



## Club Committee Appendix April 6, 2017

March 29, 2017

### Discussion:

#### 1. Final Approval of New Interim and Full Status Application Forms and Rubrics:

- Interim Status Application Form:
  - Added questions on engaging new members, managing executive turnover, and ensuring financial sustainability of the club.
- Full Status Application Form:
  - Combined the two questions about mandate (what is it and how they've met it) due to space restrictions.
  - Added, "What steps have you taken to ensure the social sustainability of your club?"
    - Prompt with question: "How have you built your membership base and how have you engaged new students? How do you involve non-executive members in the club's activities? How have you reached out to students? What steps have you taken to make sure your club will have a smooth executive turnover when the founders graduate? What steps will you take to ensure club activities remain relevant and interesting to members?"
  - Added, "How has your club maintained a commitment to environmental sustainability?"
    - Prompt with question: "Do you utilize resources such as the Plate Club, the Green Events Checklist, the Green Events Guide, or the SSMU Green Fund? Do you practice waste reduction, composting, and recycling? Do you serve locally produced food at events when possible? Please let us know about other practices you may follow!"
  - Added, "What steps have you taken to ensure accessibility for all SSMU and PGSS members to your club?"
    - Prompt with question: "Does your club have a membership fee? Are there other costs associated with being a member of the club? Are all members equally encouraged to take on leadership roles in the club? Are club events and meetings welcoming to all of SSMU's members? Are physical accessibility conditions included in event descriptions? Are non-alcoholic beverages available when alcoholic beverages are served?"
- Interim Status Rubric: Included in Documents
  - Added the Sustainability (Environmental and Social) section in place of Institutional Sustainability.
  - Changed Autonomy section phrasing, as decided last meeting.
  - Question: should "Uniqueness of Activities" and "Benefits" be merged or remain separate?
- Full Status Rubric: Included in Documents
  - Added the Sustainability (Environmental and Social) section in place of Environmental.
  - Changed Autonomy section phrasing, as decided last meeting.

#### 2. Socialist Fightback Club Full Status Application

They were granted Interim Status on April 12<sup>th</sup>, 2016, but have not submitted a Full Status Application. They now remembered this was needed and wish to still apply after the deadline



(January 12<sup>th</sup>, 2017). They want to know if we are willing to make an exception for them, as they didn't receive a reminder email about applying.

**Constitutional Amendments:**

**1. McGill Students for HanVoice (formerly McGill Students for North Korean Refugees)**

1. Name change to McGill Students for HanVoice due to affiliation with the organization HanVoice.
2. Addition of Executive Committee positions "HanVoice Ambassador" with the following portfolio:
  - a. Maintain contact with the other HanVoice chapters throughout Canada.
  - b. Update the club members on the events and initiatives hosted by HanVoice headquarters.
3. Change of Affiliation clause to recognize affiliation with HanVoice.

**2. Comparative Healthcare Systems Program**

1. Article IV: Executive Committee
  - a. Addition of Vice-President Conference
  - b. Reduction of General Program Coordinators (originally 1-5 and now 2-3)
  - c. Removal of Montreal Program Coordinator
  - d. Addition of Exchange Coordinator Taiwan
  - e. Addition of Exchange Coordinator Europe
  - f. U1 Representatives is now U0/U1 Representatives
2. Article V: Portfolios
  - a. Program Director – addition of following:
    - i. Manage the recruitment and selection of new executives for the club
    - ii. Gather exit reports from the past executives and ensure the incoming executives access them
  - b. Vice-President Finance – addition of following:
    - i. Fundraise and acquire sponsorships
  - c. Vice-President Conference – addition of portfolio:
    - i. Organize the Club's annual conference held in March by seeking sponsors, finding a venue, contacting speakers, and planning a conference theme.
    - ii. Preferably be knowledgeable about current public and global health issues.
  - d. Vice-President External – Old portfolio now that of VP Conference. New portfolio that of former Montreal Program Coordinator with additions. Is as follows:
    - i. Organize the Montreal pre-departure program held in May.
    - ii. Seek out new contacts in order to expand the program.
    - iii. Preferably have experience working or volunteering at Montreal health institutes.
    - iv. Collaborate with other health groups on campus and in Montreal
    - v. Expand the visibility and build external connections for CHSP
    - vi. Advertise the Club at conferences and other health events
  - e. Exchange Coordinator Taiwan – addition of portfolio:
    - i. Recruit and select participants to the Taiwan program to study the healthcare system
    - ii. Manage the logistics of the trip
    - iii. Coordinate with the Vice-President External in the pre-departure program
  - f. Exchange Coordinator Europe – addition of portfolio:
    - i. Recruit and select participants to the Europe program to study the healthcare system



- ii. Manage the logistics of the trip
- iii. Coordinate with the Vice-President External in the pre-departure program

### 3. SSMU – Israel on Campus

1. Article II: Mandate - Rephrasing of mandate to the following (note all ideas are the same just reorganized).
  - a. Educate the student body on topics pertaining to Israel and the Middle East.
  - b. Encourage open conversation on campus about the Israeli-Arab conflict.
  - c. Counter the delegitimization of Israel on campus.
  - d. Pursue the above goals through programming and events.
2. Article IV: Executive Board
  - a. Addition of Vice-President Finance
  - b. Removal of Vice-President and Vice-President Outreach
3. Article V: Portfolios
  - a. President(s)
    - i. Removal of financial management responsibilities (moved to VP Finance)
    - ii. Addition of role as signing officers of the club
  - b. Vice-President Finance – addition of portfolio:
    - i. Oversee all IOC financial operations, ensure financial integrity and stability, and fulfill all responsibilities set out in Article VI of this Constitution.
    - ii. Along with the Vice-President(s) Events, co-ordinate funding for IOC programming and events.
    - iii. Be a signing officer of IOC.
  - c. Removal of Vice-President portfolio and Vice-President Outreach (responsibilities covered by other portfolios)
  - d. Vice-President Events - addition of clauses:
    - i. Along with the Vice-President External, reach out to other clubs and organizations to collaborate on programming and events.
    - ii. Along with the Vice-President Finance, co-ordinate funding for IOC programming and events.
  - e. Vice-President External – addition of clause:
    - i. Along with the Vice-President(s), Events, reach out to other clubs and organizations to collaborate on programming and events.
4. Article VII: Meetings – revision of clauses to the following:
  - a. The Executive Board shall meet on a biweekly basis.
  - b. General meetings may be held throughout the academic year.
  - c. Special meetings may be called at any time deemed necessary by the Executive Board.
5. Article VIII: Electoral Procedures – addition of clauses:
  - a. The Chief Electoral Officer (CEO) shall be an IOC President.
  - b. In the event that both Presidents are candidates in the election, the CEO will be decided according to the order of precedence set out in Article 4.2.
  - c. Candidates for the position of President must have previously served as members of the Executive Board, unless given approval by a majority vote of the Executive Board.
6. Addition of Article IX: Removal Procedures as follows:

“9.1 Any Executive Board member may be removed from office for the following grounds:

  - i. Violation of the provisions of the IOC Constitution,
  - ii. Violation of the provisions of the SSMU Constitution or its Internal Regulations,



- iii. General delinquency of duties,
  - iv. Misappropriation of IOC funds.
- 9.2 Removal occurs by way of a resolution adopted at a meeting of the Executive Board.
- 9.3 Removal requires a 2/3 vote of the Executive Board members present.
- 9.4 The Executive Board member against whom a request for removal from office is directed shall be notified of the place, the date, and the time of the meeting of the Executive Board called to remove them one week before said meeting.
- 9.5 Such Executive Board member shall have the right to attend and to address the meeting or, in a written statement read by the President(s), to put forth the reasons why such Executive Board member opposes the removal from office.
- 9.6 Such Executive Board member shall not have the right to vote on their own removal."

### **Full Status Application:**

McGill Students' Chapter for Scientista

#### **Mandate:**

The club's mandate shall be to empower women majoring in science, technology, engineering, mathematics, and medicine (STEMM) by providing a strong campus community, online resources, and visible role models. In order to achieve these goals, Scientista will provide programs and create online content on our blog, including student spotlights, networking opportunities with successful women STEMM, and socials and study groups. This organization is a chapter of the national Scientista Foundation.

#### **Application:**

##### **How has your club met its mandate over the course of your Interim Status period?**

1. We have created a community of women in STEM that provides each other with advice and support through monthly brunches as well as various events over the year. We have also shared meaningful stories, useful articles/resources/opportunities, and interesting spotlights on women in STEMM through our social media page. We have also offered events to provide students with meaningful tools and resources to navigate their studies, work, and future careers, such as a workshop on negotiation skills, a roundtable with professional women in STEMM fields where they had an opportunity to network, and professional headshots. Finally, we have provided students with opportunities to de-stress towards the end of the semester by organizing a yoga event and a spinning event.
2. Our events were open to anyone who was interesting in participating. We also made an effort to hold our events in places that were accessible, and have a vegan/vegetarian food option when we served food.
3. We have maintained cordial relations with all clubs, reaching out to some clubs to offer to collaborate on events, and also asked them to share our events and shared theirs in return. No problems have arisen with other groups.
4. We used the plate club to minimize our environmental impact when hosting events in the SSMU building such as our roundtable with professional women in STEM. For our monthly brunches, we used real plates and cutlery we washed after each brunch. We also focused on advertising our events online (through social media, listservs, our newsletter) to save paper. We looked at the green events guide for such tips on how to be more environmentally sustainable. As mentioned above, we also made an effort to hold our events in places that were accessible, and have a vegan/vegetarian food option when we served food.

**How has your club contributed to the McGill community? What benefits do you offer to students?**



We have created a community of women in STEM that provides each other with advice and support. We have maintained this community through monthly brunches and other events. We have also offered events to provide students with meaningful tools and resources to navigate their studies, work, and future careers, such as a workshop on negotiation skills, a roundtable with professional women in STEMM fields, and professional headshots. Finally, we have provided students with opportunities to de-stress towards the end of the semester by organizing a yoga event and a spinning event.

**How have you built your membership base and how have you engaged new students?**

We have built our membership base by recruiting students through posters on campus, a general interest meeting, SSMU activities night, social media. We have reached out to students through posting events on our social media page, telling members about events and opportunities through our monthly listserv, sharing our events on McGill listservs, and sharing them on other student group's social media page.

**What steps have you taken to make sure your club will have a smooth executive turnover when the founders graduate?**

We have kept detailed records of our meeting agendas and meeting minutes. We have kept on a google drive online all the documentation with regards to advertisement materials, finances, the materials used to prepare events, interim and full status application, slides for presentations, and more. Moreover, all records of our club's communications can be found in the club's email. Finally, we are planning to hold a meeting with the new executive committee to help them get acquainted with the club's materials and goals, and pass on the knowledge we acquired from running the club this past year.

**What resources has your club used during your Interim Status Period?**

We have used Activities Night, SSMU funding (in the amount of 34\$), room bookings in the Shatner building as well as other buildings on campus, we have also collaborated with CAPS and with the McGill Women Alumni Association to organize some events. We have used table bookings to hold samosa and bake sales, as well as to promote our events. We have also used the plate club, SSMU catering services and Gertz alcohol service for some of our events.

**What steps have you taken to ensure the financial sustainability of your club?**

We have applied for funding with the McGill Women Alumni Association, SSMU, and the national board of the Scientista Foundation. So far, we have received funding from the latter two. We have also held fundraising events: a samosa sale and a bake sale. Some of our events also doubled as fundraising: the professional headshots event and the spinning event. We have also taken steps to minimize the costs of our events: opting for potluck format for brunches, borrowing materials (such as tablecloths for our roundtable events), using contacts to provide free/low cost events (such as the yoga event or professional headshots).

**Event 1: Scientista Roundtable (Thursday, February 2, 2017)**

This unique opportunity allowed students to network with six women in the STEM industry. Tables were set up with two professionals per table where everyone had the opportunity to have a discussion and ask any questions they may have about their respective fields, career paths, challenges faced, and more. The event was setup so all the students would have a chance to sit at each table and interact with each professional. Food and drinks were provided for participants.



Number of Attendees: 25

**Event 2: Scientista Monthly Brunch**

The monthly brunch was held every month. This was open to all, and in the casual format of a potluck. This was a great opportunity to chat and bond with fellow women in STEM, build a supportive community, share or gain advice, and take a moment to relax.

Number of Attendees: 15

**Event 3: Scientista Presents: Meet & Greet + Free Yoga (Thursday, November 17, 2016)**

This was an opportunity for students to meet the Scientista executive team, followed by a free yoga session to de-stress during exams. This event was held in partnership with Lole. It included complimentary tea for participants and we also had Lole gift cards to distribute.

Number of Attendees: 45

**Supplemental Material:** Budget and Membership List

**April 05, 2017**

**Full Status Application:**

Socialist Fightback Students Association

**Mandate:**

The objective of Socialist Fightback is to provide a Marxist analysis of current events as well as education on basic Marxist theory to its members and those who wish to participate. The association will also strongly encourage active participation in the movement against austerity while bringing forward a socialist perspective within the movement.

**Application:**

**How has your club met its mandate over the course of your Interim Status period?**

We have hosted many events at McGill, giving the opportunity to a variety of politically engaged students to learn about current events and historical events from a Marxist perspective. We have hosted public presentations on topics from the election of Trump to the , reading groups, and movie screenings, a few of which are detailed below.

We consistently encourage all people to attend events and support workers movements (such as the AMUSE strike) when they occur. All are welcome to attend our events, and we provide a safe space for students of all varieties by making very explicit our strict Anti-Harassment and Anti-Discrimination policies.

**How has your club contributed to the McGill community? What benefits do you offer to students?**

We have contributed political discussion for students who are interested in revolutionary politics. We are the only student organization to provide this unique opportunity for students to learn about Marxist perspectives, and also to take part in presenting this perspective by developing public speaking skills with presentations and leading reading groups.

Many McGill students have been quite consistent in attending events we host, expressing a strong enthusiasm for the group and the ideas we put forward. Additionally, members of the





club have significantly benefited from the club's existence as they have significantly developed their public speaking skills, critical thinking, and general social and political confidence by participating in meetings and reading groups and giving presentations.

**How have you built your membership base and how have you engaged new students?**

We reach new students in many ways. The most indirect way is by consistently posting for our events. We also hold semi-frequent tablings to advertise our events in order to engage students in one-on-one, no pressure, friendly conversations about our politics.

We consistently encourage our non-executive members to play leading roles in coordinating events, organizing tablings, giving presentations and all of the activities that our club organizes. We believe that there is a place for everyone and we try to spread out responsibilities and incorporate ideas from the membership as they arise.

**What steps have you taken to make sure your club will have a smooth executive turnover when the founders graduate?**

We have taken steps to educate and build up the newer members of the group and involve them in the functioning of the club so that they will be able to step into executive roles when the current executive members graduate.

**What resources has your club used during your Interim Status Period?**

We have booked rooms in the SSMU building, we participated in activities night in September and in January. We have not received any funding from SSMU yet.

Although we have not been able to receive funding from environmental sustainability funds, we always make a significant effort to ensure as minimal of an environmental impact as possible when planning our events and tablings; for example, we encourage people to sign up on a spreadsheet on a laptop rather than wasting a piece of paper. Additionally, our events make very little trash.

**What steps have you taken to ensure the financial sustainability of your club?**

So far we have passed the hat at our events and have raised a bit of money through asking for voluntary contributions for our literature. This has allowed us to generally cover the cost of printing and other small expenses. However we haven't been able to afford to do much else as we have not yet received any funding from SSMU. We are in the process of applying for this.

**Event 1:** How can we defeat Trump? (Thursday, November 17, 2016)

Large meeting with over 110 attendees, many members of the student press (such as the McGill Daily and Le Délit) and even a CBC radio show came to cover the event.

Number of Attendees: 110

**Event 2:** Communism 101 (Wednesday, January 18, 2017)

An oral presentation by a member of the club followed by a discussion

Number of Attendees: 40

**Event 3:** The Battle of Chile: A Revolutionary Film Screening (Wednesday, March 22, 2017)



A screening of part 3 of the movie, followed by a 40min discussion about the political issues in the movie moderated by a member of the club  
Number of Attendees: 30

**Supplemental Material:** Budget, Membership List, and Recruitment Poster

**Constitutional Amendments:**

**1. Big Buddies Tutoring Club**

Constitution was revised extensively, so refer to the constitution in the Documents folder for review.

**2. Conservative Association at McGill University**

Constitution was revised extensively, so refer to the constitution in the Documents folder for review.

**3. Tamil Students' Association**

1. Addition of Vice President Fundraising with the following portfolio:
  - a. Be responsible for finding innovative methods to fundraise for the club's expenses (ex: planning baggings, bake sales, etc.)
  - b. Lead the planning of the club's main fundraiser events (ex: Annual Charity Gala, Movie Night, Cultural Night Show, etc.)
  - c. Assist the VP Finances with the club's budget, financial statements, and audit forms.
  - d. Ensure proper budgeting and financial stability of TAMill's events and activities through contacting sponsors and external financial assistance.