

Eritrean-Ethiopian Students' Association

Article 1: Name of the Group

The name of the student group shall be the Eritrean-Ethiopian Students' Association, otherwise known as EESA.

Article 2: Purpose of Group

EESA exists to bring together any and all students who are ethnically Ethiopian, Eritrean, Oromo, or consider themselves Habesha. Members of this group will collectively aim to:

- a) Promote unity and support amongst Habesha students on campus
- b) Promote Habesha cultural awareness
- c) Help integrate Habesha newcomers and Habesha first year students into the university and help provide them with the necessary resources or information they may require
- d) Provide academic, social, or personal support to members of EESA

Article 3: Membership

EESA welcomes both students and non-students of the University of Manitoba. Members include Ethiopian, Eritrean, Oromo, and other people who consider themselves Habesha as well as non-Habesha members of society. Memberships for the group last for a full academic year, September to August.

Two Types of Memberships:

Membership A: undergraduate or graduate students of the University of Manitoba

Membership B: students or members outside of the University of Manitoba

Fees

- Membership A: \$10.00 per academic semester not including months May to August
- Membership B: One payment of \$15.00 September to December, one payment of \$15.00 January to April

Article 4: Compliance with UMSU/SGPAC Policies and Procedures

EESA will follow all bylaws, policies, and procedures of the University of Manitoba Students' Union (UMSU) and the Student Group Promotion and Affairs Committee (SGPAC).

Article 5: Executive Officers and Duties

The following are the Executive officers of EESA, along with their duties:

President(s)

- Attend all meetings of EESA unless dismissal overseen by vice president
- Act as a signing authority for EESA
- Act as spokesperson for EESA to the public if no other spokesperson appointed
- Be the contact person for UMSU and SGPAC
- Act as Chair for meetings if no other Chair has been appointed
- Responsible for the public relations with outside Eritrean, Ethiopian, and Oromo communities
- Oversees all other executives actions
- Makes final decisions regarding EESA activities and events

Vice President

- Attend all meetings of EESA unless excused by the President
- Act as a signing authority for EESA
- Oversees other executives and approves of their actions
- Secondary spokesperson
- Responsible for new members and actively integrating them into group activities
- Keeps records of members and individual member's non-finance contributions

Treasurer One

- Maintain and keep records of all financial transactions
- Responsible for collection of any revenues
- Works closely with other executive member to budget for events/activities
- Provides analysis for EESA revenues and expenses and all financial information

Treasurer Two

- Carries equal responsibilities as treasurer one

Event Coordinator

- Attend all meetings of EESA unless excused
- Organize and oversee social, academic and cultural events on behalf of EESA
- Report back to the President's
- Represents EESA in executives meetings

Communications Chair

- Create and maintain social media platforms for EESA interactions
- Research and inform students of activities or opportunities both on and off campus

Marketing and Promotions Head

- Head of marketing and promotion of events or activities
- Responsible for obtaining resources that are necessary to showcase events/activities
- Responsible for any ticket handling

Secretary

Keeps track of minutes

Must attend all meetings unless excused by at least one president

Responsible for booking meeting rooms with required features

Help prepare necessary paperwork and information for meetings

Article 6: Executive Elections and Terms of Office

Prior to the election, the Presidents shall appoint a Chief Returning Officer (CRO) to oversee the elections; the CRO does not have to be a member of EESA, and cannot be a person who is running in the election.

The duties of the CRO are to:

Oversee and administer the elections for EESA

Publicize the elections to the membership of EESA

Hear and decide on any appeals or complaints related to the elections

Oversee and administer the counting of votes or ballots for the elections

Announce the results of the elections and inform UMSU of who next year's Executive will be

Voting for the upcoming year's Executive will be conducted as follows:

1. Nominations for the eight or possibly nine (if co-presidents exist the upcoming year) positions will last for three days. Candidates who wish to be nominated should inform the CRO during that period, and must be a member in good standing of EESA at the time of their nomination.
2. Each nominated candidate is allowed to campaign on behalf of themselves and any slate (or team) they are a part of during the campaigning period, which will last for at least a week.
3. The CRO will collect a brief biography and campaign platform from each candidate and distribute them in an e-mail to all members of EESA prior to voting.
4. Voting will be open for at least two days, and will be held in a safe and secure location accessible to all members of the group. At least one poll clerk will be present at all times with the ballot box, and will
5. The ballots will be collected by the CRO and counted; results will be sent to candidates and EESA members.

Article 7: Transition of the Executive

- A. During the period from the end of the second week of April until the first day of May, when the new Executive will assume office, it is the responsibility of the departing Executive to orient the newly elected executive officers to their jobs.

This includes teaching the incoming executive about student group and Students' Union policies and procedures, transitioning custodianship of club records and materials (including office and mailbox keys, locker combinations and all passwords to all student group email accounts), and preparing the new Executive to be effective in their roles for the next year's work.

- B. It is the responsibility of the departing President(s) to ensure that all student requirements to the Students' Union, including submission of a complete annual report and the removal of all student group records and materials from the club office and locker, have been fulfilled before the incoming Executive assumes office.
- C. It is the responsibility of the departing President(s) and Treasurers to bring all accounts up to date to the end of the fiscal year, and to prepare any required financial statements of the club. In addition, the outgoing President(s) and Treasurer must arrange with the respective incoming Executive for the transition of the student group bank accounts into the incoming President's and Treasurer's names. These tasks are to be completed and their outputs delivered to the new Executive no later than the last day of April.
- D. It is the responsibility of the incoming Executive to assume custody of all student group records and materials and accountability for all financial activities of the student group (as outlined in Article 5) and for all club requirements to the Students' Union commencing with the first day of May.

Article 8: Meetings

The President(s) may call an Executive meeting at any time, but must give the other Executive officers at least 48 hours' notice. There shall be at least one Executive meeting per month during the academic year (September to April).

The Executives will schedule at least two meetings a year for the entire EESA membership.

Article 9: Amendments to the Constitution

Any changes (amendments) to this constitution must be approved by a formal vote of the entire student group membership at a publicized meeting of the group.

The proposed changes must be made available to all members of the group at least two weeks before the meeting, and require the support of at least two-thirds of the members present and voting at the meeting.

A copy of the amended constitution must be submitted to UMSU within two weeks of the meeting.