



# UMCSSA Constitution

--University of Manitoba Chinese Student and Scholars` Association

## PREAMBLE

The Chinese Students and Scholars Association of University of Manitoba ("UMCSSA") is a UM undergraduate student organization whose goal is to serve the needs of and voice opinions for its members and share Chinese culture with the rest of UM community.

## Article I. MEMBERSHIP

### Section 1.

Any undergraduate or professional student currently enrolled in the University of Manitoba is eligible for membership of the UMCSSA.

### Section 2.

Any UMCSSA member who is a undergraduate or professional student of University of Manitoba at the time of the elections of CSSA Executive Committee and CSSA Representative Body is eligible to vote and run for office in said elections.

## Article II. THE CSSA EXECUTIVE COMMITTEE

### Section 1.

The CSSA Executive Committee shall consist of at least seven specific Officer Positions-President, Vice-President, Director of Activity Department, Director of Marketing Department, Director of Public Relations Department, Director of HR and Treasurer with the rest Officer positions to be specified by the UMCSSA Bylaws. Length of terms for elected offices shall be no longer than

one year. No one shall serve the UMCSSA President for more than one year. Notwithstanding the foregoing clause, a CSSA Vice-President who assumes the office of CSSA President upon the President's resignation is not barred from running for another term of the CSSA President. No one shall serve the CSSA Vice-President for more than one year. Notwithstanding the foregoing clause, anyone who assumes the office of CSSA Vice-President upon the Vice-President's resignation is not barred from running for another term of the CSSA Vice-President.

The CSSA President shall:

- preside over the CSSA Executive Committee in accordance with this Constitution and the Bylaws made pursuant thereto;
- chair the CSSA Executive Committee Meetings, the CSSA Executive Committee and Representative Body Joint Meetings, and the CSSA General Body Meetings;
- call at least one CSSA General Body Meeting every year;
- propose annual programs and budget of CSSA to University of Manitoba, subject to approval of two-thirds majority of the Executive Committee and a simple majority of the Representative Body;
- be empowered to represent the entire CSSA as the leader thereof; and
- have the authority and responsibility to approve reimbursement requests submitted by the CSSA Treasurer.

The CSSA Vice-President shall:

- assist the CSSA President in the execution of all executive duties;
- facilitate the communication among members and between the CSSA Executive Committee and the CSSA Representative Body; and

- assume the office and duties of the CSSA President in the event of any vacancy in the Office of the President.

The CSSA Treasurer shall:

- keep track of the financial records of the CSSA; and
- have the authority and responsibility along with the President to approve reimbursement requests submitted by any other CSSA member than him or herself.

## Section 2.

The CSSA Executive Committee shall convene a Joint Meeting with the CSSA Representative Body at least once every term. The CSSA Executive Committee may also convene meetings on its own initiative as necessary. Meetings convened under the foregoing clause are open to the CSSA Representatives and guests previously agreed upon by the CSSA Executive Committee.

## Section 3.

The CSSA Executive Committee and the CSSA Representative Body can enact CSSA Bylaws not inconsistent with this Constitution by two-thirds majority of the Executive Committee and two-thirds majority of the Representative Body. The CSSA Executive Committee and the CSSA Representative Body shall be empowered to interpret this Constitution and the CSSA Bylaws shall disputes arise. A Bylaw must cease to be in effect when it is found by the CSSA Executive Committee and the CSSA Representative Body to be inconsistent with this Constitution.

## Section 4.

The CSSA Executive Committee can empower programming subcommittees to manage several programs. A programming subcommittee such empowered can consist of CSSA Executive Committee Officers, CSSA Representatives and other CSSA members; nevertheless said subcommittee has to remain answerable to the Executive Committee.

## Section 5.

The CSSA Executive Committee shall be empowered to manage the CSSA Clubs, which must at all times abide by this

Constitution, the Bylaws made pursuant thereto and the University Judicial Code.

## Section 6.

Resignation of any Executive Committee Officer other than the CSSA President prior to the completion of his or her term shall be

communicated to the Executive Committee at least two weeks in advance. Any nomination for the substitute of said Officer is

subject to approval by a simple majority of the rest of Executive Committee and a simple majority of the Representative Body.

# Article III. THE CSSA REPRESENTATIVE BODY

## Section 1.

The CSSA Representatives facilitate communication between the CSSA Executive Committee and CSSA members in respective

schools. The CSSA Representative Body shall consist of at least one and at most two Representatives from each of the following

schools within University of Manitoba that contains any CSSA member:

- Faculty of Agricultural and Food Sciences;
  
- Faculty of Education;
  
- Faculty of Architecture;
  
- Faculty of Engineering;
  
- Faculty of Art;
  
- I.H. Asper School of Business; and
  
- Clayton H. Riddell Faculty of Environment, Earth, and Resources.

Length of terms for elected offices shall be no longer than one year.

## **Section 2.**

The CSSA Representative Body shall convene a Joint Meeting with the CSSA Executive Committee at least once every term. The

CSSA Representative Body may also convene meetings on its own initiative as necessary. Meetings convened under this Section

are open to guests previously agreed upon by the CSSA Representative Body.

## **Section 3.**

Resignation of any CSSA Representative prior to the completion of his or her term shall be communicated to the CSSA

Representative Body at least two weeks in advance. Any nomination for the substitute of said Representative is subject to approval

by a simple majority of the Executive Committee and a simple majority of the rest of the Representative Body.

# **Article IV. ELECTION PROCEDURES**

## **Section 1.**

The elections of the CSSA Executive Committee and the CSSA Representative Body shall be held in the last two weeks of March

every year.

## **Section 2.**

Before the elections start, the CSSA President shall appoint a five-person Election Commission, subject to approval by a simple

majority of the CSSA Executive Committee and a simple majority of the CSSA Representative Body. The Election Commission

consists of both students of University of Manitoba who at the time of appointment is a CSSA member but neither a CSSA

Executive Committee Officer nor a CSSA Representative. The Election Commission has the exclusive responsibility for the

conduct of the elections.

## **Section 3.**

Once taking office, the Election Commission shall announce the Executive Committee open positions, consisting of President, Vice-President, Treasury and any other Executive Committee Officer as required by the CSSA Bylaws, and the Representative Body open positions, consisting of at least of one Representative from each school listed in Article III, Section 1.

## Section 4.

To the extent possible, nominations for all the Executive Committee and Representative Body open positions shall be made in writing to the Election Commission two weeks prior to the date of elections, and the Election Commission shall publicize the information of any candidate who accepts his or her nomination one week prior to the date of elections.

## Section 5.

At the elections of the CSSA Executive Committee and the CSSA Representative Body, any CSSA member eligible under Article I, Section 2 shall be permitted a single anonymous vote for the candidate of his or her choice for each open position of the CSSA Executive Committee. Any CSSA member eligible under Article I, Section 2 shall be permitted a single anonymous vote for the candidate of his or her choice for each open position of the CSSA Representative Body representing the school said member is affiliated with. A run-off shall be held between the two candidates for the same position that receive highest votes in the event that no candidate for said position receives a simple majority of votes. The incoming Executive Committee Officers and Representatives will take office at the next Executive Committee meeting and the next Representative Body meeting, respectively.

## Section 6.

At any point between the elections of two consecutive years, in the event that the CSSA Executive Committee or the CSSA Representative Body is not furnished with enough Officers or Representatives as required by this Constitution or the CSSA Bylaws, the CSSA President is empowered to appoint additional Executive Committee Officers or Representatives to satisfy the requirements of this Constitution and the Bylaws, subject to approval by a simple majority of the Executive Committee and a simple majority of the Representative Body.

## Article V. FUND MANAGEMENT

The CSSA Representative body shall have the power to review a dispute if a CSSA Executive Committee Officer or a CSSA Representative is alleged to have mismanaged or misappropriated the CSSA funds. The Representative Body has the power to make recommendations to the Executive Committee and Graduate School for resolution.

## Article VI. CENSURE AND EXPULSION

### Section 1.

The CSSA Executive Committee Officers and Representatives must at all times meet the CSSA qualifications for membership and abide by this Constitution, the Bylaws made pursuant thereto, and the University Judicial Code.

### Section 2.

The CSSA Representative body shall have the power to review a dispute if a CSSA Executive Committee Officer or a CSSA Representative is alleged to have violated this Constitution or the CSSA Bylaws. The Representative Body has the power to make recommendations to the Executive Committee for resolution.

## Article VII. AMENDMENT OF CONSTITUTION

Any member of the CSSA may propose, in writing, an amendment to this Constitution, to the CSSA Executive Committee. The CSSA Executive Committee may empower a Constitution Subcommittee to revise this Constitution. Thereafter the CSSA Executive Committee, upon approval by two-thirds of the Representative Body, may call a General Body Meeting to consider amendments to this Constitution. Upon written petition of ten percent of CSSA members, the CSSA Executive Committee is obliged to call an aforesaid General Body Meeting. Any amendment to this Constitution shall become effective only when ratified by two-thirds of CSSA members present at an aforesaid General Body Meeting.

