



Regina Engineering Students' Society, Inc.  
*Constitution*

# 1. DEFINITIONS OF THE SOCIETY

## 1.1. Name

1.1.1. The name of the organization shall be "The Regina Engineering Students' Society, Inc."

## 1.2. Interpretation and Definitions

1.2.1. Further definitions and guidelines are detailed in The Regina Engineering Students' Society Inc. Operations Manual.

1.2.2. In this constitution, unless otherwise specified:

1.2.2.1. "U of R" shall hereafter refer to "the University of Regina".

1.2.2.2. "RESS" shall hereafter refer to "the Regina Engineering Students' Society Inc."

1.2.2.3. "Members" shall hereafter refer to "RESS members".

1.2.2.4. "Council" shall hereafter refer to "the Council of the RESS".

1.2.2.5. "Executive" shall hereafter refer to "Executive Council".

1.2.2.6. "Directors" shall hereafter refer to "Director Council".

# 2. MISSION STATEMENT

2.1. The Mission Statement of the RESS shall be:

2.1.1. To promote professional development, good fellowship, and engineering spirit among its members

2.2. The RESS shall aim to accomplish this Mission Statement by:

2.2.1. Advocating for engineering students to ensure quality education;

2.2.2. Providing opportunities and life experiences for the Members;

2.2.3. Representing and advocating for the Members within the campus, to other universities, and to the community at large;

2.2.4. Establish professional relationships with professional engineering institutes and societies;

2.2.5. Creating an engineering student community by:

2.2.5.1. Providing a balance to academics;

2.2.5.2. Providing a Member lounge;

2.2.5.3. Organizing academic, social, and athletic events.

# 3. MEMBERSHIP

## 3.1. Membership Fees

3.1.1. RESS membership fees will be assessed at the rate of twenty dollars (\$20.00) per person for each semester the student is registered for 6 credit hours or more (Spring and Summer sessions are regarded as one semester) in the U of R Faculty of Engineering and Applied Science Undergraduate Program.

3.1.1.1. The fees shall be automatically levied and collected by the U of R Financial Services.

3.1.1.2. No refunds of the fees shall be made.

## 3.2. Active Membership

3.2.1. 'Active' membership will be open to students enrolled at the U of R including students registered for co-operative education work term or internship. In order to be considered an 'Active' member, students must either:

3.2.1.1. Be enrolled in classes in the Faculty of Engineering and Applied Science and have paid the RESS membership fees;

3.2.1.2. Be on a cooperative education work term or internship through the U of R Coop Office.



- 3.2.2. 'Active' membership is immediately terminated upon expulsion, transfer to another university, convocation or if the member is required to discontinue (RTD) studies.

### **3.3. Honorary Membership**

- 3.3.1. 'Honorary' membership shall be given to:
  - 3.3.1.1. U of R, Faculty of Engineering and Applied Science alumni;
  - 3.3.1.2. Those chosen by President that share values outlined in the Mission Statement.
- 3.3.2. 'Honorary' members shall receive all rights and privileges of 'Active' membership, with the exception of:
  - 3.3.2.1. The right to vote in elections and general meetings;
  - 3.3.2.2. The right to hold an RESS Council position, notwithstanding alumni specific positions.

## **4. THE COUNCIL**

- 4.1. Council consists of the following positions:
  - 4.1.1. Executive Council (voting)
    - 4.1.1.1. The President;
    - 4.1.1.2. Vice-President Academic;
    - 4.1.1.3. Vice-President Finance;
    - 4.1.1.4. Vice-President Professional Affairs;
    - 4.1.1.5. Vice-President External;
    - 4.1.1.6. Vice-President Internal;
    - 4.1.1.7. Vice-President Communications.
  - 4.1.2. Director Council (non-voting)
    - 4.1.2.1. Consists of all positions listed in Section 4 of the RESS Operations Manual.
  - 4.1.3. Representatives (non-voting)
    - 4.1.3.1. Consists of all positions listed in Section 5 of the RESS Operations Manual.
  - 4.1.4. First Year Council (non-voting)
    - 4.1.4.1. Consists of all positions listed in Section 6 of the RESS Operations Manual.
- 4.2. The duties and responsibilities of the Council will include, but are not limited to:
  - 4.2.1. Perform their respective mandates as defined in the RESS Operations Manual.
  - 4.2.2. Ensuring that the Constitution of the RESS and the laws of the Non-Profit Corporation Act are followed in their entirety.
  - 4.2.3. Ensuring that the RESS does not become involved with partisan politics as an organization.
  - 4.2.4. Play an active role in achieving the mandate of their respective teams as outlined in Section 7 of the RESS Operations Manual.

## **5. ELECTIONS**

- 5.1. The RESS Council shall hold office for one regular elected term.
  - 5.1.1. Regular elected terms begin May 1<sup>st</sup> during the election year, and end April 30<sup>th</sup> of the following year or when the Council member vacates his/her position.
  - 5.1.2. Positions Filled by by-election or appointment shall be vacated on the following April 30<sup>th</sup>.
  - 5.1.3. If a member of the Council is on a work-term or internship during a semester, the Executive Council may appoint another Council member to assume the duties of the absent member. The appointee will assume all the duties of the appointed position as well as the duties of their original position.
- 5.2. Elections will be held in the month of March for the positions of:
  - 5.2.1. President;



- 5.2.2. Vice-President Academic;
- 5.2.3. Vice-President Finance;
- 5.2.4. Vice-President Professional Affairs;
- 5.2.5. Vice-President External;
- 5.2.6. Vice-President Internal;
- 5.2.7. Vice-President Social;
- 5.2.8. Vice-President Communications.
- 5.2.9. All Director positions as listed in Section 4 of the RESS Operations Manual.
- 5.3. Elections for the First Year Council will occur within three (3) weeks from the start of the fall semester.
- 5.4. Candidates must be 'Active' members of the RESS to be eligible for candidacy.
- 5.5. Presidential candidates shall have previously served a minimum of one semester on the Executive or served a minimum of two terms on the Directors.
- 5.6. Members of the Executive Council must be in at least their second year of engineering, by credit hours, by the start of their term.
- 5.7. Elections will be by secret ballot.
- 5.8. Nominations
  - 5.8.1. All nominations will be turned in to the Chief Returning Officer;
  - 5.8.2. Nomination forms shall be signed by:
    - 5.8.2.1. At least 10 'Active' voting members;
    - 5.8.2.2. The President or Council member in the pursued position, certifying that the candidate is well informed of the commitment associated with the position;
    - 5.8.2.3. A staff member of the Faculty of Engineering and Applied Science, certifying that the candidate is in good academic standing the proposed candidate.
  - 5.8.3. Nomination forms will be turned in prior to the campaign period.
- 5.9. The campaign period will begin one week prior to the election. All Executive Council candidates will perform a mandatory campaign speech during a public question period arranged by the Chief Returning Officer.
- 5.10. The Chief Returning Officer shall:
  - 5.10.1. Be selected by the current President at least one month before the election date;
  - 5.10.2. Verify the eligibility of all candidates;
  - 5.10.3. Not be a candidate in an election;
  - 5.10.4. Coordinate the RESS Election;
  - 5.10.5. Count election ballots and release election results no later than the Monday following the election.
- 5.11. Positions not elected shall be appointed by the incoming Council following the election
  - 5.11.1. Candidates wishing to be appointed to an RESS position must first request the appointment by the Council at a regular Council meeting.
- 5.12. No members of the RESS will receive any monetary remuneration for actions performed as a Council member.
  - 5.12.1. If a Council member receives payment as a result of their duties, the Council member must remit the funds to the RESS.
- 5.13. Elected or acclaimed officers resigning shall be replaced by by-election within twenty-one (21) days. Appointed officers shall be replaced by appointment within twenty-one (21) days. The term of the replacement officer will end April 30<sup>th</sup>.

## 6. COUNCIL ACCOUNTABILITY

- 6.1. No members of the RESS will receive any monetary remuneration for actions performed as a Council member.



- 6.1.1. If a Council member receives payment as a result of their duties, the Council member must remit the funds to the RESS.
- 6.2. Elected or acclaimed members of the Executive resigning shall be replaced by by-election within twenty-one (21) days. Appointed members of the Executive shall be replaced by appointment within twenty-one (21) days. The term of the replacement officer will end April 30th.
- 6.3. Any member of Council can be recalled if one third (1/3) of current 'Active' members or three (3) times as many 'Active' members that elected the officer, whichever is less sign a petition and nominate another 'Active' member to be a candidate for the position.
- 6.4. If recall occurs, a by-election will be called to elect an 'Active' member to the position within twenty-one (21) days.
- 6.5. An 'Active' member who has been recalled may become a candidate for any open position.
- 6.6. The 'Active' member that was nominated for the position within the recall must remain a candidate in the bi- election or the recall is void.
- 6.7. An officer can be subjected to a vote of non-confidence by the Council members (1 vote each) by secret ballot at a scheduled Council meeting, which, with a 2/3 majority vote (of total votes possible if all seats are filled), would result in the removal of said officer and a subsequent bi-election be called. The vote of non-confidence can be called due to reasons including, but not limited to:
  - 6.7.1. Violation of the RESS Constitution;
  - 6.7.2. Failure to perform job duties as outlined in the RESS Operations Manual;
  - 6.7.3. Making expenditures not approved by the RESS Council;
  - 6.7.4. Causing a financial loss due to incompetence, carelessness, or misappropriation;
  - 6.7.5. Taking actions that are not in the best interest of the RESS.

## 7. MEETINGS

### 7.1. Order of Business

- 7.1.1. The Council, subject to the approval of the RESS when assembled, shall prescribe the order of business at any meeting of the RESS.

### 7.2. Council Meetings

- 7.2.1. Council Meetings, defined as meetings of the RESS Council, shall be held no less than twice a month, or more frequently at the discretion of the president, who may call a meeting at any time.
- 7.2.2. Any member of the Executive Council and Directors failing to attend three (3) scheduled Council meetings without valid reason shall relinquish their position
- 7.2.3. Parliamentary procedure shall be followed at all meetings.
- 7.2.4. Quorum at a Council meeting is two-thirds of filled positions on the Executive Council, rounded up to the next whole number.

### 7.3. General Meetings

- 7.3.1. General Meetings shall be called at least once per fall and winter semesters.
- 7.3.2. The President, the Council, or thirty (30) 'Active' Members can call more general meetings, as they deem necessary.
- 7.3.3. General Meetings shall have its agenda publicly announced with at least one week's notice.
- 7.3.4. Meetings involving changes to the constitution may not be held during the period between the last final exam of the semester and the sixth day of class the following semester.
- 7.3.5. Members on co-operative education work term or writing an exam during the meeting time may proxy their vote to members attending the meeting.



- 7.3.6. Parliamentary procedure as described by Robert's Rules shall govern all proceedings, unless otherwise specified.
- 7.3.7. A quorum of thirty (30) 'Active' members shall be required.

## 8. FINANCES

### 8.1. Main Account

- 8.1.1. The fiscal year shall be from March 1st to February 28th.
- 8.1.2. One current chequing account shall be maintained at any chartered bank.
- 8.1.3. This account shall be used to pay bills, purchase stores, and purchase items for social events; all money received from revenue sources shall be deposited into this account.
- 8.1.4. The signing authority for the accounts consists of two signatures from the following:
  - 8.1.4.1. President;
  - 8.1.4.2. Vice-President Academic;
  - 8.1.4.3. Vice-President Finance.
- 8.1.5. For RESS functions requiring a budget, the Chair of the event committee must present a budget in a Council meeting for Executive Council approval.
- 8.1.6. The Council shall approve any purchases in excess of twenty-five dollars (\$25.00)
- 8.1.7. Purchases less than twenty-five dollars (\$25.00) are subject to review by the President and Vice-President Finance.
- 8.1.8. President and Vice-President Finance can order a refund to be paid by any Council member(s) making unapproved purchases.

### 8.2. Money from Charity Events

- 8.2.1. It shall be the responsibility of the Vice-President Finance to ensure appropriate procedures are followed for the handling of funds raised through charity events.

### 8.3. Money from Graduation

- 8.3.1. It shall be the responsibility of the Graduation Representative to ensure appropriate procedures are followed for the handling of funds raised through graduation events.

## 9. OPERATIONS MANUAL

- 9.1. The Operations Manual shall be regarded as an official document outlining the detailed mandate of the RESS.
- 9.2. The Executive Council shall make all changes to the Operations Manual.
- 9.3. The amendments do not have to be voted on at a general meeting, but rather at a scheduled Council meeting with a 2/3 majority vote (of total votes possible if all seats are filled).



## 10. SYMBOLS

10.1. The crest of the RESS are as shown:



10.2. The logo of the RESS are as shown:



## 11. ACT OF LAW

11.1. Any Council member must disclose any conflict of interest in any proposed action of the RESS; said Council member must abstain vote in approval of said action.

11.2. All functions sponsored by the RESS shall conform to civil and criminal law.

## 12. DISSOLUTION

12.1. Upon the dissolution of the Regina Engineering Students' Society, all assets, property, and information held by the RESS shall be held in trust by the University of Regina, Faculty of Engineering and Applied Science or its designate until such time as a new Engineering Students' Society or other successor non-profit corporation or like organization is formed by the Engineering Students of the University of Regina or its successor.

## 13. INTERPRETATION OF CONSTITUTION

13.1. The President shall make interpretation of any ambiguous or debated clauses in this constitution.



## 14. AMENDMENTS TO THE CONSTITUTION

- 14.1. Amendments to this constitution may be made by a majority vote of the members present at any General Meeting of the RESS providing General Meeting quorum is met; this is providing fifteen (15) days written notice of the proposed amendment is presented to the membership.
- 14.2. This constitution and subsequent amendments shall come into effect immediately following the adoption by the members at any General Meeting provided General Meeting quorum is met.
- 14.3. Regina Engineering Students' Society formation date: January 1, 1968.

14.3.1. Constitutional amendments:

February 27, 1969  
January 26, 1972  
March 8, 1977  
April 1982  
October 14, 1994  
April 6, 1995  
October 16, 1996  
November 21, 2000  
March 27, 2001  
February 4, 2003  
March 11, 2004  
March 15, 2007  
March 20, 2008  
March 3, 2011  
April 8, 2015.

14.3.2. Re-adopted with amendments:

November 6, 1992  
November 27, 2001  
April 22, 2002  
March 3, 2011  
April 8, 2015.

