

## By-laws Regarding FIOs

### Revision History:

April 9, 2014 (Ratification)

### BACKGROUND

These By-laws discuss the approval mechanism for *Frais Institutionnels Obligatoires*, which are additional fees that students must pay to take certain courses. As the AUS has interfaculty departments with the Science Undergraduate Society (SUS), the SUS has adopted these by-laws in identical form.

**Article 1: Definitions**

1.1 “FIOs” shall refer to Frais Institutionnels Obligatoires or mandatory fees charged to students who register for certain courses to cover additional costs associated with that course above tuition.

1.2 “Departments” shall refer to academic units that offer academic programs to students. As relevant for these bylaws, departments in this case are specific to the Faculty of Arts or the Faculty of Science.

1.2.1 “Interfaculty Departments” shall refer to academic units that offer programs to students in both the Faculty of Arts and the Faculty of Science, including but not limited to: Environment, Geography, Mathematics, and Psychology.

1.3 “Departmental Associations” shall refer to non-incorporated, non-accredited student groups that represent the interests of students registered in that department

1.3.1 “Interfaculty Departmental Associations” shall refer to non-incorporated, non-accredited student groups that represent the interests of students registered in interfaculty departments.

1.4 “AUS” shall refer to the Arts Undergraduate Society of McGill University, an incorporated and accredited student association that represents students in the Faculty of Arts and in the Faculty of Arts & Science.

1.5 “SUS” shall refer to the Science Undergraduate Society of McGill University, an incorporated and accredited student association that represents students in the Faculty of Science and in the Faculty of Arts & Science.

**Article 2: Process of Approval for Courses within Departments in the Faculty of Arts**

2.1 Before entertaining a motion to approve a FIO for courses within the Faculty of Arts, the representative departmental association must make a recommendation to AUS Legislative Council as determined by a vote among their Executive Committee, coordinating body, or General Assembly.

2.2 To approve any FIO, the representative departmental association’s recommendation must be presented to AUS Legislative Council and must be ratified by a simple majority vote.

2.3. If a decision must be made when AUS Legislative Council is unable to be convened, the AUS Executive Committee must contact the representative departmental association if and when possible for their recommendation. This recommendation can then be ratified by a simple majority of the AUS Executive Committee.

2.4. FIOs for courses taught within departments without representative departmental associations shall be brought directly to AUS Legislative Council for ratification or to the AUS Executive Committee if AUS Legislative Council is unable to be convened.

2.5 The AUS President shall report the outcome of the vote on any and all FIOs to Student Accounts and to the Office of the Deputy Provost (Student Life and Learning).

### **Article 3: Process of Approval for Courses within Departments in the Faculty of Science**

3.1 Before entertaining a motion to approve a FIO for courses within the Faculty of Science, the representative departmental association must make a recommendation to SUS General Council as determined by a vote among their Executive Committee, coordinating body, or General Assembly.

3.2 To approve any FIO, the representative departmental association's recommendation must be presented to SUS General Council and must be ratified by a simple majority vote.

3.3. If a decision must be made when SUS General Council is unable to be convened, the SUS Executive Committee must contact the representative departmental association if and when possible for their recommendation. This recommendation can then be ratified by a simple majority of the SUS Executive Committee.

3.4. FIOs for courses taught within departments without representative departmental associations shall be brought directly to SUS General Council for ratification or to the SUS Executive Committee if SUS General Council is unable to be convened.

3.5 The outcome of the vote on any and all FIOs shall be reported to Student Accounts and the Office of the Deputy Provost (Student Life and Learning) by the SUS President.

### **Article 4: Process of Approval for Courses within Interfaculty Departments**

4.1 Before entertaining a motion to approve a FIO for courses within interfaculty departments, the representative interfaculty departmental association must make a recommendation to both the AUS Legislative Council and the SUS General Council as determined by a vote among their Executive Committee, coordinating body, or General Assembly.

4.2 To approve any FIOs, the representative interfaculty departmental association's recommendation must be presented to both AUS Legislative Council and the SUS General Council and must be ratified by a simple majority vote of both governing bodies.

4.2.1 In the case that either the AUS Legislative Council or SUS General Council chooses not to ratify the recommendation in either the AUS Legislative Council or the SUS General Council, the FIOs shall not be adopted.

4.3. If a decision must be made when AUS Legislative Council and/or SUS General Council is/are unable to be convened, the SUS Executive Committee must contact the representative interfaculty departmental association if and when possible for their recommendation. This recommendation can then be ratified by a simple majority vote of the SUS Executive Committee.

4.4. FIOs for courses taught within interfaculty departments without representative interfaculty departmental associations shall be brought directly to SUS General Council for ratification or to the SUS Executive Committee if SUS General Council is unable to be convened.

4.5. If a decision is made in the manner outlined in Articles 4.3 or 4.4, the SUS Executive Committee shall inform the AUS Executive Committee in writing within one (1) week of their decision.

4.5.1 In the cases outlined in Articles 4.3 and 4.4, the AUS cedes their position in the ratification process to the SUS.

4.6. The outcome of the vote on any and all FIOs shall be reported to Student Accounts and the Office of the Deputy Provost (Student Life and Learning) by the SUS President.

#### **Article 5: Coming Into Force**

5.1 To come into force, the AUS Legislative Council and SUS General Council must adopt identical versions of these bylaws.

#### **Article 6: Amendments**

6.1 Amendments to these by-laws must be made in joint agreement of the AUS and SUS Executive Committees.

6.2 All amendments must pass through AUS Legislative Council and SUS General Council with a two-thirds ( $\frac{2}{3}$ ) majority vote.