ec

ENGINEERING COUNCIL

New Society Application Guide

University of Illinois at Urbana-Champaign

Last Updated: 2.8.2019

ec.illinois.edu

To **New Societies**,

As the President of Engineering Council at the University of Illinois, I would like to cordially thank you for your interest in joining EC. We are confident that our joint efforts in promoting your presence in the College of Engineering at UIUC will provide your company with invaluable recruitment and advertising benefits.

Engineering Council is one of the largest and most expansive student-run groups on campus whose primary objective is to unite the engineering community. Our council is the premier engineering governing body, acting as an umbrella organization for over one hundred engineering societies and student groups. We host an extensive range of events and activities, such as the Engineering Career Fairs, Engineering Open House, and Engineers' Week, among many others. Additionally, Engineering Council provides financial support and funding for academically stimulating events hosted by our underlying societies, giving thousands of dollars every year. The commitment we have to our projects, members, and standards of excellence has developed an unmatched reputation for Engineering Council within the student body.

This year, we are launching the Young Society Introductory Program. This program allows societies that have recently been founded (< 3 semesters) to receive support from Engineering Council and help them grow and gain members.

Sincerely,

Niket Shah
President – Engineering Council 2018-19

Young Society Introductory Program

Purpose:

To provide support for recently founded societies. We realized that the societies that could benefit most from EC support are RSO's that have been established for less than 3 semesters.

Society Requirements:

1. The proposed society must be recently founded/established (< 3 semesters)
2. The proposed society must be a Registered Student Organization (RSO) at the University of Illinois
3. The proposed society must be affiliated with the University of Illinois at Urbana Champaign and in one of the following majors:
   a. College of Engineering: any major
   b. LAS: Chemical Engineering, Physics, and Computer Science
   c. College of Agriculture: Agriculture Engineering
   d. Any student in the joint LAS/Engineering 5-year program
4. The proposed society must have at least one Engineering Council representative
   a. This representative may only represent one society
   b. The representative is responsible for ensuring that the society he/she represents fulfills the obligations set forth in the Engineering Council Constitution.
5. The proposed society must fulfill all 6 volunteering hour requirements
   a. Volunteer for 4 hours at Engineering Open House
   b. Volunteer for 2 hours at Engineering Open House OR send one volunteer host for Student Introduction to Engineering
6. The proposed society's EC representative must attend all General Meetings
   a. The society representative must attend all general meetings. If they cannot attend, they must send a substitute or get excused by the Engineering Council Vice President
   b. The society representative is responsible for reporting all information from the GM to the society he/she represents.
7. Completed Society Information Questionnaire (end of document) or on the EC website
   a. Email to president@ec.illinois.edu and vp@ec.illinois.edu
   b. Subject: "EC New Society Application: [SOCIETY NAME]"
8. The society's president, EC Representative, and advisor will meet with the President and Vice President of Engineering Council.
9. If permitted by the President and Vice President, the society will prepare a presentation to give to the General Council and admittance to the General Council will be put to vote.
10. After 1 year in the Young Society Introductory Program, the society will present again to join the General Council with full society benefits.

Young Society Benefits

1. Participation in Engineering Council Events

E-Night

E-night is an event held early in the fall semester to help societies attract new members, especially freshman. E-Night is set up just like Quad Day for just Engineering RSO's.

Social Events

These events include the annual E-Week semiformal, charity golf or broomball tournaments, going to sporting events, carving pumpkins, apple picking, and much more!

Event Publicity

EC is allowed 3 mass emails per semester to the entire College of Engineering. EC societies have the opportunity to advertise their own events. EC also sends out weekly newsletters to all EC societies.

2. Funding Opportunities

Societies are able to apply for funding anytime throughout the semester before or after the event has occurred. If the funding application is submitted two weeks before the event, the society will be notified of EC support within one week of submitting.

Program Funding	Joint Funding	Conference Funding
- Non – conference events - non – joint events - Generally on campus - Generally hosted by applying society - Must be academically beneficial - Must advocate interaction between engineering students on campus	- Events hosted by multiple EC societies - Events academically beneficial - Advocate interaction between engineering students on campus - Joint events can be on or off campus	- National or regional conferences - Events possibly hosted by parent chapters or professional organizations - Events that usually include travel costs - These must be OFF CAMPUS events

3. Computing Resources

Webspace

Each society is given 50 MB of webspace on the EC server to host its website. The URLs of sites hosted on the server are of the form http://<societyacronym>.ec.uiuc.edu. Societies can use Perl, PHP and ColdFusion scripting languages and MySQL databases with their sites. The server also has an SSL certificate for secure Transfer of data.

Mailing Lists

Societies can host mailing lists on the EC server. Societies often use their mailing lists for their executive boards and members to easily communicate with each other.

New Society Membership Program

Purpose:

To provide support for engineering student organizations on campus.

Society Requirements:

1. The proposed society must be established for more than 3 semesters
2. The proposed society must be a Registered Student Organization (RSO) at the University of Illinois
3. The proposed society must be affiliated with the University of Illinois at Urbana Champaign and in one of the following majors:
   a. College of Engineering: any major
   b. LAS: Chemical Engineering, Physics, and Computer Science
   c. College of Agriculture: Agriculture Engineering
   d. Any student in the joint LAS/Engineering 5-year program
4. The proposed society must have at least one Engineering Council representative
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   b. The representative is responsible for ensuring that the society he/she represents fulfills the obligations set forth in the Engineering Council Constitution.
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9. If permitted by the President and Vice President, the society will prepare a presentation to give to the General Council and admittance to the General Council will be put to vote.

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Knight's of St. Patrick

Each society receives 2 KSP nominations. KSP is an annual award given to 10-15 students who represent leadership, excellence in character, and exceptional contribution to the College of Engineering.

Society Pictures

Every fall, EC organizes a night where all EC societies have opportunity to take committee pictures. The pictures are printed, framed and set to each participating society.
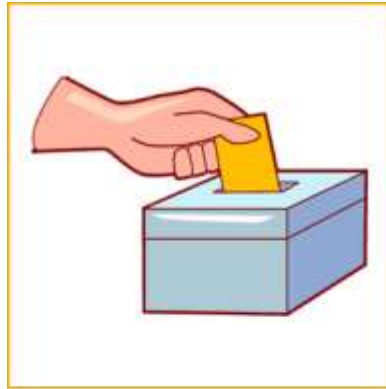
Society Awards

EC societies can apply to several monthly and yearly awards. The awards consist of a plaque and a monetary gift.

Voting Privileges

Society representatives vote on elections, general Engineering Council business, constitutional revisions, and admittance/readmittance of societies into Engineering Council.

Dean's Access

DSAC hosts several events throughout the year. These events allow direct access to deans to speak to them about whatever you like from personal matters to specific matters related to your society.

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Society Information Questionnaire

Society Name:

Semester Established:

RSO Standing:

Position	Name	Email
President		
Treasurer		
Webmaster		
Faculty Advisor		

Please tell us a little bit about your society:

What are the goals of your society?

How is your society organized/structured?

What is your breakdown of engineering students in your society?

What is your target membership of your society?

What kind of events does your society participate in?

How do you see your society fitting into Engineering Council?

Why does your society want to join Engineering Council?