

UNIVERSITY OF MANITOBA VIRTUAL REALITY GAMER GROUP CONSTITUTION

Article 1: Name

The name of the student group shall be the University of Manitoba Virtual Reality Gamer Group, also known as UM-VR.

Article 2: Purpose of Group

UM-VR exists to bring together students interested in Virtual Reality (VR), to organize regular social events for the VR community, and to provide a forum for discussion for VR-related issues.

Article 3: Membership

Membership is open to any undergraduate or graduate student of the University of Manitoba, so long as no less than two-thirds of the group is undergraduate students.

Memberships for the group last for a full academic year, September to August.

Article 4: Compliance with UMSU/SGPAC Policies and Procedures

UM-VR will follow all bylaws, policies, and procedures of the University of Manitoba Students' Union (UMSU) and the

Article 5: Executive Officers and Duties

The following are the Executive officers of UM-VR, along with their duties:

President

- Attend all meetings of UM-VR
- Act as the signing authority for UM-VR
- Act as spokesperson for UM-VR to the public
- Be the contact person for UMSU and SGPAC
- Act as Chair for meetings if no other Chair has been appointed

Vice President

- Attend all meetings of UM-VR
- Maintain adequate financial records of UM-VR
- Prepare and submit an annual budget for UM-VR
- Organize and oversee social events on behalf of UM-VR

Article 7: Executive Elections and Terms of Office

All UM-VR elections for the upcoming year will occur no later than March 31st.

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

The duties of the CRO are to:

- Oversee and administer the elections for UM-VR
- Publicize the elections to the membership of UM-VR
- 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

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Article 8: 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 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 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 must arrange with the respective incoming Executive for the transition of the student group bank accounts into the incoming President's name. 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 9: Meetings

The President 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 Executive will schedule at least two meetings a year for the entire UM-VR membership.

Article 10: 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.