

**The Constitution of the Jonathan Edwards College Council**

**I. Article I - Name**

A. Section 1: Formal and Acceptable Names

1. The official name of this organization shall be the “Jonathan Edwards College Council.”
2. This name may also be represented as “JECC,” “JE College Council,” or “the Council.”

**II. Article II - Object**

A. Section 1: Purpose

1. The purpose of the Jonathan Edwards College Council shall be to act as a representative body of the students of Jonathan Edwards College at Yale University. The Council shall work to improve the lives of those who reside in, oversee, interact with, and visit Jonathan Edwards College.

**III. Article III - Membership**

A. Section 1: Composition

1. The Jonathan Edwards College Council shall consist of five representatives from each of the four undergraduate classes present in the College.
2. In the event of a lack of interest or other mitigating factor that would prevent a class from having five representatives on the Council for a given term, a class may be represented by fewer than five representatives, though efforts should be made to restore that number to the full requirement of five.
3. The Council shall be led by an Executive Board, whose composition, requirements, and duties are outlined in the following article.
4. Membership in the Council may not be impeded or restricted based on race/ethnicity, religion, national origin, gender identity, disability, or sexual orientation.

B. Section 2: Member Term Length

1. Representatives from the four classes shall be elected to a term of one academic year, with elections being held at the commencement of the fall term. The procedure for these elections can be found in Article V.

**IV. Article IV - Executive Board**

A. Section 1: Officers

1. The Executive Board of the Jonathan Edwards College Council is to be composed of three officers:
  - a) President,
  - b) Vice President/Treasurer,
  - c) Secretary.

B. Section 2: Duties of Officers

1. The duties of the President of the Jonathan Edwards College Council shall be to:
  - a) Moderate, and provide an agenda for, all Council meetings,

- b) Maintain order through rules outlined in this document,
  - c) Ensure that all viewpoints are fairly represented and remain impartial whenever possible,
  - d) Promote the effective and smooth carrying out of all Council functions, run all Council elections, and serve as the representative of the Council at official functions and to the Master and Dean,
  - e) If necessary, cast the tie-breaking vote in any deadlocked Council vote or election,
  - f) In consultation with the Dean and Housing Committee, conduct elections for members of the JE Housing Committee.
2. The duties of the Vice President/Treasurer of the Jonathan Edwards College Council shall be to:
    - a) Take the place of the President in case of his/her absence or incapacitation,
    - b) Develop and oversee the budget for the Council in consultation with the President, Master, and Operations Manager, which is to be presented to the Council upon completion,
    - c) Give a semesterly report to the Council on how JECC money has been spent and, if requested, provide information to members regarding specific allocations of funds,
    - d) Work with the President on ad hoc committees as necessary, though the Vice President/Treasurer may withdraw themselves from any ad hoc committee at their own discretion without need for vote or review.
  3. The duties of the Secretary of the Jonathan Edwards College Council shall be to:
    - a) Keep accurate minutes of all Council proceedings,
    - b) Ensure that these minutes are distributed to the representatives and officers, as well as to the Master, Dean, and Operations Manager,
    - c) Post attendance rates of the members and officers to the JE website,
    - d) Distribute minutes to the students of Jonathan Edwards College by means determined by the Executive Board,
    - e) Copy and distribute agendas and other documents related to the operations and proceedings of the Council to the Council and/or the College at the request of the President.

C. Section 3: Officer Term Length

1. Officers will each serve for a term of one full calendar year, with elections to be held at the final meeting of the Fall semester.
2. Elections for the three officer positions will be held at the completion of the aforementioned terms. The procedure for these elections can be found in Article VI.

**V. Article V - Member Elections**

A. Section 1: Scheduling

1. Elections are to be held at the commencement of the fall term, prior to the first meeting of the Council, and shall be organized by the President and executed by the President, Vice President/Treasurer, and Secretary.

B. Section 2: Candidacy

1. Any undergraduate student presently enrolled in Jonathan Edwards College at Yale University may be eligible to run for Council office.
2. The President must provide the entirety of the eligible student body a minimum of seventy-two hours notice prior to the opening of voting to submit their candidacy.
3. Candidates may be self-nominated, and all students who desire to be on a ballot shall be placed into the system along with a candidacy statement if they elect to submit one.
4. Any student who is nominated by another shall appear on the ballot; they may, however, withdraw their name from the ballot prior to or during the election if they so choose. Students nominated by other members of their class shall be notified in advance of the election.

C. Section 3: Election Procedure

1. Ballots shall be submitted and counted secretly, and individuals casting ballots shall not have their name linked to their ballot.
2. Votes are to be cast and counted electronically, in accordance with the Yale College Council's standard voting procedure.
3. All students of the College may vote for up to five representatives to represent their class, selecting these students only from their own class.
4. Voting shall close and the election of representatives shall be certified after seventy-two hours, with the exception that the President has the discretion to extend representative elections if deemed necessary.
5. Upon termination of voting and the completion of ballot tallying, the President or a designated representative has the responsibility of notifying the class of the victorious representatives by email, with an accompanying announcement to be posted on the JECC section of the College website.

D. Section 4: Class Participation Percentages

1. If an election is competitive, fifty-one percent of the students of that class must have cast a ballot in order for the election results to be valid. Failure to garner fifty-one percent majority in the above time constraint shall be considered grounds for a two day extension of the election process, at which time—should a fifty-one percent majority not have been reached—the five highest vote-getters shall be named representatives.
2. If five or fewer students in a class run, an election is deemed not competitive, and therefore there is no required voting percentage of the class for the election results to be valid.

**VI. Article VI - Officer Elections**

A. Section 1: Scheduling

1. The Executive Board shall be elected according to a schedule consistent with Article IV, Section 3.
2. Elections shall be organized by the sitting President and executed by the sitting President, Vice President/Treasurer, and Secretary.

B. Section 2: Candidacy

1. Any student who is presently serving as a representative or officer on the Council shall be eligible to run for any office of the Executive Board, with the exception that:
  - a) Seniors may not run for any office for the following term,
  - b) Students with the intent to spend a semester or a year abroad may not run for an Executive Board position that would fall during the time that they intend to spend away from campus,
  - c) No person may be SAC Chair and JECC President concurrently,
  - d) Representatives with the intent to apply to be a Freshman Counselor and simultaneously run for President must consult with the Master and Dean before submitting a candidacy statement, and must also notify the Council of this intent.
2. Candidates may be self-nominated or nominated by their peers, and all students who desire to be on a ballot shall be placed on a list with their fellow candidates for consideration.
3. Any student who is nominated by another shall appear on the ballot; they may, however, withdraw their name from the ballot prior to or during the election if they so choose.

C. Section 3: Election Procedure

1. The President shall, at the penultimate meeting of the term, inform the Council of the date and time of the next meeting, scheduling it as an election meeting.
2. The President shall then call for candidate nominations for the Executive Board offices in descending order of hierarchy—President, Vice President/Treasurer, then Secretary—and the Secretary shall record both the self-nominations and the peer nominations in the minutes as both a record of process and as a candidacy sheet for the elections the following week.
3. At the final meeting of the term, the President shall permit candidates for each office to make a short speech of consistent length to the Council as a method of outlining their candidacy. The floor will then remain open to questions until the President closes it.
4. Following all speeches for a given office, the President shall ask all candidates for that office to step out of the room, at which point:
  - a) The remaining members of the Council shall discuss the merits of each candidate in a forum moderated by the President,
  - b) The President shall wait until the discussion has been exhaustive, at which point the President shall call for a secret ballot,
  - c) The votes are to be tallied by the sitting President, and if any one candidate has a fifty-one percent majority, they will be deemed elected to that office, and the entire group of candidates will be brought back into the room and notified of the results,
  - d) Votes are to be held until a fifty-one percent majority elects a given candidate.
5. Immediately after the successful election of a candidate, that candidate shall assume the Executive Board position to which they were elected and relieve the then-former officer of their duties and responsibilities.

**VII. Article VII - Resignation and Removal of Members and Officers**

A. Section 1: Grounds for Removal

1. If a representative misses three meetings during a semester, it is the responsibility of the Council—under the leadership of the President—to investigate. In the event that the President is the member of the Council whose absence generates the process explained above, the Vice President/Treasurer shall lead the investigation. Following the investigation, the leader of said investigation shall recommend a given course of action to the Council, who shall vote to approve that action with a fifty-one percent majority. Such actions may include:
  - a) No action,
  - b) Verbal reprimand,
  - c) Written reprimand,
  - d) Referral to a removal hearing,
  - e) Immediate removal without hearing.
2. If a representative misses six straight meetings of the Council, or five out of seven meetings, they are to be immediately removed from the Council without hearing. There are two exceptions to this policy:
  - a) The representative is on medical leave,
  - b) The representative was elected in a non-competitive election.
3. Attendance at a meeting shall mean the physical presence of the member within twenty minutes after the meeting is called to order. Excuses for late arrival because of compulsory University appointment, medical appointment, or legal or religious obligation may be granted by the President.
4. Elections shall be held to replace a removed member of the Council within seven days of the removal of said member. These elections shall follow the election procedure outlined in Article V, and the winner of such a special election shall serve until the end of the removed member's term.
5. All members, both on and off the Executive Board, are expected to adhere to a code of conduct becoming of themselves and a student of both Jonathan Edwards College and Yale University. This code of conduct mirrors the one outlined in the Yale student handbook. Effectively, members of the Council may not act in a manner that brings a negative light upon themselves, the Council, Jonathan Edwards College or its affiliates, or Yale University. Such a violation will trigger the proceedings outlined in Article VII, Section 2.

#### B. Section 2: Removal Proceedings

1. In the event that a member's conduct in or out of Council meetings is deemed damaging to the welfare, operation, or image of the Council, the Council shall initiate a removal hearing.
2. The hearing shall be held at a time to be determined by the highest-ranking member of the Executive Board not under consideration for removal, which may or may not be during a scheduled Council meeting. The procedure for said hearing is as follows:
  - a) The ranking member not under consideration for removal shall, upon quorum, call the hearing to order,
  - b) The ranking member shall inform the accused member of the specific nature of the grounds for the hearing and invite them to make a speech explaining their conduct,

- c) The accused member shall, if desired, inform the Council of the justification for their actions and either agree to resign or request the matter of their removal to come to a vote of the full Council,
- d) The Council will excuse the accused and discuss all relevant facts and circumstances surrounding the case,
- e) Following deliberation, the Council shall come to an anonymous, blind vote,
- f) If seventy-five percent of the present members vote in favor of removal, the accused member shall immediately be removed from the Council,
- g) If fewer than seventy-five percent of the present members vote in favor of removal, the accused member shall remain on the Council,
- h) After the vote and regardless of outcome, the excused member will be brought before the Council to hear their vote, which shall be final, at which point the hearing will conclude.

C. Section 3: Voluntary Resignation

1. Any member may, at any time and for any reason, submit their resignation to the Executive Board and the Council.
2. The resignation of any member may not be refused, and the reasons for resignation need not be disclosed by the resigning member.
3. In the event of the resignation from the Council of the President or any of the Executive Board officers, an election—following the procedure outlined in Article VI—shall be held within two weeks of the announcement of the resignation provided that school is in session for those two weeks. If not, the election shall be held within the next two scheduled meetings. For this election:
  - a) All representatives are eligible for election,
  - b) If the Vice President/Treasurer and Secretary choose to run for a position, both may do so without resigning from their positions,
  - c) If either of the two non-resigning Executive Board officers is elected to another office, subsequent elections will be held to fill the newly vacated positions until all Executive Board offices are filled.
4. Following the resignation of an Executive Board officer but preceding the election of a replacement, the next ranking member of the Executive Board shall be given the option to ascend to the vacant position and an interim member will be appointed to fill the vacant spot on the Executive Board.

**VIII. Article VIII - Operation of the Council**

A. Section 1: Assembly

1. The Council will be scheduled to meet as the President sees fit in order to fulfill the objective stated in Article II.
2. The Council shall convene no less than twice a month when school is in session, and shall convene no more than twice a week unless there exist exigent circumstances that would require greater frequency. These circumstances are to be determined, and thus these additional meetings are to be authorized, by a two-thirds vote of the Executive Board.
3. The agenda for any scheduled meeting must be distributed no less than twenty-four hours prior to that meeting's commencement. This agenda is to be set by the

Executive Board when and as they see fit—provided this does not conflict with the previous guideline—and distributed by the President.

4. The location and time of the meeting shall be distributed by the President according to the same distribution guidelines as are used to regulate agenda distribution.

B. Section 2: Voting Regulations

1. Each representative member shall have one vote.
2. The Executive Board officers shall also have one vote, with the exception of the President, who acts as a non-voting representative. The only exception to this is that:
  - a) If there is a tie, people who have abstained will be given a chance to change their votes,
  - b) Should the vote remain tied, or should there be no abstentions, then the President shall cast the deciding vote.
3. Electronic votes are considered valid if announced with a minimum timeframe and a quorum of votes has been cast. With an electronic vote, the same quorum and percentage rules apply as with a verbal (standard) vote. This method of voting may only be used in lieu of a formal vote in the event that the President authorizes such a vote.

C. Section 3: Parliamentary Procedure

1. This Council is to be run in accordance with Robert's Rules of Order Newly Revised, with modifications to be approved on an individual rule basis by a two-thirds majority of the Council. All modifications made prior to the establishment of this Constitution will be grandfathered in to this rule.
2. Any business conduct for which the Council needs guidance and for which Robert's Rules of Order Newly Revised do not provide a structure shall be left to the President to determine.

D. Section 4: Public Access

1. Council meetings shall be open to all, regardless of residential College affiliation or position at the University. This shall be the case whenever possible, with the exception that meetings may be closed to representatives and the Executive Board if:
  - a) The Council is holding scheduled elections,
  - b) The Council is discussing matters of sensitivity to either those within the College or those outside of the College,
  - c) The President believes it to be prudent and necessary.
2. Minutes from all meetings shall be distributed to the Council by the Secretary within forty-eight hours of the adjournment of a meeting. Failure to do so more than four times within a single Executive Board term will result in the automatic triggering of the removal hearing outlined in Article VII, Section 2.
3. Whenever possible, Council meeting times and notable decisions shall be publicized on the JE College website or in official reports.
4. Under no circumstance may an active representative, regardless of office or status, be barred from attending a meeting of the Council.
5. It shall be understood that the purpose of this Section is to ensure the continued advancement of the Council towards the object stated in Article II, Section 1, and as a

result the Council should strive at all times to maintain effective communication with its constituency.

E. Section 5: Overseeing Committees

1. The Council shall, for the purpose of efficiency, utilize three committees in order to create finished proposals for the Council to vote upon. These committees shall be the:
  - a) Activities and Events Committee,
  - b) Facilities Committee,
  - c) Gear Committee.
2. For the above three committees, their respective areas of concentration shall be as follows:
  - a) Activities and Events Committee: Tasked with overseeing all Council-sponsored events, such as Great Awakening and BAR Night,
  - b) Facilities Committee: A combination of the previous Game Room, Gym, and Library Committees, tasked with making recommendations for maintaining and improving these three and all other Jonathan Edwards facilities over which the Council has purview, and with coordinating with the Master and the Operations Manager regarding any changes to these spaces.
  - c) Gear Committee: Tasked with ordering and selling existing gear items, and with making recommendations for and designing new gear items for sale to the College.
3. The functioning of these committees with respect to items of business shall be as follows:
  - a) A member of the Council will propose or support an item of business assigned to the Council and recommend that it be delegated to a specific committee for consideration,
  - b) Any member of the Council must then call for a motion granting that committee the authority to review the business,
  - c) Upon passage, the committee will then consider the business when they next convene and make a recommendation to the Council on action to be taken.
  - d) Following this recommendation, the full Council shall then deliberate and vote on the recommended action, with a fifty-one percent majority of the Council necessary for passage.
4. These committees shall be filled by volunteers from the non-officer contingent of the Council, shall be established in the fall, and shall maintain their leadership and structure throughout the academic year.
5. The President of the Executive Board shall, by no later than the third meeting of the term, ask for volunteers from the Council to staff the three committees. It is expected that every non-officer representative will belong to one of the three committees.
6. A committee may have no fewer than three members, with no maximum on the number of members.
7. Each committee shall, by whatever manner they deem appropriate, nominate a Chair, who shall be responsible for communicating all committee work to the Council, for coordinating with the President regarding appearances on the agenda, and for running their committee.



8. Committees may be called to order by either the President or their Chair whenever either sees fit.

F. Section 6: Ad Hoc Committees

1. When it is deemed necessary by the President, the President may establish an ad hoc committee to review any business that falls outside the scope of one of the aforementioned committees.
2. These committees shall have the same rules and empowerment as the committees established in Article VIII, Section 5.

**IX. Article IX - Duties of the Council**

A. Section 1: Responsibilities

1. The Council shall, through scheduled meetings and any other group interactions with the College, provide a forum for discussion of matters of concern, interest, and importance to the students of the College.
2. As a result of the above interactions with students of the College, the Council shall lobby for the interests of students within the College as representatives of these views, provided that these views are:
  - a) Believed to be indicative of the will of the majority of the students of the College,
  - b) Not in conflict with what the Council believes to be in the best interests of the College as a whole.
3. If and when the need arises, the Council shall bring to the attention of the Master of Jonathan Edwards College and the appropriate member(s) of Yale University matters of security, construction, renovation, maintenance and development within the College, and shall make suggestions concerning capital improvement projects.
4. The Council shall oversee the operation of the Jonathan Edwards “Big Sib - Little Sib” freshman program, whose stated purpose is outlined in the Freshman Handbook and whose ultimate goal is to promote the welcoming and familiarization of incoming freshmen to Jonathan Edwards College through an established partnership with current residents of the College. This oversight shall require that the Council:
  - a) Arrange, through delegation or any other system deemed appropriate, Big/Little Sib groups,
  - b) Edit and distribute the JE Freshman Handbook.
5. The Council shall maintain oversight over all of the facilities under its purview, and shall work with the Master, Operations Manager, and Building Supervisor to ensure their continued operation and organization.

B. Section 2: Facilities Under Purview

1. To the end of ensuring continued operation and organization, the Jonathan Edwards College Council, in coordination with the Master and the Operations Manager, possesses the authority to oversee and make decisions directly affecting the following facilities within the College:
  - a) Art Galleries,
  - b) Buttery,
  - c) Condom Dispensaries,
  - d) Courtyard,

- e) Game Room,
  - f) Gym,
  - g) Kitchen,
  - h) Libraries.
2. Where necessary, the Council reserves the authority to elect managers to assist the council in supervising, operating, and maintaining any of the facilities listed above. The procedure for such elections can be found in the immediately following section.

C. Section 3: Facility Managers

1. There shall exist student managers (“managers”) to supervise the following facilities:
- a) Art Galleries,
  - b) Buttery,
  - c) Condom Dispensaries,
  - d) Kitchen.
1. Following the first meeting of the Council of the Fall term, the President shall inform the College of the vacant manager positions and ask for applications.
2. All manager positions shall be open for application to all student members of the College, and this application process shall be organized and supervised by the Council. All candidates shall be interviewed—with the current managers present—by the Operations Manager, and approved by the Operations Manager.
3. Upon their election or appointment to office, all managers shall report to the Council and the Operations Manager and shall work with the latter in order to fulfill their duties in their respective areas.
4. In the event that a manager is negligent in performing the duties delegated to their position, the President or a designated representative shall issue two official warnings—written or verbal—and alert the Council. If this manager fails to fulfill their duties after these warnings, then the President must call for a motion to remove the manager from that position and hold elections to replace them within two meetings from the successful passage of said motion.
5. In addition to the above procedure, the Master and the Operations Manager possess the authority to remove any manager from their post and work with the Council to appoint a new manager to their post. Such a removal shall be presented to the Council at least twenty-four hours prior to said removal for the Council’s information, but shall not require the approval of the Council to be deemed valid.

**X. Article X - Constitution Authority and Amendment Guidelines**

A. Section 1: Constitution Authority

1. Upon ratification by a two-thirds majority of the Council, this Constitution of the Jonathan Edwards College Council shall be effective and shall supersede all previous constitutions.
2. The Constitution is considered to be binding to all those who wish to serve on the Council in either a representative or officer position.
3. Any member who repeatedly disregards may, upon the recommendation of two-thirds of the Executive Committee or one-half of the representatives at any given meeting, be subject to whatever penalty under Article VII is deemed fit by the voting body.

B. Section 2: Amendment Guidelines

1. The President shall convene a committee to review the Constitution at least once every three years.
2. The review of the Constitution shall be done by an ad hoc committee established under the system established in Article VIII, Section 6.
3. Any member of the Council may, at any time, move to amend the Constitution. Such a motion requires a two-thirds majority for passage of the moved amendment.

C. Section 3: Document History

1. This constitution was ratified on February 20th, 2012.