



CONSTITUTION OF CINEMA POLITICA

Ratified by Membership on: May 21, 2009

1 Article I: Name

1.1 Cinema Politica, also referred to hereinafter as the Club.

2 Article II: Mandate

2.1 The Club's mandate shall be to:

- Create a forum for the appreciation of documentary film pertaining to political and social issues.
- Screen documentaries that touch upon a wide variety of themes, relevant to both student and citizen life.
- Promote awareness and encourage discussion regarding contemporary Canadian and global issues.
- Create a non-biased and welcoming environment that is open to all McGill students, regardless of political views, nationality or religion.

2.2 Code of Conduct

2.2.1 The club shall carry forth its mandate from an anti-oppressive standpoint and equal respect shall be given to all members, regardless of position.

2.2.2 No member shall make personal profit from the club.

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

2.2.4 The expulsion procedure for executive members shall be conducted as follows:

2.2.4.1 After one month of failing to fulfill their given responsibilities, the executive member in question shall be given a warning by the director(s).

2.2.4.2 Another warning shall be given after a second month.

2.2.4.3 After the third month of inactivity, the executive member will be asked to leave the position by the directors, both verbally and in writing.

3 Article III: Membership

3.1 Membership for a club under the Students' Society of McGill University is open everyone.

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 five portfolios:

1. Director
2. Vice President of Programming
3. Vice President of Publicity
4. Vice President of Finance and Bookings
5. Secretary

4.3 The EC shall meet as frequently as it deems fit.



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 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.
- 5.1.4 Chair all EC meetings.
- 5.1.5 May cast the deciding vote in the event of a EC deadlock
- 5.1.6 Co-sign all financial transactions with the Vice President of Finance and Booking.
- 5.1.7 Co-sign all minutes with the Secretary.

5.2. The Vice President of Programming shall:

- 5.2.1 Oversee the coordination and duration of documentary screening schedules, as well as any other activities and events of the club.
- 5.2.2 Oversee the programming sub-committee.
- 5.2.3 Act as a representative, along with the director, to the larger Cinema Politica organization.

5.3 The Vice President of Publicity shall:

- 5.3.1 Oversee all publicity campaigns initiated by the Club.
- 5.3.2 Maintain all Internet forums used for publicity, including the Cinema Politica website and listserv.
- 5.3.3 Create a full schedule at the beginning of each semester to be distributed throughout the term as well as publicity materials for individual screenings and events.

5.4 The Vice President of Finance and Booking shall:

- 5.4.1 Oversee and coordinate funding for the programming activities and events of the club
- 5.4.2 Oversee the reservation of screening and event space on campus
- 5.4.3 Be responsible for communication within the EC and with the Students Society' of McGill University
- 5.4.4 Co-sign all financial transactions with the President.
- 5.4.5 Ensure the funding and financial stability of the club.
- 5.4.6 Keep track of all financial transactions and receipts in order to prepare the biyearly audits for the SSMU.

5.5 The Secretary shall:

- 5.5.1 Take minutes at EC and general meetings, and ensure proper distribution of all minutes
- 5.5.2 Maintain the membership list of the club, as well as a separate list with executive contact information.
- 5.5.3 Co-sign all minutes with the President.
- 5.5.4 Shall be responsible for booking and arranging meeting rooms, organizing and obtaining refreshments, and drafting agendas for general meetings.

5 Article VI: Fees

- 6.1 The Club's membership fee shall be \$0 dollars.



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 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 The Vice President (Clubs & Services) 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 March 31 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 Elections are to be conducted by secret ballot in person.
- 9.6 Ballots must be kept in a secure place for 5 weeks after the date of voting.
- 9.7 The Vice President (Clubs & Services) should be notified immediately in the event of contested electoral results.

10 Article X: Affiliations

- 10.1 The Club shall be affiliated with: Cinema Politica

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 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.



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.