

Agricultural Business Students' Association

CONSTITUTION

Agricultural Business Students' Association

Constitution

I – NAME

1. The organization shall be known as the Agricultural Business Students' Association, herein after referred to as A.B.S.A

II – OBJECT

1. The object of A.B.S.A. shall be the organization of the Agri-Business students, by the Agri-Business students, for the Agri-Business students.

III – MEMBERS

1. All students registered in the Faculty of Agriculture and Food Sciences shall be a member.
2. Should others not enrolled in the Faculty of Agriculture and Food Science express interest in joining ABSA, the executive officers may admit them to the organization with a 75% vote in favour.

IV – OFFICERS

1. (a) The Executive
 - (i) The executive of ABSA shall consist of the President, the Vice-President, the Director of Communications, and the Treasurer.
- (b) The Council
 - (i) The council of ABSA shall consist of the following voting councillors: Degree Rep, Diploma Rep, Publicity Rep, Canadian Agriculture Marketing(CAMA) Rep, and any members that regularly attend meetings, and help plan activities of the organization.
 - (ii) In order for a member to become a voting councillor, they must maintain a 60% attendance to meetings held by ABSA.

V – FUNCTIONS

1. (a) Responsibilities of All Executive/Councillors
 - (i) To attend all meetings of ABSA.
 - (ii) To contribute to and assist with the sales and social activities of ABSA.
 - (iii) To provide a detailed report/calendar to their successor including their budget from the previous year.
 - (iv) To carry out orders decreed by ABSA.
 - (v) To boost intra and inter faculty morale.
 - (vi) Each councillor shall report their assigned activities to ABSA.

VI – FUNCTIONS OF THE EXECUTIVE OFFICERS OF A.B.S.A.

- (a) President
 - (i) Must be enrolled in the agri-business program by the fall of their presidency
 - (ii) To preside over the meetings of council.
 - (iii) To chair executive council meetings.
 - (iv) To liaise between administration and council.
 - (v) To promote and encourage people to be involved with activities.
 - (vi) To plan and organize the Growing the Opportunities Dinner
 - (vii) To use the ABSA email(absa@uofmaggies.ca) for council duties

- (b) Vice President
 - (i) To preside over all meetings of council in the absence of the President
 - (ii) To be responsible for all class representatives.
 - (iii) To promote and encourage people to be involved with activities.
 - (iv) To assist the President in the planning of the Growing the Opportunities Dinner
 - (v) To plan ABSA's annual Retro Night fundraising social

- (c) Director of Communications
 - (i) To keep a record of the proceedings of ABSA
 - (ii) To provide minutes and agendas for all ABSA councillors.
 - (iii) To transcribe the general correspondence on behalf of ABSA and to keep copies of all correspondence council receives.
 - (iv) To compile a directory of all ABSA councillors.
 - (v) To keep the office stocked with supplies.

- (vi) To plan ABSA recruitment/ info night every April
- (vii) To keep attendance at every ABSA meeting.

(d) Treasurer

- (i) To receive and deposit weekly all monies which accrue from student fees and from the activities of ABSA and its committees in a recognized financial institution; to make disbursements of all sums owing by ABSA and its committees.
- (ii) To keep an accurate and detailed record of all deposits and disbursements from the accounts of ABSA and its committees in the recognized financial institution and present this record to the President.
- (iii) To prepare required budgets.
- (iv) To give detailed financial reports to ABSA council at least once a month.

VII- FUNCTIONS OF NON-EXECUTIVE MEMBERS

(a) Degree Rep

- (i) To make announcements and inform students of ABSA events
- (ii) To co-plan ABSA personal development nights with the Diploma Rep

(b) Diploma Rep

- (i) To make announcements and inform students of ABSA events
- (ii) To co-plan ABSA personal development nights with Degree Rep

(c) Publicity Rep

- (i) To advertise and promote ABSA events via posters and social media

(d) CAMA Rep

- (i) To act as a liaison to the CAMA
- (ii) To be a board member of CAMA
- (iii) To report all CAMA news and events to ABSA
- (iv) Responsible for organizing CAMA info night each Fall
- (v)

(f) Members

- (i) To regularly attend meetings and to help plan activities of the ABSA

VIII – FINANCE

1. ABSA shall be financed by proceeds of sales and social events.
2. The President and the Treasurer shall have cheque-signing authority.
3. Council shall determine admission charges for social events.

IX – SELECTIONS OF OFFICERS

1. The President, Vice President, Director of Communications, and Treasurer shall be selected by the outgoing council, in advance of the next school year.
2. Should there be not enough interested members, the officers' positions shall remain vacant until interest is expressed for the position.

X – CONSTITUTION CHANGES

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