PART II: SSMU STUDENT HANDBOOK TERMS OF REFERENCE

Article 6 - Format of the Student Handbook

<u>6.1 The following bylaws apply to the Student Handbook regardless of its format, whether print,</u> <u>electronic or otherwise.</u>

<u>6.1.2 Exceptions to this rule shall be granted in regards to necessary differences in</u> advertising pricing and content across different formats of the Handbook.

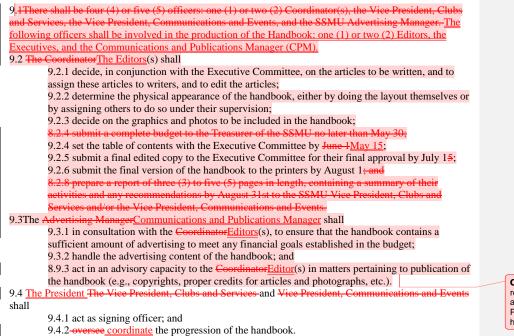
Article 76 – Name of the Student Handbook

7.1 The official name will be the "SSMU Student Handbook." (The handbook front cover shall have in legible print "Students' Society of McGill University" and "Association étudiante de l'Université McGill". The front cover of the handbook shall also have the SSMU logo.)

Article 8 - Objective of the Student Handbook

8.1 The purpose of the SSMU Student Handbook shall be to inform McGill students about the Students' Society, McGill University, and Montreal, with an emphasis on the Students' Society.

Article 9 - Duties of Student Handbook Officers



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Comment [MSOffice1]: Reworked to reflect handbook editors hirings, dates and deadlines, and fact that the President will be coordinating the handbook not the VP C&S.

Article 10 – Appointment and Term of Handbook Officers Handbook Editors

10,1The Coordinator<u>Editor</u>(s) shall be appointed by the SSMU Executive Committee, subject to ratification by the Students' Council.

10.<u>2Coordinators 2 Editors</u> can be dismissed by the Executive Committee of the SSMU if they should contravene the provisions of these Terms of Reference.

10.3The Coordinator(s) shall hold office from the date of their appointment until September 15th of the same year.

Article 11 – Stipend of Handbook Officers Editors

11.1The CoordinatorEditor(s) shall receive a stipend <u>based on an hourly wage</u> after successful publication of the handbook;

11.2The stipend amount shall be determined annually by the Executive Committee-<u>according to the</u> Society's payscaleof the SSMU;

10.3If the Coordinator(s) decide to hire other individuals to perform the layout of the handbook, that portion of their stipend shall be deducted.

Article 12 – Final Authority

12.1The content of the handbook shall represent the Students' Society of McGill University and final say is given to the Executive Committee and Students' Council, whenever possible. The Executive Committee of the SSMU may overturn final copy, in the event that it does not reflect the policies of the Students' Society.

Article 13 – Advertising in the Student Handbook

13.1The Executive Committee reserves the right to approve or reject all advertising placed in the Student Handbook.

<u>13.2 Every effort shall be made to include as little advertising as possible in any given format of the</u> Handbook, provided that the production of the Handbook breaks even or carries a profit.

13.2The full advertising rates for the Student Handbook shall be charged to external organisations located within the University.

13.2.1 Any group that is not recognised by <u>Council_officially affiliated with the SSMU</u> or does not have an approved constitution on file with SSMU shall, for the purposes of this By-law, be considered an external organization.

Comment [MK3]: This isn't feasible, since Council doesn't meet over the summer...

Comment [MSOffice2]: Reworked

SSMU BY-LAW BOOK III - 1