

**Constitution of the Indonesian Student Group – Winnipeg
University of Manitoba**

Preamble: We, the members of the Indonesian Student Group – Winnipeg, in order to create a mutual relationship among Indonesian students in University of Manitoba, and Manitoba in general, to establish linkages with other Indonesian student groups across Canada, to promote Indonesia overall and serve as an Indonesian Resource Center, hereby establish and uphold this constitution.

*Article I
Name:* Group's legal name: Indonesian Student Group – Winnipeg
Acronym: ISG – WPG
Common reference: IW, IndoWinnipeg
Any use of the student group's name shall not take place without approval of the voting members and the executives.

*Article II
Purpose:*

- To create a mutual relationship among Indonesian students in University of Manitoba and Manitoba in general.
- To establish linkages with other Indonesian student group across Canada.
- To promote Indonesia overall and serve as an Indonesian Resource Center for University of Manitoba students, faculty, staff and the public of Manitoba in general.

*Article III
Membership:*

1. Membership comprises of currently-enrolled University of Manitoba students, faculty, staff, alumni and honorary members.
2. Provision stating that no member shall be denied membership on the basis of age, race, sex, religion, disability or national origin.
3. Eligibility requirements of New Members
Potential members must fulfill the following to become a member; dues (if applicable), attendance at meetings and as mentioned in by-laws.
4. Expulsion of Members
A member may be expelled due to violation of constitution and by-laws AND a member may only be expelled if a majority (50% +1) of the membership votes for his/her expulsion. A member to be expelled may appeal the decision. Relief of the executives' duties will be explained in by-laws.
5. Types of Membership
 - Active member: all Indonesian students of University of Manitoba (full-time/part-time), voting members
 - Alumni member: Indonesian student alumni of University of Manitoba that resides in Winnipeg, voting members

- Honorary member: general residents of Winnipeg that is nominated by active or alumni members
- The quorum number is defined as 50% + 1 of the voting members, OR, active and alumni members.

Note: quorum is the number of members in a group or organization required to reach a constitutional decision by means of personal attendance, phone or email, except for presidential election (see Article VI).

*Article IV
Executive and
Governing
Structure:*

1. Indonesian Consulate General in Toronto (Patronage)
2. University of Manitoba Student Union (Counsellor)
3. General Assembly
4. Executives
 - President
 - Vice President Administration
 - Vice President Finance
 - Vice President Technical Support

All executives must commit to one full term of office.

Term of office is defined as the one full calendar year period from January to January the following year.

*Article V
Duties of
Members:*

1. Patronage:
Giving legal advisory and provide material supply concerning the group activities and services.
2. Counsellor:
Giving legal advisory that correlates to the University of Manitoba policies.
3. President:
 - Preside over all meetings
 - Create special committees, as needed
 - Maintain correspondence with Indonesian Consulate General in Toronto
 - Maintain correspondence with University of Manitoba Student Union
 - Responsible with yearly UMSU recognition process
 - Guide group members in the activities
 - Communicate information among members, patronage, and the counsellor
 - Coordinate the responsibilities of Vice Presidents
 - Provide yearly report to the rest of members, patronage, and counsellor
4. Vice President Administration:
 - Secretarial duties including, and not limited, to taking meeting minutes

- Coordinate logistical needs of each activity
 - Act as the public relations of the group
 - Generate report to be submitted at the end of the term of office to the president
5. Vice President Finance:
- Act as a comptroller
 - Responsible to generate annual report, provide monthly group financial update and each activity's budgeting
 - Maintain a transparent financial report accessible by all members and editable only by Vice President Finance
 - Generate report to be submitted at the end of the term of office to the president
6. Vice President Technical Support:
- Responsible to provide group activity's technical needs and resources
 - Responsible for the group's social networking media, i.e. maintain group website and publish updates on events.
 - Working together with Vice President Administration as a public relation of the group
 - Generate report to be submitted at the end of the term of office to the president
7. Members
- Participate in all of the group's activities and responsible to vote in every voting situation

Decision by the executive members concerning Indonesian Student Group – Winnipeg as a group and/or its activities will be taken consensually with the guidance of the executive member (as explained in the by-laws).

*Article VI
Election:*

- Election of the president shall be held in the third week of January of every year. On a single candidacy, the voting shall be "yes, no, or abstain". Presidential election shall be done in person and in written format.
- Transition period into a new presidency shall be no longer than one week. Shall there be any discrepancies; full responsibilities shall be taken by the outgoing president as outlined in the by-laws.
- One can be elected as a president for a maximum of two terms of office.
- The eligible voters should be voting members who are active and alumni members.
- Decisions shall be considered legitimate if the quota of the voters fulfill the quorum requirement which is 50% + 1 of the voting members, OR, active and alumni members.
- Decision on the suitability of the candidates of the upcoming president, will be decided with a mutual agreement of the incumbent executive

members in the second week of January.

*Article VII
General
Assembly
Meetings:*

The mandatory General Assembly meetings to be held are:

1. Year Opener Meeting in the third week of January, presidential election shall be held in this meeting and the meeting shall include discussion on winter events.
2. Academic Year Closing Meeting shall be held between the end of the April and the end of May. This meeting shall include discussion on summer events and graduation dinner shall be held as well.
3. Academic Year Opener Meeting will be held in the beginning of every academic year in September. This meeting shall include introduction of new members and discussion on fall events.

*Article VIII
Amendment of
Constitution
and By-Laws:*

In case, a certain situation arises where this constitution and/or by-laws need to be amended, a special session meeting consisting of at least 50% + 1 of the voting members, OR, active and alumni members will be held in order to amend this constitution and/or by-laws. In the case of deadlock, decision will be taken by voting.

Revised by:

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