



# CONSTITUTION OF MCGILL BRAZILIAN STUDENTS ASSOCIATION

Ratified by Club's Membership on: March 17, 2015

Ratified by SSMU Council on: April 9, 2015

## **1** Article I: Name

**1.1** McGill Brazilian Students Association, also referred to hereinafter as the Club.

## **2** Article II: Mandate

**2.1** The Club's mandate shall be to

- Foster unity among Brazilian students at the McGill University as well as motivating them to live as one community driven by a sense of solidarity;
- Promote the Brazilian culture at McGill University, projecting a positive image of Brazil and its cultural values and identity;
- Encourage academic excellence among Brazilian students at the McGill University;
- Serve as a platform to integrate the Brazilian students to the McGill community;
- Provide opportunities for students who are interested in Brazil and its culture to exchange information about it;
- Network with local organizations and institutions that benefit Brazilian national;
- Hold events relating to Brazilian culture;
- Increase the visibility of McGill University in Brazil, as well as to prospective Brazilian students;
- Raise funds for charities that benefit Brazilian nationals inside and outside campus, as well as causes that are deemed pertinent to the Club.

## **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 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: The Collective:
- 4.1 The Collective shall administer the Club and oversee its operations, events etc.
- 4.2 The Collective shall be composed of 5 to 11 members.
- 4.3 The Collective shall be nonhierarchical and operate by a vote of majority among its members.
- 4.3.1 In case of deadlock, the issue will be re-discussed and a new round of voting will be conducted, until a decision is made. If after three attempts to reach a majority the issue remains unsolved, the oldest member of the Collective will hold the casting vote.
- 4.3.2 If the oldest member of the Collective resigns from their right to exercise the casting vote, this vote will be given to the oldest member of the Collective willing to hold it.
- 4.4 The quorum for Collective meetings shall be two thirds of the Collective membership.
- 4.5 Collective meetings shall be open to anyone, regardless of Club membership, but non-Collective members shall not take part in the decision-making process.
- 4.6 All decisions made by the Collective shall be subject to review by the Club membership at General Assemblies.



- 5 Article V: Portfolios
- 5.1 The Collective shall assign the following tasks to members of the Collective on a year-to-year basis:
- Coordination of the Club's funding and finances, including the preparation of biyearly audits for the SSMU.
  - Coordination of advertising the Club's events.
  - Coordination of the Club's list serve.
  - Coordination of the Club's website.
  - Organization of the Club's physical resources and equipment.
  - Act as a liaison between the SSMU VP Clubs and Services and the club.
- 5.2 Facilitation and minute-taking at Collective meetings shall rotate between members of the Collective.
- 5.3 The duty of organizing club events shall be assigned to a Collective member on a case-by-case basis.
- 5.3.1 All Collective members must be directly involved in the organization of at least one event during the current year.
- 6 Article VI: Fees
- 6.1 The Club's membership fee shall be \$10 dollars, paid in the beginning of the Fall semester.
- 6.1.2 The Collective may exempt some members from fee payment, which will be determined on a need basis.
- 7 Article VII: Finances
- 7.1 The 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 and Electoral Procedures
- 8.1 There shall be a General Meeting held in March for the purpose of creating a new Collective.
- 8.2 Members may volunteer to be Collective members at this General Meeting. All potential Collective members are subject to approval of the membership by majority of votes.
- 8.3 Regular Collective meetings shall be held throughout the fall and winter terms.
- 8.4 General Assemblies of the Club must take place at least twice per semester.
- 9 Article IX: Constitutional Amendment Procedure
- 9.1 Any member of the club may propose an amendment to the Constitution.
- 9.1.1 In order to amend the constitution, the majority of votes on the proposed amendment must be reached at a General Meeting.



- 9.2 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.
- 10 Article X: Bylaws and Policies
- 10.1 The club shall create and maintain bylaws that cover the operations of the club which are not specified in the Constitution.
- 10.2 The club's bylaws shall not contravene the Constitution.
- 10.3 The club by laws must be available to any member of the SSMU when and if requested.
- 11 Article XI: SSMU Constitution, By-Laws and Policies
- 11.1 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.
- 11.2 If there are any areas not covered in this Constitution, the SSMU Constitution, By-Laws and Policies shall take effect.