

University of Manitoba Ukrainian Students' Association

Amended the 15th of July 2019



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Article I – Name

The name of this organization shall be University of Manitoba Ukrainian Students' Association, hereafter referred to as "UMUSA". L'Association Ukrainien des Étudiants L'Université du Manitoba. Українська Студенська Спілка Університету Манітоби.

Article II – Purpose

UMUSA's purpose shall be to connect and build relationships within our community and represent the Ukrainian-Canadian students in Manitoba. Our mandate is to promote the Ukrainian-Canadian culture through education of past and present issues, while celebrating our current community through social events.

Article III – Membership

Section 1

Membership to UMUSA is open to all undergraduate and graduate students at the University of Manitoba, who are interested in the Ukrainian-Canadian culture.

Section 2

Membership will be granted upon received written request or signing during a membership drive. All members of UMUSA that are in good standing have voting privileges in general meetings. Members may withdraw their membership at any time by giving proper notification to executive. Memberships for UMUSA will last for the academic year, from September to May.

Article IV – Procedures

Section 1

UMUSA shall fulfill the mandates and objectives described in the preamble of this constitution.

Section 2

Annual election will be held in the month of April. All elected positions are active from inception to the following April elections. Once elected, signing privileges must be transferred to the new executive. The new elected UMUSA executive shall assume their responsibilities at the conclusion of the annual elections until the subsequent year (or their removal).

Section 3

UMUSA will follow all bylaws, policies, and procedures in the University of Manitoba Students' Union (UMSU) Student Clubs document.

Article V - Officers (Roles of the Executive)

All officers of Manitoba's Ukrainian Canadian Students Society will work together to ensure that all responsibilities of the executive roles are fulfilled. Certain members of the executive have financial signing privileges (all decisions in terms of finances must be approved through majority consent of the officers)

1. The **President's** responsibilities are:

- a) Participation and management of UMUSA in all affairs,
- b) Represent UMUSA in all matters pertaining to the student body of post-secondary institutes and the Ukrainian Canadian community
- c) To create relationships everywhere which insure the promotion of the endeavors of UMUSA.

- d) Responsible for submitting all necessary documents to the Students' Union of the University of Manitoba.
 - e) Promote UMUSA in the larger community and network and build relationships with current Ukrainian organizations within Manitoba (such as dance groups, church organizations, youth groups, etc.)
 - f) Promote and build relationships with current Ukrainian organizations outside of Manitoba (such as SUSK, national organizations, etc.)
2. The roles of the **Vice-President** are:
- a) To assist the President in fulfilling all endeavors of UMUSA.
 - b) To help coordinate, organize, and maintain contact with all members of UMUSA.
 - c) To help organize and plan events for UMUSA.
 - d) Promote UMUSA within post-secondary institutes and the larger community
 - e) To promote the Centre for Ukrainian Canadian Studies (CUCS) and St. Andrew's College
3. The roles of the **Secretary** are:
- a) To help all understand the UMUSA constitutions, and making the constitution available to all.
 - b) To keep minutes at all formalized UMUSA executive meetings and make them available to members
 - c) Responsible to maintain records of all members, and keeping contact list updated.
 - d) Responsible for informing executive members of all meetings and important decisions in their absence.
 - e) Responsible for submitting all necessary documents to the Students' Union of the University of Manitoba.
4. The roles of the **Director of Finance** are:
- a) To help organize the UMUSA funds. Keeping records accurate while using generally accepted accounting principles.

- b) To help coordinate various activities and help with financial matters for these activities (help set a budget).
 - c) Responsible for helping coordinate fundraising activities.
 - d) Help UMUSA in subsidy and grant applications.
5. The roles of the **Director of Social Events** are:
- a) Responsible for organizing of UMUSA social events
 - b) Must plan at least two (2) social events/gatherings per year.
 - c) Work with Media director for promoting the events and increasing involvement.
 - d) Will assist the president with any events.
6. The roles of the **Media Director** are:
- a) Responsible for a functioning UMUSA Facebook, Instagram and Twitter page.
With weekly posts regarding
 - 1. Upcoming UMUSA S events,
 - 2. St. Andrew's functions
 - 3. Other events and opportunities within the Ukrainian community
 - 4. Fun facts about UMUSA or the Ukrainian community and culture
 - b) Keep students informed about the events going on within UMUSA.
 - c) Responsible for the creation of promotional items, including posters.
 - d) Responsible for promotion of UMUSA through posters and social media.
7. The roles of the **Member at Large** are:
- a) Responsible for guidance and advice in all matter relating to UMUSA.
 - b) To help organize all endeavors that UMUSA undertakes.
 - c) To help promote UMUSA within St. Andrew's College
 - d) Represent and promote St. Andrew's College within UMUSA

Article VI - Electing, Promoting, and Removing Officers

Section 1

All UMUSA members may run for any executive position when elections are held under the following terms.

1. Elections are to be held online, and current member are permitted to vote.
2. Elections are only to occur to fill a vacant position on the executive or due to the majority being in favor of changing the executive (or an individual position in the executive).
3. Any member may run for the election to UMUSA executive, if
 - a) that member is in good standing with the society;
 - b) Has been involved in the Ukrainian Canadian community;
 - c) A current student at the University of Manitoba

Section 2

To be promoted to a vacant position on the executive, an officer can be appointed, by the approval of the majority of the executive, or the matter can be put to a vote.

Section 3

Grounds for impeachment shall consist of any action of any member that contravenes this constitution, the Code of Conduct of the University of Manitoba, or any municipal, provincial, or federal laws.

Any officer of the executive can be impeached from office when:

1. Half (1/2) of the members of UMUSA in good standing call for a special meeting when there is a request submitted to the executive.
2. Two third (2/3) of the members vote in favor of removal.
3. Prior to a vote of expulsion the concerned member has an opportunity to speak on their behalf.

Article VII - Executive Meetings

Section 1

All executive meetings will be called with at least two (2) days' notice to the date. Contacting executive officers will be through email, text, or by phone. There should be at least a quarterly meeting.

Section 2

Each meeting will have an agenda made available to all executive members before the beginning of each meeting. The meeting will be chaired by the President, or Vice-President.

Section 3

Quorum for executive meetings shall be at least 60 percent of the executive present to make a decision. Quorum for general meetings shall be at least percent of all members to make a decision. When less than 51 percent of members are present, the meeting shall commence one half hour after the previously established starting time, with those present constituting a quorum.

Article VIII - Amendments to the Constitution

Section 1

A written copy of all proposed amendment(s) shall be submitted to all members no later than 1 day prior to the convening of a UMUSA executive meeting.

Section 2

Constitutional amendments may be proposed at any time. All members of UMUSA have the right to review any proposed amendments.

Section 3

All members of UMUSA have the right to review proposed amendments. The executive will review any proposed amendments and will vote to recommend or not recommend the amendment to the membership. Constitutional amendments can only take place and be voted on at meetings.