

THE
CONSTITUTION OF ENCOUNCIL
THE UNDERGRADUATE STUDENT GOVERNMENT OF THE WASHINGTON UNIVERSITY IN ST.
LOUIS
SCHOOL OF ENGINEERING & APPLIED SCIENCE

As Revised: 9 February 2017

I. PURPOSE

EnCouncil is the undergraduate student government for the School of Engineering & Applied Science at Washington University in St. Louis, Missouri. As such, the purpose of EnCouncil shall be to:

- Represent the interests of engineering students and societies on issues in the School of Engineering & Applied Science, Washington University, and the engineering community as a whole.
- Further social and academic programming for students of the School of Engineering & Applied Science.
- Develop its members as future leaders in the engineering community.

II. MEMBERSHIP

- A. All students of Washington University are eligible to become members of EnCouncil.
- B. Attaining membership is defined as participating in any activity of EnCouncil.

III. CODE OF CONDUCT

- A. EnCouncil will not engage in any activities which violate the Washington University Charter, the University Judicial Code, the Constitution or By-Laws of Student Union, or which endanger the tax-exempt status of the University.
- B. EnCouncil will not explicitly or implicitly advocate acts of cruelty toward other individuals or groups, or advocate the violation of any individual civil rights.

IV. BY-LAWS

- A. Definition
 - 1. The By-Laws of EnCouncil (herein after referred to as “the By-Laws”) shall be a document containing the rules and procedures of EnCouncil.
- B. Purpose
 - 1. The purpose of the By-Laws shall be to easily bring order to EnCouncil and its meetings.
- C. Jurisdiction
 - 1. The rules outlined in the By-Laws shall be binding to all EnCouncil meetings and events in which EnCouncil is represented.
 - 2. The General Body may suspend any rule of the By-Laws by a majority vote of the members with voting status present during the time of the vote.
 - a. A specific time period must be specified for said suspension of the rules before the vote tally is taken.
 - b. Any suspended rule may be re-instated before the end of the prescribed time period by a majority vote of the members with voting status present during the time of the vote.

V. OFFICERS

- A. The Officers of EnCouncil shall be:

1. The President
 2. The Treasurer
 3. The Programming Chair
 4. The Professional Outreach Chair
 5. The Academic Affairs Chair
 6. Secretary
 7. Parliamentarian
- B. Executive Board
1. The Executive Board of EnCouncil shall consist of the officers listed in Sections A.1 through A.6 of this Article.
- C. Officer Duties
1. The duties of the Executive Board shall be:
 - a. To represent and aid the members of EnCouncil and their best interests.
 - b. To conduct the business of EnCouncil between general body meetings.
 - c. To regularly hold meetings of the Executive Board.
 2. The specific duties of the President, Secretary, Treasurer, Professional Outreach Chair, Programming Chair, Academics Affairs Chair, and Parliamentarian shall be delineated in Article I Sections A, B, C, D, E, F, G, respectively, of the By-Laws.
- D. Jurisdiction of Parliamentarian
1. A decision made by a Parliamentarian may be reversed in a general body meeting by a 2/3 vote of EnCouncil members with voting status that are present at said general body meeting.
- E. Terms of Office
1. The term of office of each Executive Board member shall expire one day prior to the last scheduled general body meeting of the academic year.
 2. At this time, the newly elected Executive Board begins its term of office.
 3. The Parliamentarian's term of office shall be designated in Article III Section D of the By-Laws.
- F. Transition
1. Refer to Article VI of the By-Laws for details of the transition of Officers.
- G. Vacancies
1. Vacancies in any office, with the exception of the President or Parliamentarian, shall be filled by a majority vote of the voting members present at the next general body meeting.
 - a. In the event of a vacancy on the executive board, the Executive Board shall appoint a new person to fill the vacated role before the next general body meeting. The appointee must be approved at the general body meeting immediately following the selection by the Executive Board by a majority vote of the voting members present at the time of the vote. The new Executive Board member's term shall begin immediately upon approval by the General Body.
 2. In the event that the office of the President becomes vacant, the Programming Chair shall assume the office of the President, until the next general body meeting when a vote will be held to confirm that individual's appointment.
 3. Vacancy in the Parliamentarian position shall be filled as specified in Article III Section D of the By-Laws.
- H. Impeachment
1. Refer to the By-Laws Article III Section E for the procedures for impeachment.

VI. VOTING

- A. Attaining or Regaining Voting Status
1. Any Washington University student can request voting status.
 2. Washington University students will be given voting status by the Parliamentarian after attending 2 general body meetings (i.e. at the third meeting that said student attends, they will be automatically given voting rights).
 3. In special cases determined at the parliamentarian's discretion, he or she may bestow voting status upon a student as the officer sees fit in the event that voting status has not yet been achieved or has not been retained.

- B. Retaining Voting Status
 - 1. An individual with voting status will here in after be referred to as a “voting member”.
 - 2. To retain voting status a member must attend three EnCouncil meetings per semester. A meeting is defined as any scheduled gathering of EnCouncil members performing EnCouncil functions, excluding Cheap Lunch (i.e. general body meetings, Vertigo meetings, study breaks, etc.).
 - 3. Exclusions from this policy may be granted to students abroad or on official leave of absence.
- C. Attendance shall be defined as being present in the room, or engaging in two way communication with the meeting.
- D. Retaining Voting Status Between Academic Years
 - 1. All voting members not graduating will have their voting status automatically rolled over.
- E. Votes During a Meeting
 - 1. All Officer and Chair elections shall be voted upon by all voting members present.
 - 2. All other votes shall be voted upon by any members in attendance, unless otherwise specified in the Constitution and By-Laws.
 - 3. “Entire voting membership” shall be defined as the total number of members with voting status, regardless of current attendance.
 - 4. All members that are voting shall be allowed one vote.

VII. STANDING COMMITTEE CHAIRS

- A. Chairs are members of the EnCouncil General Body who choose to take on a particular task on behalf of the council and with the council’s support.
- B. The specific duties and appointment of Chairs are described in Section II of the By-Laws.

VIII. MEETINGS

- A. General Body Meetings
 - 1. The council shall have general body meetings to discuss and decide on the business of the council.
 - 2. Any student at Washington University in St. Louis is welcome to attend and contribute at any general body meeting.
 - 3. All members shall be allowed one vote, pertaining to Article VI.
 - 4. The President will not have a vote, unless there is a tie, in which case the President casts one vote.
- B. Executive Board Meetings
 - 1. Executive Board Meetings shall be conducted on a regular basis, as described in Article IV Section B.1 of the By-Laws.
 - 2. All business conducted during the Executive Board Meetings shall be subject to review by the General Body at the next general body meeting.

IX. POWER OF APPOINTMENT TO OUTSIDE BODIES

- A. When EnCouncil is granted the power to appoint representatives to other bodies, the procedures outlined in Article IV Section D of the By-Laws shall be employed unless the representation is specified as an officer’s duty.
- B. Any person appointed to an outside body by EnCouncil under Section A of this Article may be removed from the appointed position by a 2/3 vote of the voting members present at the time of the vote, provided that such proceedings are presented at the previous meeting.

X. FINANCES

- A. Only the Treasurer shall have the power of signature over the transfer of funds of EnCouncil.
 - 1. If the Treasurer is using personal funds for EnCouncil business, then the President shall sign.
- B. Contractual Obligation
 - 1. EnCouncil shall not enter into any contractual agreement without the approval of the Treasurer.
 - 2. No contract shall be binding to EnCouncil unless signed by a member of the Executive Board and cosigned by a Dean of the School of Engineering & Applied Science or a member of the Office of

Student Involvement and Leadership.

3. EnCouncil shall in no way be obligated to fulfill the terms of any contract entered into on behalf of EnCouncil that is not in accordance with the above requirements. If the above requirements are not followed, the individual or individuals violating these requirements will be held responsible for fulfilling the contract.
- C. The EnCouncil account shall be maintained according to the current Student Union practices. At no time shall EnCouncil enter into financial obligation without sufficient funds on hand to fulfill the terms of the obligation.

XI. AMENDMENTS

- A. The Constitution of EnCouncil may be amended by a 2/3 vote of the entire voting membership of EnCouncil, provided that said amendment is proposed at the previous meeting. Voting members not in attendance at the general body meeting when the vote shall take place will count as a “do not amend the Constitution” vote. Proxy votes will not be allowed for constitutional amendment proceedings.
- B. The By-Laws of EnCouncil may be amended by a majority vote of the entire voting membership of EnCouncil, provided that said amendment is proposed at the previous meeting. Voting members not in attendance at the general body meeting when the vote shall take place will count as a “do not amend the By-Laws” vote. Proxy votes will not be allowed for By-Laws amendment proceedings.

XII. EFFECTIVE DATE

This Constitution shall take effect according to the document entitled “EnCouncil Constitution Transition Document, 9/21/2016”