(CLUB NAME) CONSTITUTION

Ratified by Membership on: ____________________________

Ratified by SSMU Council on: ____________________________

ARTICLE I: Name

1.1 Salseros McGill also referred to hereinafter as the Club.

Note that you can't use “McGill” in the club’s name without written permission from the VP Clubs & Services and the Dean of Students.

ARTICLE II: Mandate

2.1 The Club’s mandate shall be to:

1. Create a strong Salsa-loving community in McGill;
2. Act as the bridge between the McGill community and the Montreal Salsa Scene;
3. Network with local dance schools, clubs and companies that provide salsa events;
4. Hold lessons and events relating to salsa dancing

ARTICLE III: Membership

3.1 Membership in a Student's Society Club is open to 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.

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 Communications
5. Vice President Marketing
6. Vice President Finance

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

4.4 At least three of the five EC members must be present at an EC meeting in order for quorum to be met.

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 VP Finance.
5.1.7 Co-sign all minutes with the VP Internal.

5.2 The Vice President External shall:

5.2.1 Act as representative of the Club to the community outside of the University.

For more information, please contact Floh Herra-Vega, Vice-President (Clubs and Services) at 398-8944 or cs@ssmu.mcgill.ca.
5.2.2 Be responsible for developing healthy relations with student and community organizations outside McGill, and particularly those in the Montreal area.
5.2.3 Be responsible for promoting the image of the Club in the community outside McGill University.
5.2.4 Oversee and coordinate off-campus activities and events of the club (such as off-campus workshops and Salsa Congresses)

5.3 The Vice President Internal shall:
5.3.1 Act as the representative of the Club within the University community.
5.3.2 Be responsible for communication within the EC, with other McGill University student organizations, and with the Students' Society of McGill University.
5.3.3 Maintain the membership list of the club.
5.3.4 Take minutes at EC and general meetings, and ensure proper distribution of all minutes.
5.3.5 Co-sign all minutes with the President.
5.3.6 Order the Club's membership fee shall be $2 dollars.
5.3.7 Shall be responsible for booking and arranging meeting rooms, organizing and obtaining refreshments, and drafting agendas for general meetings.

5.4 The Vice-President External shall:
5.4.1 Inform club members of activities and events through email announcements and website.
5.4.2 Answer and forward emails.

5.5 The VP Marketing shall:
5.5.1 Promote the image of the Club within the McGill Community.
5.5.2 Create and maintain a website for the club.

5.6 The VP Finance shall:
5.6.1 Oversee and coordinate the programming activities and events of the club.
5.6.2 Be responsible for the collection of membership fees.
5.6.3 Co-sign all financial transactions with the President.
5.6.4 Ensure the funding and financial stability of the club.

ARTICLE VI: Fees
6.1 The Club's membership fee shall be $2 dollars.

ARTICLE VII: Finances
7.1 The EC shall examine the financial records at the end of each semester.

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.

ARTICLE IX: Electoral Procedures
9.1 The Vice-President (Clubs & Services) of SSMU or his/her representative shall be the Chief Returning Officer (CRO) with final authority over electoral procedures and validity of results.
9.2 The Vice-President (Clubs & Services) shall be notified of 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 Returning Officers (DROs) to assist the running of elections in consultation with the CRO.
9.5 Elections are to be conducted by secret ballot.
9.6 Ballots must be kept in a secure place for 5 weeks after the date of voting.

ARTICLE X: Affiliations
10.1 The Club shall be affiliated with:
San Tropez Dance School

ARTICLE XI: Constitutional Amendment Procedure
11.1 Any member of the club may propose an amendment to the Constitution.

For more information, please contact Floh Herra-Vega, Vice-President (Clubs and Services) at 398-8944 or cs@ssmu.mcgill.ca.
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 OR In order to amend the constitution consensus on the proposed amendment must be reached at a General Meeting.

11.3 All amendments shall be ratified by the SSMU council before they take effect.

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.

ARTICLE XIII: SSMU Constitution
13.1 In case of any inconsistencies between the Club Constitution and the SSMU Constitution and By-Laws, the SSMU Constitution and By-Laws shall take effect.
13.2 If there are any areas not covered in this Constitution, the SSMU Constitution and By-Laws shall take effect.