

Faculty of Agriculture Students' Organization



CONSTITUTION

Revised February 2018

Faculty of Agriculture Students' Organization

Constitution

I – NAME

1. The organization shall be known as the Faculty of Agriculture Students' Organization, herein after referred to as F.A.S.O.
 - a. The Official Crest
Depicted on the front cover of this document (Bull).

II – OBJECT

1. The object of F.A.S.O. shall be the government of the students, by the students, for the students.

III – MEMBERS

1. All students registered in the Faculty of Agriculture and Food Sciences and the School of Agriculture shall be members.

IV – OFFICERS

1. (a) The Executive

The executive of FASO shall consist of the Senior Stick, the Vice-Stick Internal, the Vice-Stick External, the Diploma Stick, the Director of Communications, the Senior Treasurer, and the Senior Social Representative. All of the above positions except for Diploma Stick must be on FASO for at least one year prior to filling the position.

 - (i) The Senior Stick shall be at least a 2nd year student (diploma or degree) enrolled in a minimum 60% required course load. The Vice Sticks shall be at least 3rd year degree and 2nd year of diploma and be enrolled in a minimum 60% course load.
 - (ii) The Senior Social Representative and Senior Treasurer shall be those members of FASO that held the junior position during the previous year.
 - (iii) The Diploma Stick may be any member of the Senior Diploma class enrolled in a minimum 60% required course load.

(b) The Council

- (i) The council of FASO shall consist of the following voting councillors:

Senior Stick	Vice Stick External
Director of Communications	Diploma Stick
Senior Treasurer	UMSU Representative
Senior Social Representative	First Year Diploma Representative
Senate Representative	Second Year Diploma Representative
Athletic Representative	First Year Degree Representative
Special Events Representative	Second Year Degree Representative
International Representative	Agroecology Representative
Food Science Representative	Plant Systems/Agronomy Representative
Animal Systems Representative	Agribusiness Representative
Human Nutritional Sciences Representative	
Plant Biotechnology Representative	
First Year Human Nutritional Sciences Representative	

- (c) The following Convenors and Editors shall be appointed by the new council at the changeover meeting according to applications submitted:

- a. Newsletter Editor (2)
- b. Yearbook Editor (2)
- c. Charity Representative (2)

These members **shall not** have voting rights with the exception of minor dealings (ie. event themes) at the sole discretion of the Sr. Stick.

- (ii) All University 1 (AGRI 1500/AGRI 1510) and Second Year Class Reps. must be registered in the appropriate year. The Degree Representatives (Agribusiness/Agricultural Economics, Agroecology, Animal Systems, Food Science, Plant Systems/Agronomy, Plant Biotechnology and Human Nutritional Sciences) will be chosen from the students who have declared their major. The International Representative must be a student who considered an International Student from the University of Manitoba. First Year Human Nutritional Sciences Representative will be chosen by the Human Nutritional Science students, this representative must be registered in the Human Nutritional Sciences program and in their first year of study. Furthermore, this position will be eliminated once/if Human Nutritional Science students are required to take AGRI 1500.
- (iii) The council of FASO shall consist of the following non-voting councillors:

Clothing Rep
Junior Social Representative
Publicity Coordinator

Junior Treasurer
Vice Stick Internal

- (iv) Each incoming council will select an honorary Faculty Advisor from the Faculty of Agriculture and Food Sciences staff who shall attend all council meetings if possible and shall be a non-voting member. The Faculty Advisor shall be confirmed by the second meeting following the summer meeting. The Faculty Advisor can be a professor, academic support staff or an administration staff member – as long as they are employed under the Faculty of Agricultural & Food Science.

V – FUNCTIONS

1. (a) Responsibilities of All Councillors

- (i) To attend all meetings of FASO.
- (ii) To contribute to and assist with the sales and social activities of FASO.
- (iii) To provide a detailed report/calendar to their successor including their budget from the previous year.
- (iv) To carry out orders decreed by FASO.
- (v) To boost intra and inter faculty morale.
- (vi) Each member shall report their assigned activities to FASO.
- (vii) Chairpersons of committees must hold at least one meeting during the month of September and may appoint other students to their committee of meetings; they must report the committee's activities to FASO.
- (viii) To coordinate freshie welcome at summer meeting.

(b) Functions of the Executive Officers

- (j) To ensure that all FASO councillors understand and are performing their duties.
- (ii) Appoint students to faculty committees as stated in the Faculty of Agriculture and Food Sciences Handbook.
- (iii) To determine distribution of keys and assign safe privileges.

VI – FUNCTIONS OF THE MEMBERS OF F.A.S.O.

(a) Senior Stick

- (i) To preside over the meetings of council.
- (ii) To chair executive council meetings.
- (iii) Attend meetings of the Senior Stick's Committee.
- (iv) To establish Ad Hoc committees when necessary.
- (v) To be a member of Faculty Council and the Finance Committee.
- (vi) To liaise between administration and council.

- (vii) To appoint members to any faculty committees at the Dean's request.
- (vii) To appoint students to department councils.
- (ix) To promote committees and encourage people to get involved with activities.

(b) Vice Stick Internal

- (i) To preside over all meetings of council in the absence of the Senior Stick.
- (ii) To act as the Deputy Returning Officer of all elections.
- (iii) To keep records of all participation points of the faculty.
- (iv) To be in charge of the Senior Stick's stick and the ordering of the mini-stick.
- (v) To chair the Student Awards and Grad committee.
- (vi) To be a member of FASO executive, Faculty Council and Faculty Awards Committee.
- (vii) To be a student advocate for the students and be a member of the Academic Appeal Committee.
- (viii) To be responsible for all class representatives.
- (ix) To coordinate Big Brother/Big Sister.
- (x) To co-organize Aggie Grad's Farewell Dinner and Dance with the Degree Grad Committee. This includes finding a hall, choosing a meal, setting a price, and fundraising.

(c) Vice Stick External

- (i) To be responsible for the ASE Career Fair and further industry related seminars.
- (ii) To be responsible for inter-university relations
- (iii) To work with Student Employment Services in promoting jobs to students.
- (iv) To chair the Agri-Careers Committee.
- (v) To co-organize Aggie Grad's Farewell Dinner and Dance with the Degree Grad Committee. This includes finding a hall, choosing a meal, setting a price, and fundraising.

(d) Director of Communications

- (i) To keep a record of the proceedings of FASO
- (ii) To provide minutes and agendas for all FASO councillors.
- (iii) To transcribe the general correspondence on behalf of FASO and to keep copies of all correspondence council receives.
- (iv) To compile a directory of all FASO councillors and the Dean's office.
- (v) To be responsible for the Freshie Handbook
- (vi) To be a member of the executive and Faculty Council.
- (vii) To keep the office stocked with supplies.

- (viii) To be responsible for the general Aggie email account.
- (ix) To distribute keys and safe privileges to FASO councillors as executive sees fit; to collect keys at the end of the term.
- (x) To book summer meeting and organize details

(e) Senior Treasurer

- (i) To receive and deposit weekly all monies which accrue from student fees and from the activities of FASO and its committees in a recognized financial institution; to make disbursements of all sums owing by FASO and its committees.
- (ii) To keep an accurate and detailed record of all deposits and disbursements from the accounts of FASO and its committees in the recognized financial institution and present this record to the Senior Stick closed and balanced within thirty days after the closing of the academic year.
- (iii) To prepare a budget and present it at the September meeting.
- (iv) To chair the Finance Committee.
- (v) To handle the collection of receipts and applications for the Student Initiative Fund in accordance with the University of Manitoba policies and procedures to pass along to the Dean's Office.
- (vi) To be a member of FASO executive.
- (vii) To give detailed financial reports to FASO council at least once a month.
- (viii) To educate the Jr. Treasurer on the Sr. Treasurer duties and provide a year-end statement of account at the changeover meeting.
- (iv) To attend all Senior Treasurer meetings set up by UMSU.

(f) Senior Social Representative

- (i) To chair the Social Committee.
- (ii) To be responsible for the organization of all major FASO social events including designation of FASO security when needed.
- (iii) To be responsible for liquor permits and insurance.
- (iv) To sit on UMSU's Programmer's Committee.
- (v) To be a member of Executive Council.
- (vi) To educate the Jr. Social Rep on the Sr. Social Rep's duties.

(g) Diploma Stick

- (i) To represent the entire School of Agriculture.
- (ii) To be a member of the FASO Executive, Faculty Council, Diploma Council, and Awards and Grad Committees.
- (iii) To be a member of the Diploma Student Executive.
- (iv) To be partially responsible for the annual Big Dip/Li'l Dip and the Diploma Meet the Faculty Barbecue, assisted by the Diploma Social Representative.
- (v) To be the liaison between the School of Agriculture and FASO.

- (vi) To assist council with all charity fundraising.
- (h) First Year Degree Representative
 - (i) To make announcements to their class regarding FASO events weekly.
 - (ii) To assist with Hoedown week.
 - (iii) To be partially responsible for the upkeep of the Aggie Lounge and FASO office with the First Year Diploma Rep.
- (i) Second Year Degree Representative
 - (i) To collect mail daily from the Dean's Office and distribute accordingly.
 - (ii) To make announcements to their class regarding FASO events weekly.
 - (iii) To assist with Hoedown week.
- (j) First Year Diploma Representative
 - (i) To make announcements to their class regarding FASO events weekly.
 - (ii) To assist council with all charity fundraising.
 - (iii) To be partially responsible for the upkeep of the Aggie Lounge and FASO office with the first year Degree Rep.
- (k) Second Year Diploma Representative
 - (i) To make announcements to their class regarding FASO events weekly.
 - (ii) To co-organize the Big Dip/Li'l Dip with the Diploma Stick.
 - (iii) To assist council with all charity fundraising.
- (l) Agroecology Representative
 - (i) To make announcements to their class regarding FASO events weekly.
 - (ii) To be a member of the Grad and Agri-Careers Committees.
 - (iii) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
 - (iv) To assist with Hoedown week
- (m) Animal Systems Representative
 - (i) To make announcements to their class regarding FASO events weekly.
 - (ii) To be a member of the Grad and Agri-Careers Committees.
 - (iii) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
 - (iv) To be a member of the Stockman's Club.
 - (v) To assist with Hoedown week.

(n) Plant Systems/Agronomy Representative

- (i) To make announcements to their class regarding FASO events weekly.
- (ii) To be a member of the Plant Systems Committee.
- (iii) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
- (iv) To be a member of the Grad and Agri-Careers Committee.
- (v) To assist with Hoedown week.

(o) Agribusiness Representative

- (i) To make announcements to their class regarding FASO events weekly.
- (ii) To be a member of the Grad and Agri-Careers Committees.
- (iii) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
- (iv) To be a member of and FASO liaison for the Canadian Agri-Marketing Association (CAMA) and the Agribusiness Students' Association (ABSA).
- (v) To assist with Hoedown week.

(p) Food Science Representative

- (i) To make announcements to their class regarding FASO events weekly.
- (ii) To be a member of the Grad and Agri-Careers Committees.
- (iii) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
- (iv) To be a member of and the FASO liaison for the Canadian Institute of Foods Sciences and Technology.
- (v) To assist with Hoedown week.

(q) Human Nutritional Sciences Representative

- (i) To make announcements to their class regarding FASO events weekly.
- (ii) To be a member of the Grad and Agri-Careers Committees.
- (iii) To be a member of the Nutrition Education Community Outreach Committee
- (iv) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
- (v) To assist with Hoedown week.

(r) Plant Biotechnology Representative

- (i) To make announcements to their class regarding FASO events weekly.

- (ii) To be a member of the Grad and Agri-Careers Committees.
 - (iii) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
 - (iv) To assist with Hoedown week.
- (s) International Representative
- (i) To make announcements to their class and peers regarding FASO events weekly.
 - (ii) To be a member of the Grad and Agri-Careers Committees.
 - (iv) To be responsible for the Meet the Faculty Barbecue with other major degree representatives.
 - (v) To be responsible for International Student Night
 - (iv) To assist with Hoedown week.
- (t) Junior Treasurer
- (i) To assist the Senior Treasurer and prepare at least two deposits during the year.
 - (ii) To handle the collection of receipts and applications for the Student Initiative Fund in accordance with the University of Manitoba policies and procedures to pass along to the Dean's Office.
 - (iii) To be a member of the Finance Committee.
 - (iv) To learn FASO's bookkeeping system in order to be prepared for the following year.
 - (v) To perform most of the Senior Treasurer's duties at one of the socials.
 - (vi) To assist with Hoedown week.
- (u) Special Events Representative
- (i) To organize Hoedown week's events and to select an assisting committee as necessary.
 - (ii) To tentatively book the venue for the Eat Yer Hat Social one year in advance
 - (iii) To organize at least two Aggie Nights-Out throughout the year.
 - (iv) To be a member of the Social Committee.
- (v) Clothing Representative
- (i) To be responsible for FASO paraphernalia (jackets, t-shirts, etc.).
 - (ii) To be responsible for faculty clothing sales.
 - (iii) To be a member of the Finance Committee.
 - (iv) To assist with clothing orders for special events.
 - (v) To maintain trophy case.
- (w) Publicity Coordinator
- (i) To be responsible for advertising FASO events and to select an assistant as necessary.

- (ii) To be primarily responsible for the advertising of FASO events on all FASO Social Media Outlets – Twitter, Facebook, and any other social media accounts that may be created in the future.
- (iii) To post a monthly calendar of FASO events.
- (iv) To remove posters once they have expired.

x) Junior Social Representative

- (i) To be responsible for at least two socials during the year.
- (ii) To assist the Senior Social Representative as required.
- (iii) To be a member of the Social Committee.
- (iv) To assist with Hoedown week.

(y) Athletic Representative

- (i) To be responsible for men's and women's intramurals and co-ed intramurals.
- (ii) To be a member of the FASO Awards Committee.
- (iii) To be responsible for the organization of the Annual Sporting Events.

(z) Senate Representative

- (i) To represent FASO on the University of Manitoba Senate and to attend meetings of Senate and Student Senate Caucus.
- (ii) To be a member of at least two faculty committees.
- (iii) To give monthly Senate updates to FASO.

(aa) UMSU Representative

- (i) To represent FASO on the University of Manitoba Student Union and to attend their meetings; to assign a proxy to another student in the event that they cannot attend such a meeting.
- (ii) To conduct all FASO elections and referenda according to election regulations.
- (iii) To give monthly UMSU updates to FASO.

(bb) First Year Human Nutritional Sciences Representative

- (i) To make announcements to their class regarding FASO events weekly.
- (ii) To assist with Hoedown week.

VII – APPOINTMENTS OF CONVENORS & EDITORS

1. The following Convenors and Editors shall be appointed by the new council at the changeover meeting according to applications submitted:
 - a. Newsletter Editor (2)
 - b. Yearbook Editor (2)
 - c. Charity Representative (2)

These members **shall not** have voting rights with the exception of minor dealings (ie. event themes) at the sole discretion of the Sr. Stick.

2. Any open positions shall be appointed by the new council at the changeover meeting according to applications submitted. If the position(s) contain(s) voting rights, they are passed on at this time.

VIII – FUNCTIONS OF CONVENORS AND EDITORS

(a) Newsletter Editors

- (i) To compile at least four newsletters during the school year.

(b) Yearbook Editors

- (i) To be responsible for the completion of the annual yearbook by summer meeting of the new council.
- (ii) To select and chair the Yearbook Committee.
- (iii) To upkeep a photo album for events of the current year.
- (iv) To be responsible for the FASO Yearbook Facebook Webpage.

(c) Charity Representatives

- (i) To coordinate Bedpush.
- (ii) To coordinate the Clothing Drive
- (iii) To coordinate Aggie Head Shave and Shine Fundraiser
- (iv) To be responsible for Chili Lunch during Hoedown Week

IX – FINANCE

1. FASO shall be financed by proceeds of sales and social events and student organization fees.
2. The Senior Stick, Senior Treasurer, Junior Treasurer and Senior Social Representative shall have cheque signing authority.
3. No expenditure over one thousand dollars (\$1000.00) will be made by FASO without at least two-thirds majority vote within FASO, except for purchases made related to special functions (eg. Socials).
4. Any personal reimbursements to FASO councillors over \$200.00 require at least two-thirds majority vote within FASO prior to payment.
5. Council shall determine admission charges for social events.

X – MEETINGS

1. The following are required FASO meetings:
 - (a) Changeover Meeting: For instalment of new council and distribution of constitution to all members.
 - (b) Summer Meeting: To inform FASO of committee appointments and go over constitution.
 - (c) General Meeting: Open to all students to present reports of FASO councillors.
 - (d) Regular Meetings: At least twice per month during the school year.
2. Quorum:
 - (a) At regular FASO meetings, quorum shall be greater than half full of voting members.
 - (b) At summer meeting, quorum shall be full of one-third of voting members.
 - (c) At the general meeting, quorum shall be one-tenth of student body.
3. Motions:
 - (a) In order to pass financial, constitutional or personnel motions, it shall require two-thirds majority vote of FASO.
 - (b) In order to pass all other motions, a majority vote of council shall be required.
4. Special Meetings:
 - (a) The Senior Stick can call a FASO meeting whenever required.
 - (b) The Senior Stick must call a FASO meeting if requested by three or more councillors.
 - (c) Sufficient notice must be given in the event of a special meeting.

XI – SUSPENSION FROM DUTIES AND REMOVAL FROM OFFICE OF COUNCIL MEMBERS

1. The Senior Stick and the Vice Stick Internal shall have the authority to:
 - (a) Suspend and, upon the approval of FASO, remove a councillor from office.
 - (b) To demand the resignation of any councillor of FASO who is absent without just reason, from two successive meetings of the council.
2. A councillor of FASO shall be suspended when the Senior Stick or Vice Stick Internal informs the councillor in question in writing of the suspension.
3. Upon question of the suspension, a FASO meeting shall be called within one week. At this meeting, the first item of business shall be the consideration of suspension.
4. The Senior Stick or Vice Stick Internal shall present the case against the councillor in question and the member shall be given opportunity for defense.
5. Suspension and removal of the Senior Stick must be initiated by FASO through the presentation of a letter to the Vice Stick Internal bearing the signature of at least twenty members of the student body.
6. The Vice Stick Internal or designate shall present the case to the Senior Stick.
7. Any motion of FASO to suspend or remove a member from their office shall require two-thirds majority vote provided that FASO has quorum at the time of the vote. Voting shall be in the form of a secret ballot.
8. Before the motion of dismissal is voted on and after the discussion of the motion is completed, the councillor in question will be formally given the opportunity to voluntarily resign.

XII – COMMITTEES

1. Chairpersons of committees must hold at least one meeting during the first term and may appoint other students to their committee as required; they are responsible for notifying members of the committee of meetings; they must report the committee's activities to FASO.
2. Ad hoc Committee:
 1. Shall be struck when FASO deems necessary.
 2. To gather information on important issues concerning FASO or the faculty.
 3. Shall be chaired by a member of FASO.
3. Executive Council:
 1. Chaired by the Senior Stick.

2. Make informed decisions on time sensitive issues. (ie. A FASO meeting cannot be called in time for a decision.)
 3. To have at least one meeting per term.
4. Finance Committee:
 1. Chaired by the Senior Treasurer.
 2. To keep up to date on all of FASO's financial records.
 3. To keep FASO in good financial standing.
 4. To make recommendations to FASO with regards to cash flow.
 5. Degree Grad Committee:
 1. Chaired by the Vice Stick Internal and/or Vice Stick External
 2. Will consist of Vice Stick Internal, Vice Stick External, Agroecology Rep, Animal Systems Rep, Plant Systems/Agronomy Rep, Agribusiness Rep, Food Science Rep, Human Nutritional Sciences Rep, International Rep, Plant Biotechnology Rep, and members of the graduating class
 3. To organize the Aggie Grads' Farewell Dinner and Dance. This includes finding a hall, choosing a meal, setting a price, fundraising, etc.
 6. Diploma Grad Committee:
 1. To be chaired by the Diploma Stick.
 2. To consist of the Diploma Stick, 2nd Year Diploma Rep and the 1st Year Diploma Rep.
 3. To be responsible for planning of the Diploma Graduation reception following the Diploma Grad.
 7. Agri-Careers Committee:
 1. Chaired by the Vice Stick External.
 2. Will consist of all Major Representatives (Agroecology Rep, Animal Systems Rep, Plant Systems/Agronomy Rep, Agribusiness Rep, Food Science Rep, Human Nutritional Sciences Rep, Plant Biotechnology, and International Rep)
 3. To organize the Agri-Careers Reception. This includes finding a hall, sponsorship, contacting potential employers.
 8. Social Committee:
 1. To be chaired by the Senior Social Rep.
 2. Will consist of the Senior Social Rep, Junior Social Rep, and Special Events Coordinator.
 9. Awards Committee:
 1. Shall be chaired by the Vice Stick Internal.
 2. Shall review the criteria for all of the FASO awards (excluding the Major and Minor awards).

These awards are:

- (i) The FASO awards for 2nd and 3rd year Agriculture Students
 - (ii) The John Roth Memorial Award (Degree & Diploma)
 - (iii) The Professor of the Year Award
 - (iv) The Faculty of Agriculture and Food Science Organization Award
3. The names of the John Roth Memorial Award and the Professor of the Year Awards shall be given to the Vice Stick Internal two weeks prior to the Aggie Grads' Farewell.

10. Discipline Committee

1. Made up of Senior Stick, Diploma Stick, Senior Social Rep, Junior Social Rep, Special Events Rep and Athletic Rep.
2. There is required waiver to be signed by every attending person for all bus trips.
 - a. No liability for bodily harm.
 - b. No liability for monetary fines (person at fault must pay for all charges/damages).
 - c. No legal responsibility for actions of attendees.
 - d. No legal responsibility for any health problems.
3. Each bus trip has a car following with two hired safeguards.
4. If an incident is called to the attention of committee, the following actions will be taken by the council:
 - a. Person at fault is blacklisted from all FASO events on decision of the committee based on severity of events.
 - b. First time offence: Person is permitted to make an appeal to council at the next scheduled meeting.
 - c. Decision is made by committee:
 - (i) Suspension from all bus trips
 - (ii) Suspension from all FASO events
 - (iii) Put on probation- should another incident be caused by this person, they will be suspended from FASO events for the rest of the year.

XIII – ELECTIONS OF OFFICERS

1. The Senior Stick, UMSU Rep, Senate Rep, Director of Communications, and Diploma Stick shall be elected by the entire student body a maximum of 14 weeks and a minimum of 5 weeks before classes end, prior to the degree Graduation dinner, and at least one week prior to the nominations for the elected positions in the spring general election
2. The class representatives accepting the Degree 1, Human Nutritional Sciences 1, Diploma 1, shall be elected in the general fall elections by members of their

respective classes from candidates nominated at least one week prior to the selection.

3. The following members of the Student's Council shall be elected annually by the entire student body at the general spring elections by members of their respective classes from candidates nominated at least one week prior to the election:
 - a. Vice Stick Internal
 - b. Vice Stick External
 - c. Junior Treasurer
 - d. Junior Social Rep
 - e. Athletic Rep
 - f. Special Events Coordinator
 - g. Publicity Coordinator
 - h. Clothing Rep
 - i. Agroecology Rep
 - j. Animal Systems Rep
 - k. Plant Systems/Agronomy Rep
 - l. Agribusiness Rep
 - m. Food Science Rep
 - n. Human Nutritional Sciences Rep
 - o. Plant Biotechnology Rep
 - p. International Rep
4. The Degree and Diploma Valedictorians shall be elected by the respective graduating class, one week after the Senior Stick, UMSU Rep, Director of Communications and Senate Rep elections.
5. If there is only one candidate, a yes/no ballot shall be held and there must be a majority vote of yes votes for the candidate to be elected.
6. Each candidate may put up posters after nominations close. All posters must be taken down prior to the opening of the polls. The polls must always be in the Atrium.

XIV – VOTING AND COUNTING OF BALLOTS

1. All general and by-elections shall be by secret ballot.
2. The election of all officers and council members shall be by the simple plurality system.
3. All ballots shall be marked according to the provisions set out in the Manitoba Elections Act, this is, all ballots will be marked with a simple "X". Any ballot

containing show of preference for more than one candidate or containing a mark other than a simple "X" shall be declared spoiled.

4. The Returning Officers and Deputy Returning Officers shall be the UMSU Representative and the Vice Stick Internal, respectively.
5. Two scrutineers shall be appointed by the UMSU Representative.
6. Polls shall be open at 9:00 am on election day and remain open until at least 4:00 pm at which time the polls shall close promptly and no more votes may be cast. Alternatives to this time format may be used upon consent of Council.
7. Where the Returning Officer deems it necessary, an advance poll shall be held for one hour on any of the three days immediately preceding the day of the elections; said day and hour to be decided upon by the Returning Officer and the Senior Stick.
8. It shall be the duty of the Returning Officer to see that at least one of the scrutineers shall be present during polling hours on the election day.
9. At any advance poll, the officials as appointed and the Senior Stick shall be present until the ballot box is sealed.
10. The ballot box should be closed and sealed at the close of the advance poll in the presence of the Deputy Returning Officer.
11. The ballots should be counted by the Returning Officer, the Senior Stick and the appointed officials.
12. In the event of two or more candidates receiving an equal number of votes, the Returning Officer shall cast the deciding vote. He shall vote only to break a tie.
13. There must be a recount of the top candidates if within 10 votes. One scrutineer may be appointed by each candidate to be present at the time of counting the ballots. The candidate with the most votes is declared elected.
14. FASO members that are running in the election are not allowed to work the respective poll both
15. The voting stations must be present in both the Agriculture Building Atrium and in the Human Ecology Building.

XV – BY-ELECTIONS

1. Except in the case of vacancies in the appointed position, a by-election shall take place whenever a vacancy occurs on the council of any committee after the general elections, excepting the first term by-elections, when elections shall not be held until registration of the Diploma Course in Agriculture students.
2. No by-election shall be held until one week after the Diploma classes have commenced.
3. When a vacancy occurs in any of the editor or convener positions, the Senior Stick shall request written applications to fill the vacancy from said applicants.

XVI – COUNCIL AWARDS

In recognition of those students who gave their time and energy to further activities, we, the students of the Faculty of Agriculture, the University of Manitoba, do hereby adopt this plan of granting an award.

1. The Student Council shall have the full authority in granting awards and shall also have the power to cancel any awards granted where it has been proved that the granting of the same award was a mistake.
2. These awards shall be granted in the spring of each year to all members of the Student Council, and to any person, who because of their services, the Council feels has earned an award.
3. The expense of granting these awards shall be paid for with funds from the Student Awards Committee budget.

4. The Vice Stick Internal shall keep a list from year to year of all students who have been granted awards and for what they have been granted.
5. Special two (2) year Council awards will be given out at the Grads' Farewell at the discretion of the Student Award Committee.
6. Special three (3) year Council awards will be given out at the Grads' Farewell at the discretion of the Student Award Committee. A student receiving a three (3) year Council Award shall not receive a two (2) year Council Award.
7. Special four (4) year Council awards will be given out at the Grads' Farewell at the discretion of the Student Award Committee. A student receiving a four (4) year Council Award shall not receive a two (2) year Council Award, nor a three (3) year Council Award.

XVII – FASO SCHOLARSHIPS

There are various scholarships available for those with combinations of good participation and good scholastic achievement.

FASO offers four \$100.00 scholarships and accompanying plaque; one to each of the non-graduating classes. The requirements are a 3.25 average and eight participation points for the first degree and diploma awards, a 3.0 average and ten participation points for the second year degree award, and a 3.25 average and ten participation points for the third year degree award. If more than one student in each year achieves the requirements, the winner will be chosen by and Agriculture Selection Committee.

XVIII – CONSTITUTION CHANGES

All changes to the constitution require a motion to be made with a 2/3 quorum vote of all council members.