



CONSTITUTION

Constitution of McGill Hillel Jewish Student Society

Ratified by Club's Membership on: April 23, 2015

Ratified by SSMU Council on: December 1, 2016

1 Article I: Name

1.1 Hillel McGill Jewish Students' Society also referred to hereinafter as the Club.

2 Article II: Mandate

2.1 The Club's mandate shall be to

- Serve as a pluralistic, non-denominational embodiment of Jewish students within the McGill community
- Foster and promote Jewish values and traditions
- Be a centre for Jewish extracurricular activities of a religious, cultural, and social nature, and to promote Zionism
- Promote social justice and provide a vehicle through which students can undertake various actions consistent with their responsibilities as members and supporters of the Jewish community in the greater community as a whole.
- Stand against anti-Semitism and other forms of discrimination

2.2 Code of Conduct

2.2.1 The Club shall carry forth its mandate from an anti-oppressive and equitable standpoint AND equal respect shall be given to all members, including those of disadvantaged backgrounds, regardless of but not limited to gender, age, race, ethnic or national origin, religion, sexuality or sexual orientation, mental or physical abilities, language, or social class.

2.2.1.1 No member shall make personal profit from the club

2.2.2 Any executive member who fails to fulfill their responsibilities shall be subject to the expulsion procedure outlined in this constitution

2.3 Student Group Civility

2.3.1 The club will maintain cordial and respectful relations with all other clubs, services and independent student groups

2.3.2 The club will not use SSMU resources and/or their club status to prevent other clubs, services or independent student groups from fulfilling their mandate, including but not limited to their acquisition of resources and pursuit of activities.

2.3.3 If problems arise between groups, a member of the executive committee and/or collective of the club shall be responsible for contacting the SSMU Vice President of Student Life and attempt to remedy the problem in a collegial fashion.

2.4 Environment

2.4.1 The club shall make attempts to regularly monitor the environmental impact of all its events and operations



- 2.4.1.1 Clubs must attempt to utilize the services and resources available at SSMU in order to maximize capacities for equitable decision-making and environmental stewardship. These include but are not limited to the use of the plate club, green events guide, applications for the SSMU Green fund, assistance of the SSMU environment commissioners, environment committee and green events coordinators
- 2.4.2 The club must attempt to find sustainable alternatives to the non-recyclable #6 plastic, effective waste management, providing vegan and vegetarian options, purchasing clothing which is ethically sourced and environmentally-friendly, purchasing local and sustainable alcohol, fair trade coffee and tea, and local and/or organic foods.

3 Article III: Membership

- 3.1 Membership for a club under the Students' Society of McGill University is open to all SSMU and PGSS members, including those of disadvantaged backgrounds, regardless of but not limited to gender, age, race, ethnic or national origin, religion, sexuality or sexual orientation, mental or physical abilities, language, or social class.
- 3.2 Only Students' Society of McGill University (SSMU) and Post Graduate Students' Society (PGSS) members are eligible to be elected as officers and to hold voting privileges.
- 3.3 Associated non-voting membership is open to all others.

4 Article IV: Executive Committee

- 4.1 The Executive Committee (EC) shall administer the club and oversee its events.
- 4.2 In addition to their specific responsibilities, each individual member of the EC is responsible for planning and organizing events throughout the academic year.
- 4.3 The EC is composed of the following portfolios:
 - 1. President
 - 2. Vice President Social Action ("Tzedek")
 - 3. Vice President Communications
 - 4. Vice President Finance
 - 5. Vice President First Year Outreach
 - 6. Vice President Internal/Secretary
 - 7. Member at Large
- 4.4 At least five of the seven EC members must be present at an EC meeting in order for quorum to be met and for the meeting to proceed.

5 Article V: Portfolios

- 5.1 The President shall:
 - 5.1.1 Be the chief executive officer(s), chief representative(s), and chief spokesperson(s) of the Club.
 - 5.1.2 Oversee all aspects of the club.
 - 5.1.3 Be the main point of contact between the SSMU VP Student Life and the club
 - 5.1.4 Ensure the smooth running of the Club as a whole through facilitation of, and mediation with, the various EC portfolios with a vision that is consistent with the Club mandate.
 - 5.1.5 Chair all EC meetings.
 - 5.1.6 May cast the deciding vote in the event of a EC deadlock



- 5.1.7 Co-sign all financial transactions with the VP Finance.
 - 5.1.8 Co-sign all minutes with the Secretary.
 - 5.1.9 Ensure that the Club is abiding by the Constitution, By-laws and Policies of the Students' Society of McGill University
- 5.2 Vice President Social Action ("Tzedek") shall:
- 5.2.1 Develop ongoing, regular social action opportunities for Jewish McGill students
 - 5.2.2 Work with Community organizations in Montreal in order to expand the Club's tzedek programming portfolio (off-campus initiatives)
 - 5.2.3 Collaborate with other campus clubs by starting a new social justice project or seeking current social justice initiatives to partner on.
- 5.3 Vice-President Communications shall:
- 5.3.1 Be responsible for the branding of the club
 - 5.3.2 Create promotional materials for events to display on campus.
 - 5.3.3 Manage the club's Facebook page and develops strategy to increase the club's online visibility.
- 5.4 Vice-President Finance shall:
- 5.4.1 Oversee and coordinate funding for the programming activities and events of the club.
 - 5.4.2 Co-sign all financial transactions with the President.
 - 5.4.3 Ensure the funding and financial stability of the club.
 - 5.4.4 Keep track of all financial transactions and receipts in order to prepare the bi-annual audits for the SSMU.
- 5.5 Vice-President First Year Outreach shall:
- 5.5.1 Work closely with Hillel Engagement staff to create a strategic plan to reach out to McGill's First Year Jewish community.
 - 5.5.2 Chair the First-Year Council.
 - 5.5.3 Plan events with and for first year Jewish students, both those in residence and those living off campus.
 - 5.5.4 Be responsible for helping first year Jewish students feel included in the larger Club organization.
- 5.6 Vice President Internal/Secretary shall:
- 5.6.1 Take minutes at all executive meetings.
 - 5.6.2 Coordinate tabling.
 - 5.6.3 Be the liaison with Hillel Montreal staff for logistical matters for events.
- 5.7 Member at Large shall:
- 5.7.1 Support the other members of the EC.
 - 5.7.2 Plan events and participate fully in the activities of the club.
- 6 Article VI: Fees**
- 6.1 The Club's membership fee shall be \$0.



7 Article VII: Finances

- 7.1 The Executive Committee or Collective shall examine the financial records, and prepare an audit, complete with records of all transactions and receipts, to be submitted to the SSMU at the end of each semester.
- 7.2 All club bank accounts must be kept at Scotiabank as subsections of the SSMU account.
 - 7.2.1 Each account must have a minimum of two and maximum of three signing officers.
 - 7.2.2 In order to receive funding of any kind from the SSMU, the club must have a Scotiabank account.

8 Article VIII: Meetings

- 8.1 There shall be a General Meeting held in March or April for the purpose of electing new members to the EC.
- 8.2 Regular Executive meetings shall be held throughout the Fall and Winter terms.
- 8.3 Special Meetings shall be called at any time deemed necessary by the EC.

9 Article IX: Electoral Procedures

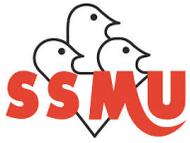
- 9.1 The Vice-President (Student Life) of SSMU or his/her representative shall be the Chief Electoral Officer (CEO) with final authority over electoral procedures and validity of results.
- 9.2 The general membership must be notified of the date of the general meeting 2 weeks in advance to the date of the General Meeting called for elections purposes.
- 9.3 Elections are to be held before April 30th during the previously mentioned General Meeting.
- 9.4 The Executive Committee may designate Deputy Electoral Officers (DEOs) to assist the running of elections in consultation with the CEO.
- 9.5 Candidates wishing to run in the elections must submit an application form. Should the candidate's application be consistent with the mission and vision of the Club, the candidate should be allowed, after approval by the EC, to continue on to election. Failure to submit an application, or failure to complete the application in a manner consistent with the mission and vision of the club and the nature of the position will result in a person being ineligible to run for the position.
- 9.6 Voting shall be done at the General Assembly by secret ballot or, at the discretion of the incumbent EC, online.
- 9.7 The Vice-President (Student Life) should be notified immediately in the event of contested electoral results
- 9.8 In the event of a vacancy of one of the Vice President posts, a Member at Large may be promoted by unilateral decision of the president or co-presidents.

10 Article X: Affiliations

- 10.1 The Club shall be affiliated with:
 - Hillel Montreal
 - AEPi McGill (and Concordia)
 - Ghetto Shul

11 Article XI: Constitutional Amendment Procedure

- 11.1 Any member of the club may propose an amendment to the Constitution.



- 11.2 *In order to amend the constitution, a two-thirds majority vote at a General Meeting must be in favor of the proposed amendment.*
- 11.3 All amendments shall be submitted to the Club Commissioner, will be reviewed by the Club Committee, and ratified by the SSMU council before they take effect.

- 12 Article XII: Bylaws and Policies**
 - 12.1 The club shall create and maintain bylaws that cover the operations of the club, which are not specified in the Constitution.
 - 12.2 The club's bylaws shall not contravene the Constitution.
 - 12.3 The club's bylaws must be available to any member of the SSMU when and if requested.

- 13 Article XIII: SSMU Constitution, By-Laws and Policies**
 - 13.1 In case of any inconsistencies between the Club Constitution and the SSMU Constitution and By-Laws, the SSMU Constitution By-Laws and Policies shall take effect.
 - 13.2 If there are any areas not covered in this Constitution, the SSMU Constitution, By-Laws and Policies shall take effect.