

CONSTITUTION OF THE MACDONALD CAMPUS GRADUATE STUDENTS' SOCIETY

Macdonald Campus, McGill University

Adopted in April 1995

Amended in December 2015

Ratified in January 2016

I. NAME

The organization shall be known as the Macdonald Campus Graduate Students' Society (MCGSS).

II. PURPOSE

2.1 An association of students, formed to exercise control of student activities, subject to the University Statutes and to the jurisdiction of the Senate of McGill University.

2.2 To unite and represent all graduate students of Macdonald Campus and promote their welfare and interests.

2.3 To provide activities to enhance the educational, cultural, environmental, and social conditions of its members.

III. ORGANIZATION

3.1 Members

All graduate students registered in the Faculty of Agricultural and Environmental Sciences of McGill University are members of Macdonald Campus Graduate Students' Society.

3.1.1 Member Fees

Payment of Society fees is levied by the Cashier's Office of McGill University. MCGSS shall publish the fee schedule in September and the annual meeting.

3.2 Students' Council

The legislative and administrative authority of the Society is vested in the Students' Council.

3.3 Meetings of the Society

3.3.1 Annual Meetings

1) The annual meeting shall be held before the Spring elections in March, at which time nominations for the Council positions

shall be accepted and outgoing council members will present their annual reports.

2) The Society, at any Students' Society meeting, has recourse to revise any decision made by Students' Council, and conversely, the Students' Council is bound by any decision taken at the Society meeting.

3) All meetings of the Students' Society and its deliberative assemblies are open to members of the Students' Society.

3.3.2 Special Meetings

1) A special meeting of the Students' Society may be called by the President of the Students' Society as the need arises, providing three (3) working days notice is given of such a meeting.

2) A meeting of the Students' Society may be called by a petition signed by not less than thirty (30) members of the Students' Society. This petition shall be delivered to the President or Secretary of the Students' Society, and the meeting shall be called within five (5) working days after receipt of the petition.

3.4 Quorum

A quorum of the Students' Society shall consist of ten percent (10%) of members of the Society.

3.5 Voting

If a quorum is not present at any of the above meetings when a vote is required, a vote by ballot will be taken within one (1) week after the meeting. The President shall be in charge of the balloting. A vote on amendments to the Constitution shall be held by ballot within one week following the Students' Society meeting at which these were discussed.

3.6 Assets

All monies and investments in the name of the Macdonald Campus Graduate Students' Society Inc shall remain the sole possession of the members of the Macdonald Campus Graduate Students' Society, regardless of any future decision.

3.7 Language

3.7.1 Language of Constitution and By-Laws

1) The Constitution and By-Laws of the MCGSS and all subsequent amendments thereto, shall be in English and shall also be in French, if requested.

2) Where the meanings of the English and French texts conflict, the English text shall be authoritative.

3.7.2 Language of Publicity and Communications

1) MCGSS publicity and communications shall be in English and in any language, if required by the Council.

3.8 Non-Discrimination

3.8.1 The MCGSS, Students' Council or any other agent of the MCGSS, as well as any club or organization subsidiary to the MCGSS, shall not discriminate against anyone.

3.8.2 A distinction, exclusion or preference based on relevant qualifications required in good faith is deemed non-discriminatory.

3.9 Conflict of Interest

3.9.1 No employee of the MCGSS or of any of its operations or organizations shall have the right to vote on a motion that concerns their hiring or the conditions of their employment.

3.9.2 Paragraph 3.9.1 also applies to motions about jobs for which the member has declared their candidacy.

3.9.3 Paragraph 3.9.1 shall not be construed as being exclusive with regard to possible situations of conflict of interest; ***Robert's Rules of Order*** continue to apply where appropriate.

IV. THE COUNCIL OF THE MACDONALD CAMPUS GRADUATE STUDENTS' SOCIETY

4.1 Name

The organization shall be known as the Council of the Macdonald Campus Graduate Students' Society, hereinafter described as the Students' Council.

4.2 Purpose

Under the direction of the Students' Council all other student organizations shall be centralized. It shall deal officially with all matters affecting the entire Students' Society and shall act as the voice of that body. The Students' Council shall not needlessly interfere with student activity committees but shall be the final authority in matters of student policy to which all activities must adhere.

4.3 Members

4.3.1. President

4.3.2. Vice-President

4.3.3. Secretary

4.3.4. Treasurer

4.3.5. Public Relations Officer

4.3.6. Environmental Advisor

4.3.7. Representative to the Macdonald Campus Students' Society (MCSS)

4.3.8. Representative to the Faculty of Agriculture and Environmental Sciences

4.3.9. Representative(s) for the Department of Bioresource Engineering

4.3.10. Representative(s) for the Department of Agricultural Economics

4.3.11. Representative(s) for the Department of Animal Sciences

4.3.12. Representative(s) for the Graduate Certificate and the Master's Degree in Biotechnology

- 4.3.13. Representative(s) for the School of Dietetics and Human Nutrition
- 4.3.14. Representative(s) for the Department of Food Science and Agricultural Chemistry
- 4.3.15. Representative(s) for the Department of Natural Resource Sciences
- 4.3.16. Representative(s) for the Institute of Parasitology
- 4.3.17. Representative(s) for the Department of Plant Science

4.4 Election of Members

- 4.4.1 The election of members shall be by secret ballot and shall be done according to the election rules, presided over by a Chief Returning officer and two (2) co-returning officers.
- 4.4.2 In the case of a tie in which a deciding vote is needed, the Chief Returning officer will cast that vote.
- 4.4.3 In cases of vacancies, by-elections shall be called at the discretion of the sitting Students' Council.
- 4.4.4 If a vacancy occurs within three months of the expiration of a term of office, the Students' Council may appoint a person to fill the vacancy.
- 4.4.5 All executive nominations shall be in writing requiring 20 eligible voter signatures, and no person shall sign more than one nomination for each office.
- 4.4.6 Departmental representatives shall be selected/elected by their respective departments in the Fall session.

4.5 Term of Office

The term of office for those persons elected in by-elections shall be from June 1st until May 31 of the subsequent year.

4.6 Meetings

- 4.6.1 All meetings of the Students' Council are open to members of the Students' Society.
- 4.6.2 Meetings of the Students' Council may be called on one day's notice by:
 - 1) The President
 - 2) By petition of one-third of its members.
- 4.6.3 Meetings shall be conducted by ***Robert's Rules of Order***.
- 4.6.4 In the case of a tie vote, the President casts the deciding vote.
- 4.6.5 The last regular meeting of the session will be attended by both outgoing Council members and incoming Students' Councils executive members.

4.7 Extraordinary Meetings

In the absence of a Council quorum, the Students' Council Executive and Students' Council members present will have the authority to implement decisions on emergencies or extraordinary circumstances when they arise. Such decisions shall be reported and ratified at the next Students' Council meeting.

4.8 Quorum

A quorum of the Students' Council shall consist of fifty percent plus one (50% + 1) of the members.

4.9 Impeachment and Removal from office

4.9.1 Any member of Students' Council or any of the Standing Committees may be removed from office for impropriety, wilful violation of the provisions of this constitution or its by-laws, delinquency of duties or misappropriation of the Society's funds.

4.9.2 A motion to remove a member from office must be presented in writing signed by at least seven voting members of the Student's Council, or forty members of the MCGSS, and distributed to all members of Student's Council at a regularly scheduled meeting of the council. The motion shall then be inscribed on the agenda of the next regularly scheduled meeting of Student's Council.

4.9.3 Quorum for a motion to remove any member from office shall be two-thirds (2/3) of the members of Student's Council.

4.9.4 Passage of a motion to remove any member from office shall require a two-thirds (2/3) vote of council members present.

4.9.5 Anyone removed from office shall have the right to appeal to the Post Graduate Students' Society (PGSS)

V. COMMITTEES

Committees and their mandates shall be appointed by the Students' Council whenever the occasion arises. Membership and term for these committees shall be decided by the Students' Council.

VI. AMENDMENTS TO THE CONSTITUTION

6.1 Notice of any proposed amendment to the Students' Society's Constitution shall be given to all Council members at least ten (10) working days before a meeting of the Students' Council and shall be passed by a two-thirds (2/3) majority in the Council.

6.2 It will then be presented at a Students' Society meeting by the President of the Students' Society within ten (10) working days following presentation at a Council meeting for discussion and clarification. No vote on the proposed amendment shall take place at this meeting.

6.3 A vote shall be held by ballot within five (5) working days of the meeting. Amendments to the Constitution shall be passed by a two-thirds (2/3) majority of the valid votes cast. Any amendment(s) passed shall become effective immediately on receiving the approval of Senate.