

The Constitution of the Newman Students' Society adopted 2000, amended 2003
Revised December 13, 2003.

Article I – Name

I.1 The name of the club shall be the Newman Students' Society, hereon referred to as the Society.

Article II – Object

II.1 The Newman Students' Society is an association of McGill students committed to providing support for a unique community, rooted in Catholic tradition and authentic human values, on the campus of McGill University.

This entails being a presence which acknowledges in practice the dignity of each person and which promotes the growth of the whole **person's** relationship to God, self and others.

It is thus the mission of the Newman Students' Society to provide a vibrant social, intellectual and spiritual environment, which is enriching for students and the community at large; and to work closely with people of other traditions to promote dialogue, respectful appreciation and cooperation in a divided world.

In a society that longs for meaning and hope, we seek to educate the community about the rich reflections that form the Catholic tradition. We support other young people in the adventure of learning and serving and together educate and prepare ourselves to provide Christian leadership and service.

Article III – Membership

III.1 Any McGill student may become a member by registering with the Society, and paying a membership fee of (2) two dollars per academic year.

III.2 Members are uniquely entitled to vote and nominate candidates in Society elections, participate in or convene a Society general meeting, and hold executive or council office.

III.3 Individuals may be stripped of membership status by a 2/3 vote of the Society council, or a majority of a Society general meeting. Membership may be revoked on the grounds of fraud, grave violation of the rules and regulations of the Newman Centre and/or the Students' Society of McGill University, or other conduct deemed to be severely contradictory to the objectives of the Newman Students' Society by its council.

Article IV- Executive

IV.1 The Newman Students' Society shall have an **executive committee**, whose members shall be **the president, the vice-president social activities, the vice-president social justice, the vice-president publicity, the vice-president Saturday night suppers, and the treasurer.**

IV.2 The **executive committee** has the following **collective** responsibilities and powers:

- A. **to meet bi-weekly in order to discuss the activities and operations of the Society as well as continually developing its long-term objectives;**
- B. **to plan, organize, implement and evaluate the annual program of activities of the Society;**
- C. **to prepare a budget, at the end of each academic year, for Society activities in the next academic year;**
- D. **to submit a report to each council meeting on its work, and to seek the advice, direction and assistance of the council and individual members of the Society on the program of activities;**
- E. **to foster, by every suitable means, a constantly greater and more intense degree of participation by members in the life and activities of the Society, and to motivate members to involve others, in turn;**
- F. **to allocate and authorize the spending of Society funds;**
- G. **to appoint or hire individuals to provide short-term services to the Society;**
- H. **to act with the full power of the Society council in between council meetings.**

IV.3 The executive committee and its individual members do not have the power to:

- a. **dissolve the Newman Society;**
- b. **amend this constitution;**
- c. **enter the Society into any financial arrangement with any organization autonomous of the Society which binds the Society for a period of greater than twelve (12) months prior to receiving the approval of council.**

IV.4 Individual executive portfolios

IV.4.1. The duties of the president shall be:

- a. **to be chief officer of the Society;**
- b. **to develop and carry out external policies;**
- c. **to ensure the long term integrity of the Society;**
- d. **to be the spokesperson for the Society in a manner not inconsistent with policies set out by council;**
- e. **to enforce this constitution;**
- f. **to chair and coordinate the activities of the executive committee;**
- g. **to call meetings and set the agenda for council;**

- h. to coordinate relations between the Society, the Newman Centre Board of Directors, and the Students' Society of McGill University;**
- i. to appoint the legislative coordinator and speaker to council, as deemed necessary;**
- j. to coordinate yearly fundraising activities.**

IV.4.2 The duties of the vice-president social activities shall be:

- a. to coordinate, organize and execute the social activities outlined on the program of activities;**
- b. to appoint up to two social activities chairmen to council;**
- c. to appoint a summer activities chairman;**
- d. to appoint a Newman Ball chairman;**
- e. to ensure that the activities are peaceful in nature and open to all members of the McGill community;**
- f. to promote involvement in these activities;**
- g. to generate new ideas for social activities;**
- h. to organize intramural sports teams;**
- i. to ensure that each individual activity adheres to its budget.**

IV.4.3 The duties of the vice-president social justice shall be:

- a. to coordinate, organize and execute the social justice activities outlined on the program of activities;**
- b. to appoint up to two general social justice chairmen to council;**
- c. to ensure that the activities are peaceful in nature and open to all members of the McGill community;**
- d. to promote involvement in these activities;**
- e. to generate new ideas for social justice activities;**
- f. to act as a liaison between social justice organizations and the Newman community;**
- g. to coordinate and support the Society subgroups including but not limited to a pro-life group;**
- h. to ensure that each individual activity adheres to its budget.**

IV.4.4 The duties of the vice-president Saturday night suppers shall be:

- a. to coordinate, organize and execute the weekly Saturday night suppers outlined on the program of activities;**
- b. to appoint up to two general Saturday night suppers chairmen to council;**
- c. to ensure that the activities are peaceful in nature and open to all members of the McGill community;**
- d. to ensure that a vegetarian option is provided for each meal;**
- e. to promote involvement in these activities;**
- f. to keep a recipe book as reference for future suppers;**

- g. to coordinate, organize and execute special meal events including but not limited to Oktoberfest, Thanksgiving, Christmas, and the Resurrection party;
- h. to ensure that the cooks respect the Centre's facilities;
- i. to ensure that the Newman Centre kitchen and dining facilities are left in a sufficiently clean condition;
- j. to ensure that each individual activity adheres to its budget.

IV.4.5 The duties of the vice-president publicity shall be:

- a. to promote the presence of the Society to the McGill community;
- b. to advertise and poster for the Society and its events;
- c. to appoint up to two general publicity chairmen to council;
- d. to promote social activities;
- e. to promote social justice activities;
- f. to promote Saturday night suppers;
- g. to promote non-member participation in Society events;
- h. to coordinate, organize, and execute *Cross Talk* magazine each semester;
- i. to solicit membership to the Society;
- j. to maintain a database of all members of the Society;
- k. to publicize general meetings;
- l. to ensure that publicity adheres to its budget.

IV.4.6 The duties of the treasurer shall be:

- a. to maintain a database of all budgeted activities;
- b. to be a co-signer for all expenditures;
- c. to train the deputy treasurer;
- d. to prepare and present the annual budget;
- e. to submit all necessary documentation to the Students' Society of McGill University for the semi-annual audit;
- f. to reimburse Society members as necessary;
- g. to ensure that the Society's budget remains balanced;
- h. to perform and account for all petty-cash transactions;
- i. to alert the executive committee of any monetary inconsistencies;
- j. to collect and maintain all receipts;
- k. to remain well-informed of and conduct procedure according to Students' Society of McGill University financial policies;
- l. to carry out and account for all transactions at financial institutions.

IV.5 Resignation or Removal

IV.5.1 An executive may be removed from office for dereliction of duties by a (2/3) two-thirds vote of the council or a general meeting.

IV.5.2 An executive who resigns must give notice to the council.

IV.5.3 In the event of the resignation or removal of an executive, council shall appointment a replacement from within itself or call a by-election. In the event of a by-election, council shall internally make an interim appointment.

IV.5.4 In the event that the president resigns or is removed from office, the vice-president social justice assumes interim presidential powers.

Article V –Council of the Newman Students’ Society

V.1 Council shall be the legislative body of the Newman Students’ Society. Its voting members shall be the president, the vice-presidents, the treasurer, the deputy treasurer, the chairmen, and the legislative coordinator.

V.2 The non-voting members of the council shall be the director, chaplain, associate director(s) and campus minister(s) of the Newman Centre; and the speaker.

V.3 The duties and powers of the council shall be:

- a. to meet at least (4) four times per semester, at a frequency decided by council;**
- b. to approve the budget for spending;**
- c. to pass motions to create Society laws;**
- d. to call elections;**
- e. to conduct meetings according to parliamentary procedure;**
- f. to ratify council appointments;**
- g. to select a chief returning officer;**
- h. to remove a general or executive council member by a 2/3 vote;**
- i. to hold the executive committee accountable for its actions;**
- j. to call general meetings;**
- k. to propose general referenda to the Society;**
- l. to rotate secretarial duties among members of the council;**
- m. to revoke the membership of a member of the Society.**

V.4 The council cannot:

- a. dissolve the Society;**
- b. amend the constitution.**

V.5 The non-executive voting members

- a. The chairmen shall support and collaborate with the vice-president to which they have been assigned and assist in their respective portfolios.**
- b. The legislative coordinator shall advise the council on legal matters, assist the president and act as Society archivist.**
- c. The deputy treasurer will be trained by the treasurer and shall serve as treasurer for the Newman Ball.**

V.6 The non-voting members

- a. **The speaker shall be a neutral party who shall chair general council meetings in accordance with parliamentary procedure.**

Article VI – General Meetings

VI.1 General meetings may be called by council or any ten (10) members of the Society. **The speaker shall set the date of the meeting and chair its proceedings.** Notice of the meeting must be given at least **two (2)** weeks in advance. Such notice must specify the date, time and place of the meeting.

VI.2 The quorum for a general meeting is twenty (20) members or two-thirds (2/3) of all members whichever is the lesser. No decision may be taken unless or until such quorum is present.

VI.3 As far as possible, all decisions of the general meeting are made by consensus of those present, provided there is a quorum, after full, free and open discussion in which all present are encouraged to express their opinions. Should a vote become necessary in the absence of consensus, each member present shall have one (1) vote. Voting is by show of hands, unless five (5) members request a secret ballot. Voting by proxy is not permitted. A majority of one (1/2) half of the voters plus one (1) is needed to pass resolution.

VI.4 The general meeting has the following duties, responsibilities and powers:

- a. to provide support, assistance, advice and direction as required to the council in the planning, organization and implementation of the annual program of activities;
- b. to evaluate the life of the Society in general and the program of activities and to provide feedback to the council to assist in planning future programs;
- c. **to shape Society policy;**
- d. **to propose general referenda to the Society;**
- e. **to amend the constitution by (2/3) two-thirds of the votes.**

VI.5 The general meeting does not have the power:

- a. **to allocate or approve the spending of funds;**
- b. **to dissolve the Society.**

Article VII – Elections

VII.1 The chief returning officer shall be the head of elections. The duties, responsibilities and powers of the chief returning officer are:

- a. **to plan, organize and implement an election;**
- b. **to provide a description of the executive portfolios;**
- c. **to tabulate votes and declare winners;**
- d. **to declare a ballot void;**
- e. **to prevent ballot fraud;**
- f. **to ensure that candidates display orderly conduct and good sportsmanship.**

The chief returning officer may not run for office during the given election.

VII.2 The election periods shall commence the third week of November and the third week of March, notwithstanding any emergency election period.

VII.3 Executive elections

VII.3.1 The president and the (4) four vice-presidents are elected annually from eligible members of the Society. A society member is eligible for election if they have held full membership status, for a period of greater than (2) two months. Their terms of office shall be from May 1 of the current year to April 30 of the following year.

VII.3.2 A member may hold the same position for more than (1) one term of office, but no member shall hold more than (1) one position in a given year.

VII.3.3 The deputy treasurer shall be elected at the end of November for a term of (1 ½) one year and a half. The deputy treasurer shall assume full treasurer responsibilities effective May 1 of the year following the year of election into office.

VII.3.4 There will be a (2) two-week period in which members of the Society may nominate either themselves or one another for the executive positions. At the end of the (2) two-week period, nominations shall close. A list of nominees for each position shall be made public, and members may either accept or decline their nominations. (1) One week of campaigning may be permitted within the Society. Upon expiry of the week of campaigning, a period of voting lasting (10) ten days shall begin. During the (10) ten days of voting, each member may vote for (1) one of the nominees running for each position.

VII.3.5 Voting shall be conducted by secret ballot. Members may submit their ballots to the Newman Centre office at any time during the voting period or at a polling station. Members may only vote once for each position to be filled. All ballots are kept unopened in a locked container, until the expiry of the voting period. Upon the expiry of the voting period, the ballots are opened and counted by the CRO in the presence of (2) two executive members of the society and (2) two members at large (other than persons running for positions).

A candidate is declared a winner by a majority vote. The results are made public.

VII.4 Referenda

VII.4.1 Referenda may be proposed by (2/3) two-thirds of council or (2/3) two-thirds of a general meeting.

VII.4.2 Referenda may be conducted during elections periods.

VII.4.3 Referenda questions must be posted along with election nominations.

VII.4.4 'Yes' and 'No' committees may be formed during an election nominating period and may campaign during an election campaign period.

VII.4.5 Voting and ballot-counting shall be carried out in accordance with election procedures.

VII.4.6 A referendum passes with a (2/3) two-thirds majority, provided that the majority is more than (1/3) one-third of the total membership.

Article VIII – Constitutional Amendments

VIII.1 This constitution may be amended only by:

- a. adoption by a (2/3) two-thirds vote of the members present at a general meeting called for that purpose.

And

- b. ratification by the Students' Society of McGill University council.

Article IX - Affiliation

The Newman Student's Society shall be affiliated with:

- a. the McGill Newman Centre and its chaplains;
- b. the Newman Association of Montréal Inc. and its board of directors;
- c. the Roman Catholic Archdiocese of Montréal;
- d. **the Students' Society of McGill University.**

Article X – Retroactive Authority

This constitution is effective as of May 1st 2003.