

*Official Bylaws of the University of Saskatchewan Institute of Electrical and Electronics Engineers, Inc. Student Branch*

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**Preamble**

The Bylaws of the IEEE Student Branch provide the specific governance for the structure and procedures of the IEEE Student Branch. These Bylaws specifically define the procedure and structure outlined in the constitution.

**Original Version: March 27, 2006**

**Revised: March 5, 2013**

## **Bylaw 1 – The IEEE Illumination Academic Fund**

### **Article 1: Name and Purpose**

- 1.1 This fund shall be known as the IEEE Illumination Academic Fund, referred to in this Bylaw as the Fund.
- 1.2 The purpose of the Fund is to provide financial assistance to undergraduate students in the following endeavors:
  - a) attending an electrical engineering academic or IEEE conference to provide representation of University of Saskatchewan IEEE Student Branch members
  - b) other academic applications in electrical engineering

### **Article 2: Selection Criteria**

- 2.1 Applicants for an electrical engineering academic or IEEE conference shall generally receive priority over those for other academic applications. However, this does not guarantee that any applications for conferences will be funded before other academic applications.
- 2.2 Applicants must meet the following criteria:
  - a) The applicant is [or becomes] a member of the IEEE. Applicants who are not IEEE members are still encouraged to apply to the Fund. However, if their request is approved, the applicant will be required to become a member of the IEEE before any monies are released to them.
  - b) The total amount of sponsorship funding the applicant receives from all entities, including the Fund, must not exceed the applicant's expenses.
  - c) The conference or academic application in question exemplifies the mission statement of IEEE Illumination, consisting of the following:
    - i) The applicant must be an undergraduate student.
    - ii) The applicant is promoting the University of Saskatchewan and the Province of Saskatchewan.

- iii) The conference or other application is electrical engineering or computer engineering, or IEEE-focused and academic in nature.
- 2.3 Applicants Non-conference academic applications must also meet the following additional criteria:
- a) The academic event in question must not be class related.

### **Article 3: Funding Limitations**

- 3.1 The maximum amount of funding provided each year will be \$500 (based in the year 2006 subject to an inflation coefficient.)
- 3.2 There exists a maximum amount of funding a single applicant may receive from the Fund. They are as follows:
  - a) An applicant for an electrical or computer engineering academic, or IEEE conference shall not receive more than 50% of their total expenses from the Fund.
  - b) An applicant for other academic applications shall not receive more than 25% of their total expenses from the Fund.
  - c) An applicant shall not receive more than a respective maximum dollar amount set each year by the Fund Administration Committee.

### **Article 4: Fund Administration Committee**

- 4.1 All administration duties for the Fund will be carried out by the Fund Administration Committee.
- 4.2 The Fund Administration Committee is comprised of the following members:
  - a) IEEE Student Branch Chair
  - b) IEEE Illumination Coordinator
  - c) IEEE Student Branch Counselor
  - d) IEEE Illumination Financial Director
- 4.3 Any Fund Administration Committee member with possible conflict of interests is required to disclose the possible conflict to the rest of the Committee.

## **Bylaw 2 – The IEEE Illumination Bursary**

### **Article 1: Name and Purpose**

- 1.1 This fund shall be known as the IEEE Illumination Bursary, referred to in this Bylaw as the Bursary.
- 1.2 The purpose of the Bursary is to provide financial assistance to undergraduate students.

### **Article 2: Selection Criteria**

- 2.1 Applicants must meet the following criteria:
  - a) The applicant is [or becomes] a member of the IEEE. Applicants who are not IEEE members are still encouraged to apply to the Bursary. However, if their request is approved, the applicant will be required to become a member of the IEEE before any monies are released to them.
- 2.2 Recipients of the Bursary will be chosen based on the level of their involvement with the IEEE. The IEEE Student Branch Counselor will select recipients.
- 2.3 Applicants must:
  - i) be an undergraduate student involved with IEEE Student Branch Council or Executive.
  - ii) not have held Council or Executive positions with the IEEE in the past.
  - iii) not be in their final year of undergraduate study.

### **Article 3: Funding Limitations**

- 3.1 Bursaries will be available on an annual basis only if sufficient monies are available in the Illumination Fund. The value of the Bursary will be \$300 (based in the year 2006 subject to an inflation coefficient.)
- 3.2 Any year that the Illumination Scholarship is awarded the Illumination Bursary will not be awarded.

## **Bylaw 3 – The IEEE Illumination Scholarship**

## **Article 1: Name and Purpose**

1.1 This fund shall be known as the IEEE Illumination Scholarship, referred to in this Bylaw as the Scholarship.

1.2 The purpose of the Scholarship is to provide financial assistance to undergraduate students.

## **Article 2: Selection Criteria**

2.1 Applicants must meet the following criteria:

- a) The applicant is [or becomes] a member of the IEEE. Applicants who are not IEEE members are still encouraged to apply to the Scholarship. However, if their request is approved, the applicant will be required to become a member of the IEEE before any monies are released to them.

2.2 Recipients the Scholarship will be chosen based on the level of their involvement with the IEEE with emphasis on a combination of Social and Academic involvement. The IEEE Student Branch Counselor will select recipients.

## **Article 3: Funding Limitations**

3.1 Scholarship will be available on an annual basis once the value accumulated in the Mutual Fund has reached \$25,000 (based in the year 2006 subject to an inflation coefficient.) The Scholarship will be in the amount of \$1000 (based in the year 2006 subject to an inflation coefficient.)