Singapore Management University
SMU Computing and Information Systems Student Society (Ellipsis) CONSTITUTION
Last revised February 2025

SINGAPORE MANAGEMENT UNIVERSITY COMPUTING AND INFORMATION SYSTEMS STUDENT SOCIETY (Ellipsis) CONSTITUTION

1. Article I – Name and Place of Business

1.1. The name of the society shall be "Singapore Management University Computing and Information Systems Student Society", otherwise known as "Ellipsis"

1.2. The society shall be a constituent body of the School of Computing and Information Systems.

1.3. The place of business of the society shall be c/o the Singapore Management University Office of Student Life (80 Stamford Road, Singapore 178902).

1.4. Definitions

1.4.1. In this Constitution, unless the subject or context otherwise requires, the following words shall have the meaning ascribed below:

i. "University" and "SMU" means the Singapore Management University.

ii. "Association" means the Singapore Management University Students' Association.

iii. "Office" means the Office of Student Life.

iv. "School" means the School of Computing and Information Systems (SCIS).

v. "Ellipsis" means the SMU Computing and Information Systems Student Society.

vi. "Management Committee" means the Directors of Ellipsis.

vii. "President" shall mean the President of the society.

viii. "Member" means an ordinary member of the School, unless specified.

1.5. Words importing the masculine gender shall include the feminine gender.

1.6. This Constitution shall be subjected to the Constitution of the Singapore Management University Students' Association. In the event of any inconsistency between the two, the terms of the Constitution of the Singapore Management University Students' Association shall prevail.

2. Article II – Objects

2.1. To promote and safeguard the interests of the members about matters pertaining to the School.

2.2. To uphold and respect the dignity and equality of every member without regard to nationality, politics, religion, race, and set.

2.3. To promote the Technology related activities of the members of the school.

2.4. To foster the interaction among members of the school without regard to nationality, politics, religion, race, and set.

3. Article III – Membership

3.1. Types of Membership

3.1.1. Ordinary Membership:
All matriculated full-time undergraduate students taking a degree with the School of Computing and Information Systems are eligible.

3.1.2. Honorary Membership:
Upon recommendation by the Dean of School, Honorary Membership shall be conferred on persons who are distinguished by their eminence in their service towards SCIS events.

3.1.3. Affiliate Membership:
Students from other schools may apply for Affiliate Membership, which may only take part in Special Interest Group (SIGs listed in Article X) activities. However, the membership is subjected to the approval of the Management Committee:

i. A person wishing to apply should submit his or her application for Affiliate Membership.

ii. The Management Committee reserves the right to accept or reject applications, without assigning any reasons or whatsoever.

iii. Membership is subject to annual renewal.

3.2. Privileges of Members

3.2.1. Ordinary Members shall:

i. Be eligible to participate in the activities of the School.

ii. Have the right to speak and vote at Annual General Meetings of Ellipsis.

iii. Have the right to stand for elections and/or nominate candidates for the elections.

3.2.2. Honorary Members shall:

i. Have all the privileges and benefits of the Ordinary Members, except the right to vote at Annual General Meetings, Elections, or hold office in Ellipsis.

3.2.3. Affiliate Members may:

i. Only take part in SIG activities.

ii. Do not have the rights to vote at Annual General Meetings, elections, or hold office in Ellipsis.

3.3. Members shall abide by the Constitution and not act in any way inconsistent with its objects.

3.4. Except with the approval of the Management Committee, only members may participate in any of the activities of the school.

4. Article IV – Administration

4.1. Society Advisors

(a) The Dean or his representatives shall be the Advisor of Ellipsis.

(b) Ellipsis may invite another member of the teaching staff of the School concerned to be its Advisor(s) where the term of service shall be one (1) year.

4.2. Management Committee

(a) The administration of Ellipsis shall be vested in the Management Committee, which shall be elected.

(b) The Management Committee of the constituent body shall comprise of up to ten (10) elected positions and need not increase in proportion to the membership of the constituent body.

4.3. Activities Organized by Ellipsis

(a) All Management Committee members and standing and/or special committee members are to attend activities organized by Ellipsis as and when deemed necessary by the Management Committee.

(b) Valid reason in writing and/or email must be submitted to the Management Committee by the committee member who fails to attend such activity.

(c) Any committee member who repeatedly fails to attend such an event may be issued with warning letters. Should the committee member disregard the warning letter, the Management Committee reserves the right to remove him or her from the committee.

5. Article V - The Management Committee

5.1. Composition

5.1.1. The Management Committee shall consist of at least the following members:

i. President

ii. Vice-President

iii. Honorary General Secretary

iv. Honorary Finance Secretary

v. Events Director

vi. Marketing Director

vii. Public Relations Director

viii. Welfare Director

ix. Operations Director

x. Professional Development Director

5.1.2. The Management Committee shall have powers to co-opt additional members for the proper administration of the constituent body, subject to the limit of **five (5)** co-opted members, who will also have voting rights during Management Committee meetings. This limit does not include members who are co-opted to fill roles mentioned in 5.1.1. in the scenario where there are insufficient elected members to at least fill those roles.

5.1.3. Members of the Management Committee, who are also the Office Bearers, shall be individually elected by the members of the Society annually not later than the seventh (7th) week of the first (1st) term.

5.1.4. No member of the Management Committee shall be the Finance Secretary of any other club or society.

5.1.5. The names of the members of the Management Committee, shall be submitted to the Dean of School of Computing and Information Systems and Director of Student Life within one (1) week of their election.

5.1.6. Members of the Management Committee shall hold office from 01 January to 31 December.

5.1.7. Appointments determined after the internal elections are final and binding on all members of the Management Committee.

5.2. Functions

5.2.1. The Management Committee shall:

i. Be responsible for the formulation of policies and organization of activities, which are consistent with the objectives of the Society.

ii. Be responsible for the property of the Society.

iii. Be responsible for the proper expenditure of the Society's finance in accordance with the approved budget.

iv. Publish an annual report on the Society's activities, which shall also include the annual accounts of the Society.

v. Liaise or transact business with external organizations on behalf of the Society.

5.3. Powers

5.3.1. The Management Committee shall have the power to:

i. Consider the provisional annual budget prepared by the Honorary Finance Secretary for the two finance terms, 01 January to 31 July and 01 August to 31 December.

ii. Appoint standing and/or special committees for the proper administration of the Society and to exercise control over such committees.

a) Delegate to such committees' powers as it considers necessary.

b) Such standing and/or special committees include, but are not limited to Sub-Committees, Ad hoc Committees, Special Project Committees, and Orientation Committees.

iii. Accept the resignation of any member of the Management Committee and fill in the vacancy thus arising, by re-election from among the Society members by one (1) of the following methods: Appointment, Co-option, Re-election.

iv. Take appropriate action against members (see Article IX) who violate the Constitution of the Society.

v. Authorize publication or release official statements on behalf of the Society. No official statement may be made except by the President or Vice-President or Honorary General Secretary and only with the approval of two-thirds (2/3) of the Management Committee. All publications and official statements shall be in the name of the Society.

vi. Request meetings of the Society.

vii. Give a decision upon any matter consistent with the objects of the Society but not provided for in the Constitution with two-thirds (2/3) majority of the Management Committee.

5.4. Meetings of the Management Committee

5.4.1. There shall be either General or Extraordinary meetings.

5.4.2. General Meetings:

i. Shall be held at least once a month.

ii. The Honorary General Secretary shall determine the date and time of the meeting and shall give at least five (5) days' notice of such meetings.

iii. All meeting agenda must be submitted to the Honorary General Secretary at least three (3) days before the meeting and the final agenda will be sent out to Ellipsis no later than twenty-four (24) hours before the meeting.

5.4.3. Extraordinary Meetings:

i. Shall be held whenever a matter requiring urgent attention arises or the Honorary General Secretary receives a written request signed by three (3) members of the Management Committee.

ii. Only the matter for which the Extraordinary meeting is called shall be on the agenda.

iii. The Honorary General Secretary shall convene an Extraordinary meeting within five (5) days of the receipt of the written request for the meeting, but if urgency of the agenda requires shorter notice, it may be convened within three (3) days of, but not less than twenty-four (24) hours after the receipt of the request.

5.4.4. At least two-thirds (2/3) of the existing members of the Management Committee shall constitute a quorum.

5.4.5. In the absence of the President at any meeting, the Vice-President of the Management Committee will be the chairman of the meeting.

5.4.6. Any member of the Ellipsis Management Committee, standing and/or special committees where their attendance is required at the Meeting, but absents him or herself from two (2) successive meetings without an acceptable written explanation to the Honorary General Secretary, shall cease to be a member of their respective committee.

6. Article VI - Duties and Powers of Office Bearers

6.1. President

6.1.1. The President shall:

i. Be the representative of Ellipsis at the Council.

ii. Chair all meetings of Ellipsis.

iii. Have the right to call for meetings within the Management Committee and Ellipsis.

iv. Countersign all bills of Ellipsis.

v. The President, or in his/her absence, the Vice-President of the Management Committee, shall have casting vote at the meetings of Ellipsis.

6.2. Vice-President

6.2.1. The Vice-President shall:

i. Act in the President's capacity and discharge duties of the President in the event of his or her absence.

ii. Submit to the Management Committee, any matters for discussion received from members of the Ellipsis.

iii. Oversee all the properties of Ellipsis.

iv. In the event of the President's position falling vacant, hold the office of the President until a new President is elected.

6.3. Honorary General Secretary

6.3.1. The Honorary General Secretary shall:

i. Be in charge of Ellipsis' records and conduct all administrative correspondences, internal or external, of Ellipsis.

ii. Be responsible for convening all meetings for Ellipsis and of the Management Committee.

iii. Oversee the SIGs under Ellipsis.

iv. Keep proper minutes of all meetings of Ellipsis and of the Management Committee.

v. Submit at Management Committee meetings, any matters for discussion received from any member of Ellipsis.

vi. Submit the record of Ellipsis for inspection by any member of Ellipsis, who shall give one (1) week notice to the Honorary General Secretary of his or her intention to inspect the records, subject to the approval of the Management Committee.

6.4. Honorary Finance Secretary

6.4.1. The Honorary Finance Secretary shall:

i. Keep all accounts of the Society.

ii. Present the following:

a) The audited Statement of Income and Expenditure.

b) The audited Statement of Affairs, at least three (3) weeks before the Annual General Meeting, to a meeting of the outgoing Management Committee.

iii. Receive or authorize all monetary transactions due to and from the Society.

7. Article VII - Resignation and Termination of Office

7.1. Any Office Bearer seeking to resign from his or her office shall not be deemed to have done so unless and until his or her written resignation is duly submitted to the Management Committee and accepted.

7.2. Where a resignation is accepted by the Management Committee, the ensuing vacancy, or vacancies:

(a) In cases where there are three (3) or fewer vacancies to be filled, the Management Committee shall co-opt the number to be filled from the Ordinary Members.

(b) In cases where there are more than three (3) vacancies to be filled, it shall be filled during an election at an EGM of Ellipsis.

7.3. Any resignation en bloc of the Management Committee, to be efficacious, has to be tendered to the members of the Society at an EGM, specially convened for that purpose. At such a meeting, the members of the Society shall then elect a new Management Committee to hold office for the remaining part of the term.

7.4. In the event of a Vote of No-Confidence being passed on the Management Committee, the committee shall go out of office. Thereupon, the members of the Society shall elect a new Management Committee at the same General Meeting and the new committee shall hold office for the rest of the term.

7.5. The term of office of the Management Committee or any member of the Management Committee shall be terminated by a majority vote of No-Confidence.

7.6. In the case of a vote of No-Confidence being passed on any member or members of the Management Committee in office, the vacancy or vacancies shall be filled by an election at the same general meeting.

8. *Article VIII - General Meetings of the Society*

8.1. General Meetings of the Society shall be convened by the Honorary General Secretary and shall be:

(a) The Annual General Meeting (AGM)

(b) The Extraordinary General Meeting (EGM)

8.2. The Annual General Meeting shall be held not later than the third (3rd) week of the second (2nd) term of the academic year. The agenda shall consist of:

(a) The Annual Report.

(b) The audited Statement of Income and Expenditure for the financial year.

(c) Any Constitution changes.

(d) The brief Workplan for the upcoming year.

(e) Any other matter, which has been submitted in writing to the Honorary General Secretary by two (2) or more ordinary members at least seven (7) days before the meeting is convened.

8.3. Notice of the AGM shall be posted on the Society's Web Site together with the provisional agenda, not less than seven (7) days before the date of the meeting. Any business for inclusion in the final agenda shall be handed in, in writing by any two (2) or more ordinary members, to the Honorary General Secretary at least seven (7) days before the meeting is convened.

8.4. Extraordinary General Meeting (EGM) shall be convened by the Honorary General Secretary:

(a) On instructions of the Management Committee.

(b) On written request to the Honorary General Secretary by at least twenty-five (25) ordinary members of the Society, with a written statement of the object or objects for which the meeting is requested. Such a meeting shall be held within fourteen (14) days upon receipt of the written request.

(c) On the instructions of the President of the Society.

8.5. Notice of an EGM shall be posted on the Society's Web Site at least three (3) days before the date of meeting.

(a) Only matter(s) for which an EGM is called for, shall be on the agenda.

(b) No EGM shall be convened during vacations.

8.6. Quorum

(a) At least thirty (30) or five percent (5%) of the members, whichever is less at the beginning of the AGM or EGM, shall constitute the quorum.

(b) In the event of the required quorum not being present, the next meeting shall be called not earlier than one (1) hour after the postponement when, irrespective of the number of ordinary members present, the agenda fixed for the previous meeting shall be considered, provided that the meeting shall have no power to amend this Constitution if the required quorum is not present. No alteration of the agenda shall be made during this period of postponement.

8.7. The President of Ellipsis shall chair all General Meetings of Ellipsis. In his or her absence, the Vice President of the Management Committee shall chair the meeting.

8.8. Voting

(a) No member shall vote by proxy.

(b) Voting shall be by show of hands or secret ballot depending on the wishes of the majority.

(c) Only ordinary members shall be eligible to vote at such an election.

(d) Motions at General Meetings shall be carried out by a simple majority vote, unless otherwise specified.

8.9. Vote of Censure or of No-Confidence

(a) At least two-third (2/3) or a simple majority vote of censure or of no-confidence on the Management Committee or on any member of that committee may be taken at the Annual General Meeting or at an Extraordinary General Meeting, provided it is on the agenda for that meeting.

(b) In such an event, Ellipsis shall elect a new Management Committee or another member of the Committee for the remainder of the term of office of the Management Committee or of the member, as the case may be at the same General Meeting.

8.10. In the event of the Management Committee intending to resign en bloc, it shall do so only at an Extraordinary General Meeting convened for this purpose. Ellipsis shall then elect a new Management Committee at the same Extraordinary General meeting to hold office for the remainder of the term of office of that Committee.

8.11. The minutes of the General meetings shall be posted on the Society's internal Google Drive within ten (10) days after the meeting.

8.12. All decisions made at General Meetings shall be binding on the Society. In case of conflict between decisions made by the Management Committee and decisions made at a General Meeting, the latter shall prevail.

9. Article IX - Discipline

9.1. The existing Articles of the Constitution shall bind all members.

9.2. Disciplinary action in one of the following forms may be taken against any member who violates any of the Articles of the Constitution or acts in any way derogatory to the Society:

(a) Written Apology

(b) Fines not exceeding fifty dollars ($50)

9.3. Suspension from any or all the privileges of membership for a period not exceeding one (1) year.

9.4. The Management Committee shall take disciplinary action only when two-thirds (2/3) of the members of the Committee at the meeting have voted for such an action.

10. Article X - Special Interest Groups (SIGs)

10.1. Setting up of SIGs

10.1.1. All SIGs shall not be exploited by external companies to use SMU's facilities, as external companies are liable to pay rental fee for facilities usage if there is no collaboration relationship or whatsoever with any student committee.

(a) Ellipsis Honorary General Secretary has the responsibility to check that the SIGs are officially linked with their said parent company.

10.1.2. Setting up of the SIG is subjected to the approval of the Ellipsis Management Committee.

10.1.3. Application shall go through Ellipsis Honorary General Secretary with a proposal which should include, but not restricted to, the following in the content.

i. How the intended SIG will meet with the SIG obligations.

ii. SIG's mission and vision.

iii. A list of committee members.

10.1.4. It is mandatory for SIGs to have a faculty advisor.

10.1.5. Upon success of the application, email account creation will be requested by Ellipsis President or Vice President or Honorary General Secretary to Integrated Information Technology Services (IITS).

10.2. Obligations of the SIGs

(a) All SIGs are to be Technology centric and bring value to Ellipsis.

(b) All SIGs are to attend biannual meetings with the Honorary General Secretary of Ellipsis. Representation by SIG club's President, Honorary General Secretary, and Honorary Finance Secretary is compulsory.

(c) SIGs shall provide support to Ellipsis in their area of interest.

(d) SIGs shall furnish Ellipsis with bi-annual updates of its activities.

(e) SIGs shall organize either an exhibition or conduct a workshop in their area of interest at least once a year, opening it to the entire SMU community.

(f) For a SIG to continue its operations, it must have the following members in its Executive Committee:

i. President

ii. Honorary General Secretary

iii. Honorary Finance Secretary

Should this condition not be met, Ellipsis reserves the right to dissolve the SIG.

10.3. Membership Qualification and Rights

(a) Membership is open to all SMU students/staff who subscribe to the objectives of the society.

(b) All members shall have the right to vote and hold off within the SIG.

(c) In the event of a dispute, a decision shall be passed according to a majority vote of the Ellipsis Management Committee.

(d) A three-quarter (3/4) vote of all members within the SIG is needed to conduct a re-election of its Executive Committee.

10.4. Operating Guidelines

(a) SIGs' schedule of events shall integrate with the Ellipsis schedule and must be submitted to the Ellipsis Honorary General Secretary for approval.

(b) SIGs are to submit two (2) budget proposals every year (Jan to June and July to December) to the Honorary Finance Secretary of Ellipsis who will then submit to the SCIS General Office Manager for approval.

(c) SIGs are advised to stay within their area of interest but can outsource other aspects to Ellipsis or other SIGs if possible.

(d) SIGs shall take on tasks of Ellipsis or other SIGs if it is within their area of interest.

(e) If within means, SIGs shall establish links with the industry and/or other external SIGs within their area of interest.

(f) SIGs shall hold elections no later than the eighth week of the second academic term and should submit the name list and contact details of the new Executive Committee of the SIG to the Ellipsis Honorary General Secretary within three (3) days from the completion of the elections.

(g) Term of office for SIG Executive Committee shall be one (1) year starting from the first (1st) day of the first (1st) academic term.

10.5. SIGs Event Planning

10.5.1. Seminars/talks/courses:

i. Such events organized by SIG must be SMU student and Technology centric.

ii. Priority seating should be given to SMU students.

iii. Proposal of such event must be submitted to the Honorary General Secretary of Ellipsis at least two (2) months before the official commencement of the event for approval.

iv. SMU students should constitute at least sixty percent (60%) of the total attendance where the list must be submitted to the Ellipsis Honorary General Secretary after the deadline for signups before the official commencement of the event.

10.5.2. Competition

(a) In the event that SIG wishes to organize IT related competition similar to that of Apex Biz-IT Global Case Challenge or InnovateIT Case Competition, the SIG is required to obtain support from at least one (1) faculty member and submit an event proposal to Honorary General Secretary of Ellipsis for approval.

(b) The proposal should contain at least the following details:

i. Competition Objectives

ii. Tentative date(s)

iii. Competition details

iv. Target participants

v. Possible sponsor(s) or financial source(s)

(c) Dissolution

i. The Ellipsis Management Committee reserves the right to dissolve the SIG if it is found to violate the Constitution.

ii. Warning e-mail will be sent to any inactive SIGs and should there be no reply within three (3) working days, the Ellipsis Management Committee reserves the right to dissolve it.

iii. A two-third (2/3) majority vote from all active members of the club is required for a SIG's voluntary dissolution.

iv. Upon dissolution, Ellipsis will take ownership of all funds and property of the SIG.

11. Article XI - Election Committee

11.1. The Election Committee varies depending on the type of Election to be conducted

11.2. Compositions of Election Committee

(a) The outgoing President of Ellipsis Management Committee

(b) The outgoing Honorary General Secretary of Ellipsis Management Committee

(c) The outgoing President of the respective SIG *(only for SIG Executive Committee Elections)*

(d) The outgoing Vice President of Ellipsis Management Committee *(only for* Ellipsis *Management Committee Elections)*

(e) The returning officer of the previous Ellipsis Management Committee

11.3. Duties of Election Committee

11.3.1. The Election Committee shall:

(a) Be responsible in planning the entire election.

(b) Be responsible in planning the procedures for members to voice their opinion.

(c) Be responsible in designing and printing the nomination forms, ballot papers and other necessary documents.

(d) Acquire the necessary equipment needed for the election *(e.g. voting web site).*

(e) Have custody and be responsible for the safety of the results after the voting period as well as the ballot papers during and after the polls.

(f) Ensure that only members are eligible to vote and are entitled to three (3) votes each.

(g) Allow, if in his or her opinion just and equitable to do so, any of the candidates to withdraw from the post they are contesting in the Election after nominations close. He or she shall not allow any of these candidates to contest for any other posts, after the withdrawal, unless the candidate is contesting for a post that is still open for nominations.

(h) Have the authority to reject any ballot papers if he or she deems them inconsistent with these rules or they may have been tampered with.

(i) Announce the results of the polls within three (3) days of the closure of the polls. A copy of the announcement shall be the official declaration of the Office Bearers and shall be displayed on the Society's Web Site.

11.3.2. In the event of SIG Executive Committee Election, the out-going President of the SIG will chair the election; the President and Honorary General Secretary of Ellipsis Management Committee will be acting as the *neutral* party.

11.4. If the nomination received for the election is less than the number of positions required when the official nomination period ends, the nomination period shall be extended by twenty-four (24) hours, after which no further extension shall be granted.

11.5. At the end of the nomination period, the Election Committee shall inform the candidates on the interview date, time, and venue, via E-mail.

11.6. The Election Committee shall be responsible in informing the members about the Polling Day for the Ellipsis Management Committee Election; the duration of the Polling Day shall be at least three (3) days.

11.7. Upon receiving the results from IITS, the Election Committee shall release the results according to the guidelines provided by the SMUSA Election Committee.

11.8. Any amendments to this Article (Article XI of this Constitution) shall be made at the AGM, EGM and it shall not come into force without prior approval of the Director of Student Life, SMU.

11.9. Any amendments to this Article (Article XI of this Constitution) shall be carried only if at least half (1/2) of the Ordinary Members of school in person at the Annual General Meeting have voted in favour of them.

11.10. The proposed amendments shall be made in writing to the Honorary General Secretary at least ten (10) days before the AGM or EGM and shall be posted in full on the Society's Web Site at least seven (7) days before such a meeting.

11.11. The Election Committee shall, through a simple majority vote, decide on any matters that are not provided for in this Article (Article XI of this Constitution). The decision of the Committee shall be final.

11.12. The Election Committee shall be accountable to the Ordinary Members of Ellipsis for their decision taken with respect to the elections.

11.13. The Election Committee shall keep in confidence and secret of any information about the candidates and their activities, which they may acquire in the conduct of the elections.

12. Article XII – Election

12.1. The election of the Ellipsis Management Committee and the respective SIG Executive Committee in an academic year shall be conducted in accordance with provisions prescribed in this Article

12.2. Nomination of Election Candidates

(a) All candidates must not be currently under criminal or school investigations, suspensions, lawsuits, or charges.

(b) All candidates standing for the election shall have a seconder; the seconder cannot be the candidate himself.

(c) The proposer and seconder cannot be any member of the Management Committee of Ellipsis.

(d) Each nomination form shall be signed by the candidate and seconder and shall contain the written consent of the candidate for election into the Management Committee of Ellipsis.

(e) The Election Committee shall inform the members of where they can download the nomination form.

(f) The Election Committee shall reject any nomination papers that do not comply with the provisions laid down in this article (Article XII of this Constitution).

(g) A candidate whose nomination form is rejected by the Election Committee shall have the right to appeal to the SMUSA Appeal Board in accordance to the Standing Order for the Appeal Board. Members of the Appeal Board should not consist of other candidates in the Election; the Appeal Board's decision is final.

(h) Upon successful nomination of each candidate, the Election Committee shall inform him or her about the date, time, venue of the Interview.

12.3. Interview

(a) The out-going President, Vice-President, Honorary General Secretary and Honorary Finance Secretary shall hold an interview session to decide if the candidates contesting are suitable for the election.

(b) The out-going President, Vice-President, Honorary General Secretary and Honorary Finance Secretary reserves the right to disqualify the candidate that is deemed not fit for the election.

(c) The Election Committee shall inform the candidate if he or she has got through to the next round (Election).

12.4. Announcement of Election Candidates

(a) Candidates standing for the election must be declared to the students of School of Computing and Information Systems once confirmed after the interview session via E-mailers and Ellipsis Web Sites.

(b)

12.5. Campaign

(a) Each candidate must stand for the election as an individual and must not associate himself or herself with any other candidates standing for the election.

(b) Posters are allowed at the specific locations as determined by the Elections Committee.

(c) Group posters are not allowed for the election.

(d) All posters must be approved and stamped by SCIS General Office.

(e) Posters without the approval stamp or bearing defamatory remarks towards other candidates will be removed.

(f) Any candidate who passes defamatory remarks towards other candidates shall be disqualified.

(g) Aggressive campaigning deemed intrusive to students, staff, and faulty is strictly prohibited. This includes touting, defacement of public/school property and the indiscriminate placement of posters without prior permission.

12.6. Conduct of Voting

(a) All elections shall be conducted by secret ballot.

(b) Balloting shall take place not earlier than seven (7) days and not later than ten (10) days after the nominations close. The date, time and place for such ballot shall be announced on the Ellipsis Website or via E-mail by the Election Committee.

(c) Every Ordinary Member shall have one vote to each seat during the election of Office Bearers.

(d) Members of Ellipsis Management Committee are not allowed to vote.

(e) Only the Election Committee and elects shall be allowed to know the tabulated result.

12.7. Announcement of Results

(a) The top ten (10) nominees must attain at least fifty (50) votes or five percent (5%) of the total votes casted, whichever is lesser, to be elected into the new Management Committee of the Society.

(b) The President and Vice-President role can only be taken up by a second (2nd) year student or above.

(c) The Election Committee shall inform the candidates about the date, time, and venue where the results will be officially announced. After which, the Election Committee shall announce the result to the students of School of Computing and Information Systems.

12.8. Internal Voting

(a) All internal voting for the Management Committee shall be completed no later than the end of Week 8, Term 1.

(b) The internal voting shall only commence if **all** successful candidates for the elections are present.

(c) No candidate may be elected to the portfolio of Finance Secretary while concurrently holding the same portfolio in another club or society.

(d) Each candidate will make his or her campaign speech before voting commence.

(e) Members of the incoming Management Committee will have one (1) vote for each portfolio, except for candidates who are running for that portfolio.

(f) Members of the outgoing Management Committee will have one (1) vote for each portfolio. Should there be more than one (1) director for a portfolio (due to co-opt), the two (2) directors will share a single vote.

(g) To be successfully elected into the portfolio, a candidate must receive at least seventy percent (70%) of the total number of votes casted, rounded up to the nearest whole number. In each subsequent round, the threshold will be reduced by 5% per round, until it reaches a minimum 60% of the total votes case, rounded up the nearest whole number.

(h) In the event where no clear winner emerges after the first (1st) round of voting, each of the candidates will make another round of campaign speech. After which, another round of voting will commence.

(i) For all roles, the election will proceed for up to three (3) rounds for Single and Two Candidates as stated in the SMUSA Standing Order Section 14.2 and Section 14.3. The election will proceed for up to Four (4) rounds for Three (3) or More Candidates as stated in the SMUSA Standing Order Section 14.4.

(j) The election procedure will be as follows for all roles:

i. Single Candidate: If only one (1) candidate is running and fails to meet the required threshold after three (3) rounds, the election for the position shall be concluded, and the process shall proceed to the next role.

ii. Two Candidates: If two (2) candidates are running and neither meets the threshold after three (3) rounds, the candidate with the higher number of votes in the general elections will be awarded the role.

iii. Three (3) or More Candidates:

Round One: If no candidate meets the threshold, the top two (2) candidates with the highest votes will proceed to the next round.

Subsequent Rounds: The election will continue for up to three (3) rounds between the top two (2) candidates. If neither candidate meets the threshold after these rounds, the candidate with the higher number of votes in the general elections will be awarded the role.

(k) Once all roles have undergone a sequence of rounds and there are still remaining unfilled roles, any remaining candidates may run for those roles. The same rules and procedures outlined above will apply.

(l) The Election Committee reserves the right to make the final decision on any other matters that are not covered under this article.

(m) An eligible voter will forfeit his or her right to vote for a portfolio if he or she is not present when the election process for the portfolio has already begun or if he or she leaves during the portfolio's election process. A portfolio's election process starts from the first campaign round and ends when a candidate is successfully elected.

13. Article XIII - General

13.8. Interpretation of the Article of Constitution

(a) In the event of a dispute arising over the interpretation of the Article of Constitution at a General Meeting, such a dispute shall be settled by a simple majority vote.

(b) In the event of a dispute arising over the interpretation of the Articles of Constitution at a meeting of the Management Committee, the dispute shall be settled by a simple majority vote.

(c) In the event of a dispute arising over the interpretation of the Articles of the Constitution at meetings of the Committees of Ellipsis, such a dispute shall be settled by the decision of the Chairperson of the Committee.

(d) Any appeal against the above-mentioned ruling should be lodged immediately at the meeting. The committee concerned shall not act on the ruling until the Management Committee hears the appeal within three (3) days.

13.9. The Society shall not be dissolved, except with the consent of not less than two-thirds (2/3) of the Ordinary Members of the Society in person at a General Meeting convened for that purpose, subjected to the approval of the Office of Student Life and SCIS General Office.

14. Article XIV - Amendments to the Constitution

14.8. Any amendments to the Constitution shall be made at the Annual General Meeting or Extraordinary General meeting and shall not come into force without the prior approval of the Director of Student Life, Singapore Management University.

14.9. The proposed amendment shall be made in writing to the Honorary General Secretary at least ten (10) days before the Annual General Meeting or Extraordinary General Meeting.

14.10. The proposed amendments shall be posted in full on the Society's Notice Board at least seven (7) days before the Annual General Meeting or Extraordinary General Meeting.

14.11. Amendments to the Constitution shall be carried only if at least one half (1/2) of the ordinary members of the Society in person at the meeting have voted in favour of them.