

# Constitution of the Math Student Union

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## **I Name**

Mathematics Student Union (MSU)

## **II Objectives**

The objectives of the union are:

1. To seek to promote student interests within the Mathematics Department of Simon Fraser University and the Simon Fraser Student Society.
2. To seek to promote student interests within the Mathematics Department of Simon Fraser University and the Simon Fraser Student Society.

## **III Membership**

Automatic membership in this union shall be extended to:

1. all declared majors, minors, and honours in the Mathematics department, Mathematical Physics, and Mathematics and Computing Science programs; and
2. all students who are currently enrolled in a graduate program in the Mathematics department; and
3. all students who are currently enrolled in one or more courses offered by the Mathematics department in the current semester.

Conditional membership in this union shall be extended to:

1. all declared majors, minors, and honours in the Department of Statistics and Actuarial Science and the Management and Systems Science Program;

2. all declared majors, minors, and honours in the Department of Statistics and Actuarial Science and the Management and Systems Science Program;

Conditional membership is extended until the activation of their respective societies/unions.

## IV Organization

1. There shall be the following committees:

- (a) *Executive Committee.* The Executive Committee shall be responsible for coordinating the agenda for all general meetings and convening all general meetings, giving proper notice to the members as outlined in section V.2. of this constitution. This committee shall consist of the President, the Treasurer, the Member Services Officer, and the Secretary.
- (b) *Ad hoc committees.* The ad hoc committees will be struck as needed at quorate general meetings. These committees shall consist of all interested members. The Executive Committee shall appoint a chairperson. The powers and duties of the ad hoc committees shall be to plan, organize, and implement any plan or project approved by the meeting at which the ad hoc committee was created. The structure and functions of the ad hoc committees will be defined prior to their implementation.

2. There shall be the following officers:

- (a) *President.* The President shall be a liason between this union and the Mathematics department. He/She shall chair all general meetings of the Mathematics Student Union and shall ensure the required number of general meetings is convened each semester. The President is a signing officer of the union. If the President becomes unable to perform their duties then the Treasurer may take on the responsibilities.
- (b) *Treasurer.* The Treasurer shall maintain all financial records of the union, make regular reports to the membership concerning all funds received or spent by the union, and maintain a budget. He/She shall be a signing officer of the union and shall provide a liaison between the union and all sources of funding for the union.
- (c) *Member Services Officer.* The Member Services position holder shall be responsible for monitoring all projects funded through the union. He/She shall plan, organize, or chair an ad hoc committee to run all society events. He/She shall be a signing officer of the union.
- (d) *Secretary.* The Secretary shall maintain the minutes and any other records of the meetings of the union, and also maintain a record of all

correspondence of the union. All e-mails to the Mathematics undergraduates and graduates e-mail lists from the Executive Committee shall be sent by the Secretary, unless he/she gives specific authorization to another person. The secretary shall be a signing officer of the Union.

- (e) *SFSS Forum Representative.* The Simon Fraser Student Society Forum Representative must regularly attend all meetings of SFSS Forum. He/She must keep the membership well informed concerning the business of the SFSS. The Forum Representative must seek to promote the best interests of the members of the union.

## V Meetings

### 1. Frequency of meetings:

- (a) There shall be at least three regular general meetings during each semester.
- (b) Special general meetings may be convened any time by the Executive Committee.
- (c) Committees shall meet as often as is necessary to carry out their responsibilities.

### 2. Convening Procedure for General Meetings:

- (a) Notice for all general meetings shall consist of:
  - i. an announcement in the university student newspaper and/or TV monitors throughout the university campus; and
  - ii. a minimum of ten (10) signs posted in or near the Mathematics department, as well as in or near the classrooms used by the department, five (5) school days in advance of the meeting; and
  - iii. an announcement throughout the university e-mail system to all mathematics undergraduates and graduates.
- (b) Notice shall contain particulars concerning the time, place, and proposed agenda for the meeting.
- (c) The Executive committee shall be responsible for the posting of general meeting notices.

### 3. Special General Meetings

- (a) Special general meetings of the student union may be convened by a 50giving proper notice as specified in section V.2.
- (b) If no member of the Executive committee is able or willing to call a general meeting at the request of the membership, any member of the union may do so, providing:

- i. proper notice is given as specified in section V.2.; and
- ii. an Executive committee member is presented with a petition containing signatures of the number of members required by this constitution to establish a quorum for a general meeting; and
- iii. the Simon Fraser Student Union Organizer is informed of the particulars for the special general meeting.

(c) Quorum

- i. Quorum for all general meetings shall be eight (8) members for meetings held in the fall and spring semesters and six (6) members for meetings held during the summer semester. At every general meeting there will be 50 Executive committee.
- ii. Quorum for all special general meetings shall be at least all members that signed the convening petition.
- iii. Quorum for all ad hoc committees shall be the majority of the members of the committee.

(d) Eligibility

All meetings of the student union, including committee meetings, shall be open to all members of the union.

(e) Voting

- i. Each member of the student union shall be entitled to one vote per motion.
- ii. Voting shall be by a show of hands, unless the general meeting determines that an alternative method is to be used.
- iii. All decisions made in meetings of the student union shall be determined by a simple majority of the members present and voting, except where this constitution specifies otherwise.

## VI Elections

1. Terms of office for all officers, not including a Forum Representative, shall be for one semester until the first general meeting of the next semester.
2. Elections shall take place at the first general meeting of each semester. Nominations are open from the notice of the first general meeting until the election is conducted.
3. Eligibility
  - (a) Any member of the union is eligible to be nominated for any elected position
  - (b) No member may hold more than one of the following positions at any one time: President, Treasurer, Member Services Officer, and Secretary.

#### 4. Vacancies

- (a) In the event that a vacancy occurs in one or more offices of the union, the position(s) may be filled by appointment of the Executive Committee. Such appointees shall hold office until the next general meeting at which time the position(s) shall be filled by election.
- (b) Notice of by-elections shall be given as specified in section V.2.

#### 5. Recall

- (a) Officers of the union may be removed from office by a two-thirds ( $2/3$ ) majority vote of the members present and voting at a general meeting.
- (b) Proposed recall(s) must be announced in the notice of the general meeting in which the recall motion is to be considered, the notice shall be given as specified in section V.2.

### VII Amendments

1. member of the union may introduce new amendments to this constitution.
2. The proposed new amendments must be introduced at a general meeting before being ratified at the next general meeting.
3. Notice of both general meetings for amendments shall be given as specified in section V.2. and have constitution amendments as one of their agenda items.
4. This constitution may be amended only by a two-thirds ( $2/3$ ) majority of the members present and voting in a meeting concerning new amendments.

### VIII Dissolution

In the event that the members decide to dissolve the student union, or in the event that this union becomes inactive, all assets of the student union become the property of the Simon Fraser Student Society, to be held in trust for a minimum period of two years.

If, during this period, a new union is formed to represent the interests of students within the Mathematics department, or if this union becomes active, the trust shall be dissolved and all assets shall become the property of the student union.

After two years, if the trust has not been dissolved, the Simon Fraser Student Society may dispose of the asset as it sees fit.

For the purpose of this article, the student union shall have become inactive if, for three consecutive semesters, the membership does not hold the minimum number of quorate general meetings as required by this constitution.

This article shall not be altered except with the prior consent of the Simon Fraser Student Society.