**Motion to Adopt the Revised Constitution of the North American Studies Student Association (NASSA)**

**Whereas**, the NASSA has submitted a revised Constitution;

**Whereas**, the AUS has looked at the Constitution and provided suggestions;

**Whereas**, the NASSA has revised the Constitution according to the AUS’ suggestions.

**Be it resolved** that the AUS adopt the Constitution of the NASSA (appended below).

**Moved by:**

Jacob Greenspon, AUS President

Molly Harris, NASSA President

Constitution of the North American Studies Students’ Association of McGill University (NASSA)

**Title I – The Association**

Article 1 – Name

* 1. The Association shall be known as the North American Studies Students’ Association, or by its acronym of NASSA.

Article 2 – Aim

* 1. The aims of the NASSA shall be:

1. To represent all students in the program of North American Studies at McGill University and to promote their welfare and interests, and
2. To provide activities and services to enhance the educational, cultural, environmental, and social aspects of the lives of its members.
   1. The NASSA shall be recognized by its members, the Arts Undergraduate Society, the Students’ Society of McGill University, the program of North American Studies and the Faculty of Arts as representative of all undergraduate students registered in the program of North American Studies of McGill University.

Article 3 – Membership

* 1. The membership of the NASSA shall include all undergraduate students currently registered at McGill University in any of the major, double major, and minor programs of North American Studies.
  2. Membership in the NASSA confers the right to participate in all activities organized by the NASSA as well as the right to attend Council meetings.
  3. Non-members of the NASSA shall be known as Observers.

1. Observers may attend a meeting of Council with the assent of one member of the Executive.
2. Observers shall have full speaking rights at Council but under no circumstances may exercise a vote.

**Title II – Organization**

Article 4 – The Council

4.1 The governing body of the NASSA shall be known as the Council and as such shall:

(a) Recognize the supremacy of this Constitution and be bound by it.

1. Be empowered to make all decisions and take action on behalf of the NASSA.

4.2 The Council shall consist of:

1. The members of the Executive, as defined in Section 6.3.
2. Additional NASSA members appointed at the Council’s discretion (‘Members-at-Large’).

Article 5 – Meetings of Council

* 1. Quorum for a meeting of Council shall be at least two-thirds of all members of the Executive Council. Executives.
  2. The Council shall hold regular meetings at least twice a month when classes are in session.
  3. Notice of all meetings shall be given to the NASSA membership in general and members of Council in particular at least three days in advance.

1. In pressing and substantial cases, the Executive may decide to hold a meeting of Council as soon as possible.
2. No removal of an Executive may take place in such an “emergency session”.
   1. All meetings of Council shall be open to all NASSA members.
   2. The Council may, when it deems necessary, conduct closed meetings by excluding, individually or collectively, Observers in attendance.
3. A decision to exclude members will require a two-thirds majority vote of Council.
4. Minutes must be made available in such a situation within six (6) months.

Article 6 – The Executive

* 1. There shall be a special committee of Council called the Executive, which shall govern the NASSA between meetings of Council in a manner consistent with policies set out by Council.
  2. The Executive shall be composed of a President and other positions created at the discretion of the President, including but not limited to:

1. The Co-President
2. The Vice-President Finance
3. The Vice-President Internal

(d) Vice-President Events  
(e) Vice-President External Affairs   
(f) Vice-President Academic Affairs   
(g) The U1 Representative  
(h) The U2/U3 Representative

Article 7 – Powers and Duties of the Executive

* 1. All members of the Executive shall:

1. Submit to the greater authority of Council and execute its decisions even if they conflict with the Executive’s views on matters within his or her jurisdiction.
2. Submit any actions taken or decisions made between meetings of Council to be ratified at the following meeting of Council.
3. Be members of the NASSA in good academic standing.
   1. The president shall be completing his or her degree as major, double-major, or minor student. The position of President will also be bound by Article 9.
4. Be responsible for the keeping of adequate records of their actions in order to ensure a smooth transition from one year to the next.
5. Commit to ensuring an equitable and reasonable distribution of work among the Executive.
6. Miss no more than two meetings of Council per semester.

a. Should a member of the Executive miss more than two meetings of Council per semester, Council must take steps to investigate and if necessary replace the Executive member.

* 1. The President shall:

1. Co-ordinate and supervise the affairs of NASSA.
2. Ensure that NASSA members are well served by NASSA.
3. Call and preside over meetings of Council.
   * 1. Should he or she be unable to attend a meeting of Council, the President shall designate from the Executive a replacement to call and preside over the meeting.
4. Ensure quorum at meetings of Council.
5. Be the official spokesperson for NASSA in a manner consistent with the policies set up by Council.
6. Coordinate with other departmental-, faculty-, or university-level student societies to lobby for changes that advance the interests of NASSA members and to organize events of common interest.
7. Be a signatory, along with VP Finance, on all financial matters.
8. Represent NASSA at AUS Council.
   * 1. Should he or she be unable to attend a meeting of Council, the President shall designate from the Executive a replacement to call and preside over the meeting.
   1. The Vice-President Finance shall:
9. Advise the Executive on all financial matters of NASSA.
10. Prepare and administer the budget of NASSA.
11. Keep proper accounts and records of NASSA’s financial dealings.
12. Witin the realm of possibility, be consulted before any purchase is made on behalf of NASSA by an Executive.
13. Be a co-signatory for all financial powers.
14. Ensure the prompt repayment of expenses he or she deems advantageous to the goals of NASSA.
15. Have the authority to refuse or refund, either in full or in part, any Executive’s expenses if he or she believes them to have been excessive and explain this decision at the next meeting of Council.
    * 1. This decision can be overruled by majority vote of Executive members.
    1. The Vice-President Internal shall:
16. Ensure communication between Council and the membership of NASSA.
17. Set up an maintain a NASSA listserv system.
18. Search out new opportunities and methods of increasing NASSA’s visibility and of encouraging the participation of membership in NASSA activities.
19. Remain available to ais in the communications and promotions aspects of the various Mandates of Council.

7.5 In case of an expanded Executive Council, corresponding responsibilities will be added to the Constitution.

**Title III – Elections**

Article 8 – General

* 1. All members of the NASSA shall be eligible to vote in NASSA elections.
  2. Elections shall be conducted in accordance with this Constitution and with any applicable NASSA by-laws.
  3. Elections are passed by a plurality.
  4. Elections shall not take place if there are no contested positions. **In the case of acclamation, the Executive member will retain their previous Council position for the upcoming school year if the member is willing.**

**(a) In the circumstance that the member is graduating, declines to sit on Council for the following year, or otherwise cannot maintain their position, the guidelines in Section 12.2/12.3 shall be followed.**

Article 9 – Eligibility

* 1. Unless otherwise specified in this Constitution, all members of the NASSA shall be eligible to stand for election to the positions outlined in 6.3.
  2. All elected individuals must remain members of the NASSA throughout their mandate.

9.3 No member of the NASSA may accept nominations for two Executive positions in the same year.

Article 10 – Procedures

* 1. Elections for the Executive positions shall be held between March 1 and the beginning of the Winter exam period.
  2. The newly elected members of the Executive shall come into office on May 1 of the year in which they were elected and shall leave office on April 30 of the following calendar year.
  3. Elections procedures shall conform to all Arts Undergraduate Society **[Departmental Association Electoral]** by-laws.

**Title IV – Removal from Office**

Article 11 – Removal

11.1 Any member of the Executive may be dismissed from their functions for impropriety, violation of this Constitution and its by-laws, delinquency of duties, or misappropriation of funds. The preceding list of reasons for dismissal is non-exhaustive.

11.2 A motion to remove an Executive must be presented in writing to the President and signed by at least two-thirds of Council.

1. Should the motion pertain to the President, it shall be presented in writing to the Vice-President Finance and signed by at least two-thirds members of Council.
   1. The Executive whom the Council is seeking to remove is heretofore referred to as ‘the Executive in question.’
   2. Quorum to remove an Executive requires all Council members excluding the Executive in question.  
      (a) The Executive in question may be removed *in absentia*, provided they have been notified in the presence of a witness no less than one week prior to their dismissal hearing by email.
   3. Passage of a motion to remove an Executive shall require a two-thirds majority vote of present Council members, excluding the Executive in question..
   4. A dismissed Executive may appeal his or her removal to the President at the next Council meeting, after which no appeals will be accepted and the Council’s decision takes effect.  
      (a) The President alone may table a motion to grant a thirty (30) day reinstatement of the Executive in question.  
      (b) This motion requires only a simple majority to pass, with standard quorum.  
      (c) Should this motion pass, at the meeting immediately following the conclusion of the thirty (30) day period, another vote on removal shall take place, or the Executive in question will return to his or her previous duties until the end of that Executive’s previously elected term period.  
      (d) Should the second motion for removal pass according to the guidelines in subsections 11.1 through 11.5, the Council shall proceed to Article 12 — Succession and Replacement.  
      (e) Should the dismissed Executive be President, the appeal must be made to the Acting President.
   5. Should the dismissed Executive not appeal, or unsuccessfully appeal, the Council proceeds to the rules laid out in Article 12 — Succession and Replacement.

Article 12 – Succession and Replacement

* 1. Should the office of President become vacant due to resignation, removal, incapacitation, or death, the title of Acting President and the duties of President shall devolve down the Executive list in Section 6.3, beginning with 6.3 (b), to the next available Executive.

1. The same procedure is to be followed if the office of Acting President should become vacant.
   1. Should a Vice-Presidential or Representative position become vacant due to resignation, removal, or death during the Fall semester, a replacement shall be nominated by the President and ratified by a two-thirds majority of Council.
2. The nominee must be eligible for the vacant position as prescribed by Articles 9 and 10.
3. The appointee should preferably already be a Councillor or otherwise familiar with the workings of the NASSA.
   1. Should a Vice-Presidential or Executive position become vacant due to resignation, removal, or death during the Winter semester, the duties of their position shall be divided among the remaining Executive to be carried out until the regularly scheduled election and accession to office of the following year’s Executive.
   2. Other than the position of Acting President, no member of the NASSA may concurrently hold two Executive positions.

**Title V – The Constitution**

Article 13 – Superseding Clause

* 1. This Constitution repeals and supersedes all previous constitutions.

Article 14 – Amendments

* 1. Amendments may be proposed piecemeal by individual members of Council.
  2. Quorum for an amendment to this Constitution shall be two-thirds of Council.
  3. This Constitution may only be amended by a two-thirds majority vote of present Council members.

Article 15 – Citation

15.1 The Constitution may be cited as the ‘NASSA Constitution’.