committee of the Director of Leadership.
2. Shall organize the Engineering Student Leadership Conference, to be held early in the fall semester. The purpose of the conference shall be to train all participants in leadership techniques as well as to improve upon the collaborative efforts among the Engineering Council member societies and the College of Engineering administration.
3. Shall organize the Student Engineering Leadership Program, working in conjunction with the William H. Severns Chair of the College of Engineering.
4. Shall pursue and organize any other events that would enhance the leadership capabilities of the students in the College of Engineering.

402. Engineering Employment EXPO Committee (EXPO)

1. Shall be a standing committee established and chosen by the Corporate Director.
2. Shall be responsible for organizing and executing the Engineering Employment EXPO to be held in the fall of each year.
3. Shall be responsible for organizing and executing an EXPO for small corporations.
4. Shall be responsible for the distribution of the fall EXPO profits to each of the member societies of Council and the committees within Council. The distribution shall be as follows:
 - a) The EXPO Chair, Engineering Council President, and Engineering Council Advisor will set a society percentage of the profits that shall be distributed to the member societies. The remaining funds will be transferred to the Engineering Council Registered Student Organization Fund Account.
 - b) To be eligible to receive the EXPO profit distribution, a society must become a member society of Engineering Council on or before the first general meeting of the academic semester when the profits are to be distributed. The society must also fulfill the requirements presented in Bylaws 303 and 304.
 - c) The society percentage of the EXPO profits shall be distributed one time per calendar year.
 - d) The society percentage of the EXPO profits shall be distributed following both SITE and Engineering Open House but before the Engineering Council executive board elections. The funds shall be transferred to the RSO account of the eligible societies.
5. Shall organize events to better prepare students for each career fair. These events shall include resume building workshops, career fair etiquette presentations, and any other events deemed necessary.

403. Engineering Freshmen Committee (EFC)

1. The purpose of EFC is to develop future leaders for the college of engineering by providing freshmen the opportunity to plan and organize events for fellow engineering freshmen. These events shall provide educational, service and social opportunities for freshmen. EFC shall also promote understanding and encourage participation in engineering council's activities and that of its member societies.
2. Any engineering student who is a freshman can apply to join EFC.
3. The Freshmen Committee shall plan at least one activity per year for the College of Engineering. In addition, the Freshmen Committee shall take on any projects or plan any programs for Engineering Council as they wish, subject to the approval of Engineering Council. The projects may be suggested by Engineering Council or the Freshmen Committee.

4. With the approval of Engineering Council and the EFC Advisor, EFC shall be set up and run by the guidelines in the Engineering Freshmen Committee Handbook, which explains the logistics of events and positions.

404. Dean's Student Advisory Committee (DSAC)

1. Shall act as a vital input into the administration of the College of Engineering in areas of student interest.
2. Shall assist the College in reviewing and evaluating proposals that relate to engineering curricula or student life.
3. Shall provide a source of information to Engineering Council and the Engineering Student Senators, so that they may be aware of prevailing student opinion.
4. Shall always be cognizant of the concerns of the engineering student body and shall:
 - a) Develop a communication program with the engineering student body;
 - b) Have an open door policy which will allow any engineering student to appear before the committee to air a grievance or suggest a new idea.
5. Shall research and initiate new programs to the benefit of engineering students.
6. The committee shall meet at least three times a semester with the Dean of the College to discuss the concerns of the engineering students.
7. The Chairperson shall make appointments with the Dean for the time, place, and date of the meetings. Information on these will be made available to all students.
8. The committee shall be chosen by the Dean's Student Advisory Committee Director by both petitions and interviews. The President of Engineering Council may also help in the selection of the committee if both the Dean's Student Advisory Director and the President agree.

405. Engineering Open House Committee (EOH)

1. There shall be an annual Engineering Open House, the purpose of which shall be to educate and fascinate all about engineering and its applications, specifically in relation to engineering at the University of Illinois at Urbana-Champaign.
2. There shall be an Engineering Open House Committee which is charged with the primary responsibility of organizing and carrying out any activity necessary to run a successful Engineering Open House
3. The Engineering Open House Central Committee is charged with the primary responsibility of organizing and carrying out any activity necessary to successfully run Engineering Open House.
4. The Engineering Open House Society Representatives shall be comprised of at least one student from each participating organization. The method of appointment to the committee shall be determined by each individual organization. Each student representative shall have the responsibility of organizing and carrying out successful exhibits to be displayed during EOH for the organization that the student represents.
5. The Engineering Open House Director shall reserve the privilege of:
 - a) Making all appointments to the Central Committee;
 - b) Choosing the theme of the Engineering Open House with the EOH Central Committee.
 - c) Setting the date of EOH to be the weekend before Spring Break begins unless otherwise specified.
6. The Central Committee shall be charged with the responsibility of:
 - a) Adequately publicizing the Engineering Open House;
 - b) Publishing an Engineering Open House Program;
 - c) Recognizing the outstanding exhibits with appropriate awards;
 - d) Operating an effective safety, parking, and traffic program during Engineering Open House;
 - e) Distributing information at a centralized location during the Engineering Open House;
 - f) Coordinating the Engineering Open House activities of the participating departments and other open houses;
 - g) Creating a web site;
 - h) Soliciting corporate sponsorship;
 - i) Organizing grade school, high school and college design contests.
 - j) Undertaking any activity necessary to run a successful Engineering Open House

- k) Choosing the theme of the Engineering Open House.
 - l) Calling all meetings of the EOH Representatives Committee.
 - m) Providing food for sale and entertainment for visitors.
7. The Engineering Open House Committee shall keep an EOH RSO account for EOH specific budgeting purposes.

406. Engineering Information Bureau Committee (EIB)

- 1. Shall organize and recruit volunteers to lead regularly scheduled Engineering Campus Tours. Shall coordinate these efforts with the Campus Visitors' Center and with the Engineering Administration.
- 2. Shall be responsible for the timely revision of the Engineering Campus Tours script, to be distributed to and used as a reference by tour guides.
- 3. Shall schedule – with the help of engineering students, faculty, and staff – special tours.
- 4. Shall organize and implement – with the help of engineering students, faculty, and staff – the Engineering Majors Fair, a one-day orientation program geared toward high school students who are interested in engineering.
- 5. Shall aid the outreach efforts of other Engineering Council committees and member societies.
- 6. Shall constantly solicit and analyze feedback from parties involved in the aforementioned programs.
- 7. Shall be responsible for developing and maintaining the Engineering Information Bureau website. This shall be done in such a manner as to ensure that it provides updated information to prospective students.
- 8. Shall plan and implement, in coordination with the SITE committee, the Engineering Student Overnight Program, a two-day, one-night orientation program geared toward high school students interested in engineering.
- 9.

407. Student Introduction to Engineering Committee (SITE)

- 1. There shall be an annual program known as the Student Introduction to Engineering, the purpose of which is to acquaint high school seniors with educational opportunities in the engineering college and with campus life at the University of Illinois, Urbana-Champaign. Recruitment of high school students is not a goal in the program. There shall be a committee to organize and carry out the Student Introduction to Engineering program and shall herein be referred to as the SITE Committee.
- 2. There shall be an annual program known as the Student Introduction to Engineering Reunion in the fall semester, the purpose of which is to reunite students that participated in the Student Introduction to Engineering during the previous spring semester.

408. Engineering Council Awards Committee

- 1. There shall be an Engineering Council Awards Committee which shall be responsible for the selection of the Pierce, Everitt, Advisor's Award, Society of the Month, and any other award they deem necessary with the approval of the Engineering Council Executive Board and the Engineering Council Advisor in accordance with bylaws 800.
- 2. Every award shall be selected by an awards committee comprised of at least 7 students who represent a random distribution of engineering students in all departments. Members of the Executive Board shall fill in if this minimum is not met.
- 3. The Engineering Council Awards Committee shall distribute nomination forms for the awards to all department offices by November 1.
- 4. Nominations for the Everitt and Pierce Awards shall be due at 5pm on November 15. If November 15 falls on a weekend, the deadline is the following Monday.
- 5. The Engineering Council Awards Committee shall be responsible for determining the eligibility of all candidates through the College of Engineering Associate Dean's Office.
- 6. The Engineering Council Awards Committee shall be responsible for researching all eligible candidates.
- 7. The Pierce and Everitt selections shall be made by Friday of the third week of classes in the spring semester.

8. Should no candidate or society be deemed worthy, it shall be the prerogative of the Awards Committee to refrain from presenting any or all of its awards in a given year.
9. The Engineering Council Awards Committee shall be charged with accurately polling students and assessing advisors across the College of Engineering.

409. Engineering Council Publicity Committee

1. Shall be the standing committee of the Publicity Chair.
2. Shall be responsible for all publicity of Engineering Council meetings.
3. Shall be responsible for maintaining the Engineering Council display case on the first floor of Engineering Hall.
4. Shall maintain the web calendar of all Engineering Council and member society events.
5. Shall be responsible for all publicity of Engineering Council events at the request of Executive Board members.
6. Shall be responsible for publicizing Engineering Council during Engineering Council events in consultation with the Director of said event with reasonable and customary notice.
7. Shall be responsible for the annual publication of the *Engineers' Book*.
8. Shall distribute the *Engineer's Book* minimally to all University of Illinois freshmen engineering students.
9. Shall collect submissions regarding major events and self-descriptions from the Engineering Council societies for the *Engineer's Book*.
10. Shall solicit corporate sponsorship for the *Engineer's Book*.
11. Shall be responsible for coordinating the annual Society Pictures during the fall semester.

410. Engineering Council Social Affairs Committee

1. The Social Affairs Committee shall be responsible for enacting programs of a general nature and worth to the engineering student body. The character of these programs shall be of a non-academic nature and shall encourage fellowship and revelry among the students of the College of Engineering.
2. The Social Affairs Committee shall be responsible for the organization and enactment of a dinner-dance to be called St. Pat's Ball to be held at the conclusion of the Engineering Open House. The Engineering Open House awards along with the Knights of St. Pat awards shall be presented by their respective selection committees at this time.

411. Knights of St. Pat Selection Committee

1. Shall hold private interviews with nominees as necessary.
2. Nominations shall be submitted to the chairperson of said committee in enough time so that interviews can be conducted by the second week of the spring semester. The nomination date shall be no later than December 16 by 5:00 p.m. and shall be established by the chairperson of said committee.
3. Final selections for the award shall be made by said committee no later than 5:00 p.m. of the Friday of the third week of classes of the spring semester.
4. The Chairperson of said committee shall have been previously knighted. In the case of the Awards Chair being a Knight, that person may be Chairperson of said committee with approval of Council. In the event there are no Knights available, the Awards Chair shall assume the duties of the Chairperson of said committee.

412. Engineering Council Information Technology Committee

1. Shall maintain the Engineering Council Web Page in accordance with any outstanding agreements with corporate or university entities.
2. Shall maintain the Engineering Council listserv.
3. Shall be responsible for educating interested parties on the use of Engineering Council's computer resources.
4. Shall maintain the software and the hardware in the Engineering Council Office.

413. College Design Competition Committee

1. There shall be an annual College Design Competition, the purpose of which shall be to encourage creativity and excellence in engineering through competition at the collegiate level. The contest shall be held in collaboration with the Engineering Open House and shall include student competitors from several schools.
2. The contest shall be sponsored by a corporation. Its budget is separate from Engineering Council's budget, and is handled by the College of Engineering Administrators.
3. There shall be a College Design Competition Committee, which will be charged with the primary responsibility of organizing and carrying out any activity necessary to run a successful competition.
4. The College Design Competition Committee shall be comprised of the following two subcommittees:
 - a) Central Committee
 - b) Field Committee
5. The Competition Chair shall head the College Design Competition Committee. A co-chair shall assist. The co-chair shall become the following year's Competition Chair.
6. The Competition Chair shall be required to sit on the Engineering Open House Central Committee and participate in the planning and execution of the Open House.
7. The Competition Chair shall:
 - a) Make all appointments to the Central Committee.
 - b) Choose the theme of the contest.
 - c) Work with the sponsoring corporation.
8. The Central Committee shall be charged with the following responsibilities:
 - a) Publicizing the Design Competition.
 - b) Recognizing winners with appropriate awards.
 - c) Coordinating contestant entries.
 - d) Holding regular rules meetings and design checkpoints to insure contestant adherence to all rules.
 - e) Undertaking any activity necessary to run a successful College Design Competition.
9. The Field Committee shall be chosen by the Design Competition Field Chair. The Field Committee shall be responsible for constructing the field on which the competition is held.

414. Engineers Week Committee

1. Shall plan the events for the annual Engineer's Week Celebration.
2. Shall plan and execute the Order of the Engineer Ceremony
3. Shall be chosen by a process to be determined at the discretion of the Vice-President

415. College of Engineering Subcommittees

1. The Dean's Student Advisory Committee Director shall receive a list of the College of Engineering Executive Subcommittees from the Office of the Dean detailing the requirements of said subcommittees.
2. The slots on these committees shall be filled first by open petition, administered by the Dean's Student Advisory Committee. All appointees shall be approved by the President.
3. The President and Dean's Student Advisory Committee Director shall appoint members of the Executive Board to all committee seats that remain open after the petitioning process is complete.

416. Future Enrichment Opportunities Committee

1. Shall be responsible for planning and organizing the graduate school conference in the Fall.
2. Shall be responsible for planning and organizing the Undergraduate Research Workshop during the spring semester.
3. Shall be responsible for organizing and executing any other events or workshops deemed valuable by the committee in promoting future enrichment.

417. Service Committee
1. Shall be responsible for enacting service and philanthropic programs for Engineering Council.

418. Finance Committee
1. Shall be the standing committee of the Engineering Council Secretary-Treasurer
2. Shall be composed of the Secretary-Treasurers of both the Engineering Employment EXPO Committee and the Engineering Open House Committee, as selected by the Engineering Employment EXPO and Engineering Open House Directors, respectively.
3. Members of the committee shall submit monthly financial reports to the Secretary-Treasurer of Engineering Council.

500. Benefits of Engineering Council

Member societies of Engineering Council will receive the following benefits:

501. Engineering Employment EXPO profit distribution
502. Access to computing resources and services, pursuant to the Engineering Council Computing Resources Policy
503. Participation in Engineers' Night
504. Participation in the Engineering Student Leadership Conference
505. Knights of St. Pat Nominations
506. Voting privileges on all Engineering Council elections and general council business
507. Engineering Council sponsored publicity of events
508. Participation in Engineering Council social events
509. Society recognition through means such as the Engineering Council Society Pictures and awards
510. Invitation to the Dean's Picnic
511. Benefit of having a representative on council
512. Access to the Engineering Council Conference Fund and Program Fund

600. Meetings

601. The presiding officer shall be the President of the council.
602. In the absence of the President, the succession of presiding officer shall be the order as presented in Article II, Section 1.
603. General meetings of the Council shall be held a minimum of three times a semester during the fall and spring semesters.
604. The presiding officer shall serve as Parliamentarian at all Engineering Council meetings.

700. Elections and Voting Procedures

701. Elections shall be conducted at the first April General Meeting

702. Each position must be voted on individually, regardless of number of petitioners.
703. Petitions for offices of the Executive Board of Engineering Council shall be accepted from one month prior to elections to two weeks prior.
704. All candidates for office shall be required to complete an electronic petition to be considered for office.
705. Candidates shall be required to meet the following standards to be considered for office:
1. Be an engineering student as defined in Bylaws 101 actively pursuing a degree;
 2. Have at least a 2.7 cumulative grade point average;
 3. Not be on academic probation;
 4. The candidates for the offices of President and Vice-President, and Corporate Director shall be undergraduates for the term of office. The Corporate Director must be a student at the University of Illinois up through the fall Employment EXPO.
706. If a petition for an executive board position is submitted and the petitioner is unable to attend the election, the following rules shall apply:
1. If a petitioner is unopposed or opposed only by other absentee candidates, his or her petition shall be submitted to the general body for approval during elections.
 2. If the petitioner is opposed, his or her petition shall be disqualified and the remaining present candidates shall be submitted to the general body for election.
 3. If all candidates for an office are absent, there shall be a period of discussion on candidates of length determined by the elections chair.
707. In the case that no petition is submitted for an executive board position, the previous board member holding that position shall remain in office. No nominations shall be accepted from the floor. Petitions for a special election, to be held at the EC General Meeting following elections, shall be accepted by the new executive board for a duration of two weeks after elections. In the case that no petitions are submitted, the executive board shall be given the power to appoint a person permanently for the position. The appointee shall be approved by the general body at the General Meeting following the appointment.
708. In the case that a candidate or candidates are given a no confidence vote by the general body, the procedure for a position with no candidates (Bylaw 707) shall apply. Additionally, the candidate(s) given a no confidence vote are not eligible for the special election or for appointment by the new executive board.
709. Elections shall be conducted as follows:
1. All candidates for office shall be allowed to address the general body. The candidates for President, Vice-President, Corporate Director, and Engineering Open House (EOH) Director shall be allotted two (2) minutes. Candidates for all other positions shall be given one (1) minute. For positions in which there is more than one candidate, only the candidate addressing the Council shall be allowed to be in the room.
 2. Candidates for offices of President, Vice-President, Corporate Director, and EOH Director shall participate in a debate immediately following the completion of all speeches. The format of the debate will be as follows:
 - a) Questions for the debate will be predetermined by graduating seniors from the outgoing Executive Board. In the event there are no seniors, Executive Board members not petitioning for offices subject to the debate shall compose the questions.
 - b) The number of questions asked shall be determined by the number of candidates. The number of questions shall be twice the number of candidates, up to a maximum of four (4) candidates, at which point the number of questions

- shall be equal to the number of candidates.
- c) The order in which candidates are asked questions shall be randomly determined by the Elections chair.
 - d) The candidate to which the question is directed will have 45 seconds to respond. All other candidates will be given 30 seconds for a response.
 - e) Any response deemed inappropriate by the Elections chair, including negative comments made towards other candidates, shall be subject to a penalty determined by the Elections chair. Penalties may range from a warning to disqualification from the election of the office in which the debate is taking place.
3. At the conclusion of the debate, all candidates for the position under consideration shall be required to leave the room. Each candidate may then have two (2) persons, present at elections, speak on their behalf. Each person shall be given 30 seconds to speak. Any persons addressing the Council may not speak negatively about any candidate, subject to penalties determined by the elections chair.
 4. Each candidate shall be allowed to create a flyer which must adhere to the following rules:
 - a) Size must be exactly 8.5" x 11"
 - b) A candidate petitioning for more than one office may make a flyer for each office
 - c) Flyers shall be submitted electronically to the Elections chair no later than two (2) weeks prior to elections. Flyers must be submitted in PDF format. Flyers will be posted on the Engineering Council website in alphabetical order according to office.
 - d) Flyers will be displayed during the candidate's speeches during elections.
 5. The only materials to be handed out during the elections process include: candidate information packet, and ballots. No additional items or materials may be handed out by the candidate or on behalf of the candidate.
 6. Questions to candidates, other than those defined in the debate rules, and discussion are not permitted during elections.
 7. The Vice-President and Secretary-Treasurer shall be responsible for tallying election votes. If either of these officers is running for an office, the Elections Chair shall appoint other officers, not running for office, to tally the votes.
 8. The candidate receiving the most votes shall be declared the winner. In the event of a tie, the presiding officer (the Elections Chair) shall cast the deciding vote by secret ballot.

800. Awards

801. Awards shall be given by the Engineering Council for recognizing outstanding students and faculty in the College of Engineering, University of Illinois, Urbana-Champaign.

802. Pierce Award

1. This award shall be presented annually to the one student and the one faculty member who are selected as having done the most to develop empathetic student-faculty cooperation in any department under the auspices of the College of Engineering.
2. Nominations for this award shall be accepted from both students and faculty of any department under the auspices of the College of Engineering.

3. To be eligible for this award each student nominee shall maintain a minimum cumulative grade point average of 3.0.
4. After receiving the Pierce Award, the recipient shall not be eligible for this award for a period of five years.
5. This award shall consist of a plaque and monetary stipend.

803. Everitt Award

1. This award shall be presented annually to one faculty member in recognition of teaching excellence in the College of Engineering.
2. Nominations for this award shall be accepted from students (not faculty) of any department under the auspices of the College of Engineering.
3. To be eligible for the Everitt Award, the nominee shall have taught for a minimum of two semesters during a period of three years prior to the presentation of the award. One of the semesters of teaching must be within the calendar year during which the candidate is nominated.
4. After receiving the Everitt Award, the recipient shall not be eligible for this award for a period of five years.
4. This award shall consist of a plaque and a monetary stipend.

804. Advisors' Award

1. The Advisors' Award shall be given annually to recognize the advisors who students deem as excellent.
2. The Engineering Council Awards Committee will distribute an advisor evaluation form to students within the College of Engineering.
3. The upper ten percent (10%) of advisors in the entire College of Engineering shall receive the award.
4. The recipients of the award shall be the guests of honor at the Advisor's Awards Banquet in the spring where they shall receive a plaque.

805. Knight of St. Patrick

1. This award shall be presented annually to outstanding student leaders in student activities with special emphasis on engineering activities at the University of Illinois, Urbana-Champaign.
2. To be considered for the award, each student must be nominated by one of the following:
 - a) A member society of Engineering Council
 - b) A dean of the College of Engineering
 - c) A department head of the College of Engineering
 - d) Engineering Council.Each of the above shall be allowed no more than two nominations for this award.
3. To be eligible for this award each nominee shall maintain a minimum cumulative grade point average of 2.50.
4. Only those activities undertaken while a given nominee was an undergraduate student shall be used to determine said nominee qualifications for receiving the award.
5. These criteria shall be met at the time that the application for consideration is submitted.
6. This award shall consist of a brass sword mounted on a wooden plaque with identification plate and a certificate of membership. In addition, each Knight's name shall be embossed on a plaque, which shall be mounted on a wall on the first floor of Engineering Hall.
7. To be eligible for this award, each nominee shall be an engineering student as defined in bylaw 101.

806. Society Awards

1. Society of the Month
 - a) Society of the Month is awarded to a Member Society each month by the awards committee.
 - b) Society of the Month will be awarded with a plaque and a monetary stipend at the first general meeting of the month following the award period.
2. Outstanding Society Award
 - a) This award will be selected by the Engineering Council Executive Board.

- b) This award will be presented annually at the Knights of St. Pat Ball.
 - c) This award will consist of a plaque and a monetary prize.
 - d) No society shall be recognized in consecutive years.
 - e) Only Member Societies are eligible for this award.
3. Most Improved Society
- a) This award will be selected by the Engineering Council Executive Board.
 - b) This award will be presented annually at the Knights of St. Pat. Ball.
 - c) This award will consist of a plaque and a monetary prize.
 - d) No society shall be recognized in consecutive years.
 - e) Only Member Societies are eligible for this award.
4. Society Member of the Month
- a) Society Member of the Month is awarded each month by the awards committee to an outstanding member of an Engineering Council Member Society.
 - b) This award will be presented at the first general meeting of the month following the award period.
 - c) This award will consist of a gift at the discretion of the Awards Chair.

807. Andrea J. Culumber Award

1. The recipient of this award shall fit the following criteria:
 - a) Enrolled in an engineering curriculum at the University of Illinois at Urbana-Champaign as defined by bylaw 101.
 - b) Enrolled as a junior (third year) student.
 - c) Demonstrated leadership in an engineering context.
 - d) Demonstrated outstanding character, creativity, enthusiasm, and encouragement of others in his/her activities.
 - e) Maintained a minimum cumulative GPA of 2.5. This minimum will be checked by the office of Academic Programs.
 - f) Shall not have received the William R. Schowalter Award during the same academic school year.
2. The selection process shall be conducted under the following guidelines:
 - a) Applications shall be made available in November by the Awards chair.
 - b) A committee shall be formed consisting of the Engineering Council Advisor, the President, the Director of Leadership, the Knights of St. Pat Chair, the Awards Chair, and a representative from among the Deans of the College of Engineering. This committee shall be chaired and assembled by the Awards Chair. If any member of this committee has applied for the award, the Awards Chair will appoint a replacement.
 - c) This committee shall select three to six candidates to interview.
 - d) This committee shall select one recipient based on the interviews conducted.
3. The award will consist of the following:
 - a) The recipient shall receive a plaque and be recognized at the College of Engineering Awards Convocation.
 - b) The recipient's name shall be engraved on the plaque in Engineering Hall.

808. William R. Schowalter Award

1. The recipient of this award shall fit the following criteria:
 - a) Shall be enrolled in an engineering curriculum at the University of Illinois at Urbana-Champaign.
 - b) Shall be a sophomore or a junior (second or third year).
 - c) Shall be nominated by a member society of Engineering Council in good standing or by an executive board member of Engineering Council.
 - d) Shall have demonstrated leadership in an engineering context and show dedication to the students and faculty of the College of Engineering.
 - e) Shall possess not only leadership skills but shall also demonstrate outstanding character, creativity, enthusiasm, and encouragement of others in his/her activities.

- f) Shall not have already previously won this award.
 - g) Shall not have received the Andrea J. Culumber Award during the same academic school year.
 - h) Shall not currently be holding a position on the Engineering Council Executive Board.
2. The selection process shall be conducted under the following guidelines:
- a) Applications shall be made available in the beginning of the fall semester by the Award Chair.
 - b) A committee shall be formed consisting of the Engineering Council President, Engineering Council Awards Chair, two society representatives, Engineering Council Graduate Advisor, the previous Schowalter award recipient, and a representative from among the Deans of the College of Engineering. This committee will interview those selected and choose the award recipient.
 - c) The Engineering Council Awards Chair shall act as chairman of the committee and shall only vote in case of a tie.
 - d) If one of the committee members is selected for interviews, the rest of the committee will select an alternate Engineering Council member to fill the position.
 - e) This committee shall select three to six candidates to interview.
 - f) This committee shall select one recipient based upon the interviews conducted.
3. The award will consist of the following:
- a) The recipient shall receive a plaque and be recognized at the College of Engineering Awards Convocation.
 - b) The recipient shall receive a \$3,000 scholarship from Engineering Council.
 - c) The recipient's name shall be engraved on the plaque in Engineering Hall.

900. Probation and Suspension from Engineering Council

901. A society will be placed on probation if its representative does not fulfill his/her obligations. Furthermore, new societies joining the Engineering Council shall also have a probationary period to ensure their involvement in council activities. The period of probation shall be for the next two general meetings after the society goes on probation. For the society to be returned to active status, the representative must fulfill the obligations set forth in Bylaws 300 during the probationary period. A society does not forego any of the benefits of Engineering Council while on probation.
902. A society will be placed on suspension from Engineering Council as a result of failure to fulfill the obligations necessary for a society to be removed from probationary status.
903. Any society placed on suspension may appeal the general council to override the suspension. The general council can override the suspension with a two-thirds majority vote. Any society who has their suspension overridden will automatically be placed on another three meeting probationary status period.
904. Should a society be placed on suspension, it shall forego all benefits described in Section 500 of the Bylaws.
905. The term of suspension shall be for a minimum of four months. These months will not include June, July, or August.
906. At the end of the term of suspension, a society may petition to the Vice-President to be reinstated as a member of council. The society will then be reinstated subject to a two-thirds majority vote of the general council.
907. A notice shall be sent to the society indicating that the society has been placed on probationary status or suspended status.

908. The power to place a society on probation or suspension shall reside in the Executive Board of Engineering Council.

1000. Engineering Council Conference Fund and Engineering Council Program Fund

1001. There shall be a monetary stipend drawn from the profits of the Engineering Employment EXPO that shall be allocated to funds known as the Engineering Council Conference Fund and Engineering Council Program Fund.

1002. The amount of these funds shall be determined by the Executive Board.

1003. The funds shall be deposited in the Engineering Council Registered Student Organization Account and shall be administered by the Engineering Council Secretary-Treasurer.

1004. The application and funding approval procedure shall be governed by the documents entitled Engineering Council Conference Fund Policy and Engineering Council Program Fund Policy, which shall be ratified annually by the Executive Board upon its election.