



CONSTITUTION OF MCGILL STUDENTS FOR THE FOUNDATION FOR INTERNATIONAL MEDICAL RELIEF OF CHILDREN

Ratified by SSMU Council on: January 29, 2015

1. Article I: Name

- 1.1. McGill Students for Foundation for International Medical Relief of Children also referred to hereinafter as the Club.

2 Article II: Mandate

- 2.1 The Club's mandate shall be to
 - Promote awareness of public health, specifically pediatric and maternal health in underdeveloped countries.
 - Hold fundraising events relating to the construction of pediatric clinics in underserved areas around the world as well as local and global health issues
 - Coordinate volunteer groups to travel to FIMRC clinic sites through the Global Health Volunteer Program
 - Conduct at least two community service activities per year.

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.
- 2.2.2 No member shall make personal profit from the club
- 2.3.2 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 Clubs and Services 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
- 2.4.2 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

- 2.4.3 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 The EC is composed of the following eight portfolios:
1. President
 2. Vice President External
 3. Vice President Internal
 4. Vice President Finance and Operations
 5. Vice President Communications
 6. Vice President Promotions
 7. Director of Community Services
 8. Missions Coordinator
- 4.3 The EC shall meet as frequently as it deems fit.
- 4.4 At least five of the eight 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, chief representative, and chief spokesperson 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 Clubs and Services 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 and Operations.
 - 5.1.8 Co-sign all minutes with the VP Communications.



- 5.1.9 Ensure that the Club is abiding by the Constitution, By-laws and Policies of the Students' Society of McGill University
- 5.1.10 Act as a liaison of communication and support between the club and FIMRC headquarter
- 5.2. The Vice President External shall:
 - 5.2.1 Oversee all aspects of the Fundraising Committee
 - 5.2.2 Act as a liaison of communication and support between the Fundraising Committee and the EC
 - 5.2.3 Act as representative of the Club to the community within and outside of the University.
 - 5.2.4 Be responsible for developing healthy relations with student and community organizations within and outside McGill University, and particularly those in the Montreal area.
 - 5.2.5 Be responsible for promoting the image of the Club to the community within and outside McGill University.
- 5.3 The Vice President Internal shall:
 - 5.3.1 Be responsible for communication within the EC and with the Students' Society of McGill University.
 - 5.3.2 Maintain the membership list of the club.
 - 5.3.3 Oversee and coordinate the programming activities and events of the club
 - 5.3.4 Shall be responsible for booking and arranging meeting rooms, and organizing and obtaining refreshments
- 5.4 The Vice President Finance and Operations shall:
 - 5.4.1 Oversee and coordinate funding for the programming activities and events of the club
 - 5.4.2 Be responsible for the collection of membership fees.
 - 5.4.3 Co-sign all financial transactions with the President.
 - 5.4.4 Ensure the funding and financial stability of the club.
 - 5.4.5 Keep track of all financial transactions and receipts in order to prepare the biyearly audits for the SSMU
- 5.5 The Vice President Communications shall:
 - 5.5.1 Take minutes at EC and general meetings, and ensure proper distribution of all minutes
 - 5.5.2 Co-sign all minutes with the President.
 - 5.5.3 Act as a liaison of communication and support between the members and the club via e-mail
- 5.6 The Vice President Promotions shall:
 - 5.6.1 Act as representative of the Club to the community within and outside of the University.
 - 5.6.2 Be responsible for promoting the image of the Club to the community within and outside McGill University.
 - 5.6.3 Work closely with VP External and the Fundraising Committee in their meetings and events



- 5.7 The Director of Community Services shall:
- 5.7.1 Be responsible for developing healthy relations with student and community organizations within and outside McGill University, and particularly those in the Montreal area.
 - 5.7.2 Promote community involvement by means of volunteerism
 - 5.7.3 Raise local awareness in global and national health
- 5.8 Missions Coordinator shall:
- 5.8.1 Coordinate and publicize Global Health Volunteer Program
 - 5.8.2 Act as a liaison of communication between the interested members and FIMRC HQ
 - 5.8.3 Assist the volunteers in preparation for the trip, including the ways to fundraise for their trips.
- 6 Article VI: Fees**
- 6.1 The club shall have no membership fee.
- 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 before May 31st of each year.
- 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 an interview process held in March for the purpose of electing new members to the EC.
 - 8.2 Regular Executive and General 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 and/or Committee Chair.
- 9 Article IX: Electoral Procedures**
- 9.1 Election of new members to the EC shall be through an application and interview process by the existing EC members.
 - 9.2 Anyone (member or not) can apply to be a member of EC.
 - 9.3 The decision of elected candidates shall be made by a two-thirds majority of the EC.
 - 9.4 In the case of a contested interview or electoral results, the President shall have the final authority over interview and electoral procedures and validity of results
- 10 Article X: Affiliations**
- 10.1 The Club shall be affiliated with the Foundation for International Medical Relief of Children.
- 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 consensus on the proposed amendment must be reached at a General Meeting.

11.3 All amendments shall be submitted to the Interest Group Coordinator, will be reviewed by the Interest Group 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 by laws 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.