



Engineering Governing Council

*The legislative body representing the students
of the School of Engineering at Rutgers University.*

EGC19S13

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Sponsor: Internal Review Committee

Bill to Create the Communications Standing Committee

Whereas, effective communication of information to its members and the engineering student body is essential to accomplishing the Engineering Governing Council (EGC) mission; and

Whereas, current responsibilities related to communications are spread out across multiple committees and positions; therefore

Be it hereby enacted that,

1. Article III Section 1.1.g shall be amended to read “Communications Committee”
2. Article III Section 1.2.7 shall be amended to read as follows:
 7. Communications Committee
 - a. Shall be chaired by the Secretary ex officio
 - b. Shall have the following subcommittees
 - i. Publicity
 - ii. Digital Administration
 - c. Shall have the following responsibilities
 - i. External communications
 1. Communicate relevant information to the engineering community through ListServ emails
 2. Manage EGC’s social media
 3. Update the EGC bulletin window
 4. Manage the EGC website
 5. Facilitate EGC’s presence at outreach events
 6. Provide at least 24 hours notice of Council meetings on social media
 7. Manage correspondence sent to the official Council email account

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8. Correspond with the School of Engineering administration and ensure that all information regarding EGC and its member societies on the School of Engineering website is kept up to date
9. Correspond with the School of Engineering administration regarding social media posts promoting EGC and its member societies
- ii. Internal communications
 1. Manage the EGC Internal Mailing List
 2. Email members meeting agendas and referenced documents at least 24 hours notice of Council meetings
 3. Manage the digital display during Council meetings
- iii. Record keeping
 1. Maintain an accurate roster of all members
 2. Create, record and disseminate minutes of Council Meetings
 3. Record attendance at Council meetings
 4. Keep a record of all legislation
 5. Manage permissions and maintain the organization of the EGC Google Drive
3. Article V Section 2.3 shall be removed
4. The Internal Review chair shall update the Standing Rules accordingly within two days.
5. The Webmaster shall update the website accordingly within four days.
6. The changes will take effect when the 2019-2020 EGC term begins.

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