

BY-LAW 5

THE YEARS

Part I: Purpose

1. The Year Executive is to administrate the affairs of the Year and to provide a line of Communication between the Year and the EngSoc Council. The Year Executive should attend all general meetings of EngSoc. The events organized by the Year Executive should reflect the spirit and pride of each engineering year.

Part II: Membership

2. a. All students who are ordinary members of the Faculty of Applied Science will belong to a Year Society as defined below.
- i. The First Year shall include all the students who are registered in the Faculty of Applied Science who will graduate within three years of the April of the current academic year.
 - ii. The second year shall include all students registered in the Faculty of Applied Science who will graduate within two years of the April of the current academic year or have been a member of EngSoc for one year.
 - iii. The third year shall include all students registered in the Faculty of Applied Science who will graduate within one year of the April of the current academic year or have been a member of EngSoc for two years.
 - iv. The fourth year shall include all students registered in the Faculty of Applied Science who will graduate in the April or sooner of the current academic year or have been a member of EngSoc for three years.
- b. The officers of a particular Year must be in that year as outlined above.
- i. Members of the Engineering Society that are members of two Year Societies as defined by above are only eligible to be an officer of the year that is closest to graduation.

Part III: Election of Officers

3. a. The executive officers of each Year shall be elected at an open meeting conducted by the Elections Committee in the following order:
- i. From Fourth Year:
 - 1. President
 - 2. Vice President
 - 3. Fourth Year A.M.S. representative
 - 4. Faculty Board Representative (only one)
 - 5. Events Coordinator(s)
 - 6. Treasurer
 - 7. Year Merchant

8. Publicity Guru/Scribe
 9. Webmaster(s)
 10. ThankQ Representative
 11. Year book Coordinator
- ii. From Third Year:**
1. President
 2. Vice President
 3. Third Year A.M.S. Representative
 4. Faculty Board Representative (only one)
 5. Events Coordinator(s)
 6. Treasurer
 7. Year Merchant
 8. Publicity Guru/Scribe
 9. Science Formal Representatives
 10. Webmaster(s)
- iii. From Second Year:**
1. President
 2. Vice President
 3. Second Year A.M.S. Representative
 4. Faculty Board Representative (only one)
 5. Events Coordinator(s)
 6. Treasurer
 7. Year Merchant
 8. Publicity Guru/Scribe
 9. Science Formal Representatives
 10. Webmaster(s)
- iv. From First Year:**
1. President
 2. Vice President
 3. First year A.M.S. Representative
 4. Year Merchant
 5. Events Coordinator(s)
 6. One Faculty Board/BED Representative
 7. Treasurer
 8. BEWS Stick
 9. WIC Stick

10. Scribe
11. Science formal representative
12. Webmaster(s)

b. All the First Year EngSoc Section Representatives shall be ex-officio members of the First Year Executive.

4. Any vacancies shall be filled with an interim election of the Year concerned as soon as possible.

Part IV: Duties of Year Officers

5. a. The President of each Year shall be a voting member of EngSoc Council and shall represent the interests of the year at meetings of the Engineering Society as well as at large.

b. The Vice President of each Year shall assist the President and shall act as President in the event that the President is absent. The Vice President shall also serve as a liaison to all groups external to the year executive. The First and Second Year Vice Presidents are voting members of EngSoc Council

c. The Alma Mater Society Representative of each Year shall attend AMS meetings regularly and represent the interests of the Year and the Engineering Society at said meetings. Also, the AMS Representative shall report to the respective Year Executive on matters of concern that arise from said meetings. A.M.S. Representatives are also voting members of EngSoc Council.

d. The Faculty Board Representative(s) of each Year shall attend the Faculty Board meetings regularly and represent the interests of the Year and the Engineering Society at said meetings. Also, the Faculty Board Representative(s) shall report to the respective Year Executive on matters of concern that arise from said meetings. Faculty Board Representatives are also voting members of EngSoc Council.

e. The Treasurer of each Year shall administer the finances of the Year through the Engineering Society by liaison with the Office Manager and the Vice President (Operations) or the Director of Finance. The Treasurer of each Year shall, within fifteen days of taking office, contact the Office Manager to transfer authority on the year account within the Engineering Society.

f. The Events Coordinator of each Year shall provide ample opportunity for social interaction and stress relief for the members of the Year through the organization of events throughout the year.

g. The Science Formal Representatives shall assist in the planning and construction of the annual Science Formal in conjunction with the Science Formal Committee. In addition, the Science Formal Representatives will work with the Science Formal Committee to organize and plan deconstruction.

- h.** The Publicity Guru of each Year shall bring to the attention of the Year any information or items of interest by any means required, including but not limited to submitting the Year news weekly for publication in Golden Words, design and distribution of campus advertising, and upkeep of the Year's Internet presence.
- i.** The Year Merchant will be responsible for Year paraphernalia. This shall consist of efforts to obtain new paraphernalia and keeping inventory of current stock.
- j.** The ThankQ Representative will be responsible for coordinating with the Alumni Affairs ThankQ Coordinator to raise funds for the fourth year ThankQ gift.
- k.** For first year Athletic Stick duties, refer to Policy Manual Section κ.A.

Part V: Permanent Year Executive

- 6.** The Permanent Year Executive is to administrate the affairs of the Year and to provide a line of communication between the Year, EngSoc Council, and the Alumni Affairs for the Year, immediately upon election and after graduation.
- 7.** The executive officers of each Year shall be elected at an opening meeting in the following order:
 - a.** President
 - b.** Vice President
 - c.** Treasurer
 - d.** Social Convenor
 - e.** On-Campus Personality (one-year term)
 - f.** Any members at large that the Year so sees fit

Part VI: Policy References

- 8.** This by-law can be referenced in the following sections of the Policy Manual: θ.B.