



# CONSTITUTION OF CYCLING @ MCGILL

Ratified by Club's Membership on: October 6, 2014

Ratified by SSMU Council on: October 9, 2014

## **1 Article I: Name**

1.1 McGill Cycling also referred to hereinafter as the Club.

## **2 Article II: Mandate**

2.1 The Club's mandate shall be to

- Promote and encourage recreational and competitive cycling
- Organize regular rides and events in which cyclists can network and improve their riding and racing skills
- Promote a positive attitude towards cycling and cyclists in general
- Send members to a variety of mountain and road cycling races throughout the racing seasons

## **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 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

2.4.1.1 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 The EC is composed of the following six portfolios:
1. President
  2. Vice President External
  3. Vice President Internal
  4. Vice President Jerseys
  5. Vice President Events
  6. Vice President Sponsorship
- 4.3 The EC shall meet as frequently as it deems fit.
- 4.4 At least four of the six EC members must be present at an EC meeting in order for quorum to be met and for the meeting to proceed.
- 4.5 More than one person can hold one of the above titles, except for the title of President.

### **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 Take on the chief financial responsibilities of the Club.
  - 5.1.8 Ensure that the Club is abiding by the Constitution, By-laws and Policies of the Students' Society of McGill University



- 5.2. The Vice President External shall:
- 5.2.1 Act as representative of the Club to the community within and outside of the University.
  - 5.2.2 Be responsible for developing healthy relations with student and community organizations within and outside McGill University, and particularly those in the Montreal area.
  - 5.2.3 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 Coordinate the activities and events of the Club regarding membership.
- 5.4 The Vice President Jerseys shall:
- 5.4.1 Be responsible for all communication between the Club and the jersey manufacturer.
  - 5.4.2 Purchase test kits by the beginning of October for Club members to try on.
  - 5.4.3 Organize and manage the sale of Club clothing.
  - 5.4.4 Be responsible for the distribution of Club clothing once it arrives from the manufacturer.
- 5.5 The Vice President Events shall:
- 5.5.1 Be responsible for organizing and advertising all Club events, including, but not limited to:
    - training rides
    - training weekends
    - training camp
    - indoor training sessions
    - mountain bike races
    - road races
    - social events
    - gear swaps
- 5.6 The Vice President Sponsorship shall:
- 5.6.1 Prepare a sponsorship package at or before the beginning of each school year.
  - 5.6.2 Be responsible garnering equipment and financial sponsors for the upcoming season.
  - 5.6.3 Maintain a good relationship with all sponsors and let them know that their generosity is appreciated.
- 6 Article VI: Fees**
- 6.1 The Club's shall have two levels of membership, with fees priced accordingly.
  - 6.2 The Club's membership fee for the "club" level of membership shall be \$40. This rate provides for access to the following:
    - All Club rides and indoor training.



- Discounts with Club sponsors
  - Discounts on Club clothing
- 6.3 The Club's membership fee for the "team" level of membership shall be \$100. This rate provides for access to everything listed above for the "club" level, in addition to the following:
- Races with the Club, at subsidized costs.
  - Training camp during the week of Spring Break.

## **7 Article VII: Finances**

- 7.1 The Executive Committee 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 a General Meeting held in April 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.

## **9 Article IX: Electoral Procedures**

- 9.1 The general membership must be notified of the date of the general meeting not later than one week in advance to the date of the General Meeting called for elections purposes.
- 9.2 Elections are to be held before April 30 during the previously mentioned General Meeting.
- 9.3 Elections are to be conducted by secret ballot in person.

## **10 Article X: Affiliations**

- 10.1 The Club is not affiliated with anyone.

## **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 by the Executive Committee.
- 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**

- 12.1.1 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.



12.2.1 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.