**Constitution of the International Development Student’s Association of McGill University (IDSSA)**

As amended by AUS Council on [inset new date 2017]

**Part I - The Association**

**Article 1 - Name**

1.1 The Society shall be known as the International Development Studies Students Association of McGill University, hereinafter the Association.

**Article 2 - Mandate**

2.1   The aim of the Association shall be:  
 (a) to represent all McGill students in the International Development Studies program and to promote their welfare and interests;  
 (b) to provide activities and services to enhance the educational, cultural, environmental and social conditions of its members.

2.2   The Association shall be an integral part of the Arts Undergraduate Society, hereinafter the AUS.

2.3   The Association shall be recognized by its members, the AUS, the Students’ Society of McGill University, and the Faculty of Arts as representative of all undergraduate students registered in the International Development Studies (IDS) program at McGill University.

**Article 3 - Membership**

3.1   Members of the Association shall be all undergraduate students currently registered at McGill University in the (Major, Minor, Honours, and Joint Honours) IDS program.

3.2 Honorary members may be proposed and elected by a two-thirds majority vote of the Executive.

3.2.1 Honorary members may not be elected to a voting position on the Executive.

3.3   3.4 All executive meetings will be open to any member of the Association that are not members of the Executive. Association Members may request to attend a meeting with the Executive with prior notice.

**Article 4 – Membership Fees**

4.1 The Association shall neither impose nor collect any society fee from its members.

**Article 5 – Finances of the Association**

5.1 The financial year of the Association shall be the first (1) of June to the thirty-first (31) of May.

5.2 The total expenditures of the Association shall not exceed its total revenues.

5.3   The Association’s finances shall be governed by the AUS Financial By- Laws.

5.4  The Association shall maintain an account under the AUS.

5.4.1 The Association shall not maintain an external bank account.

5.5 Expenditures of the Association must receive prior approval of the Vice- President Finance of the AUS.

5.5.1 The Vice-President Finance of the AUS shall approval all reasonable expenditures, provided that they do not violate AUS Financial By-Laws.

**Part II - Organization**

**Article 7 —Equity & Equitable Accommodations**

7.1 The Association recognizes and accepts its responsibility to adhere to the highest standards of conduct with respect to the fairness, integrity, safety, and equitable treatment for all persons **both within the Executive and with the broader members of the Association** regardless of race, national or ethnic origin, colour, religion, gender, sexual orientation, age, mental or physical disability.

**Article 8 – The Executive**

8.1 The Association shall be governed by the Executive, who shall:

(a)   recognize the supremacy of the Association’s Constitution and be bound by it;

(b) be empowered to make all decisions **by voting procedure requiring a 2/3 majority to pass a motion** and take action on behalf of the Association in a manner consistent with the Constitution of the Association, the AUS Constitution, By- Laws, and Council;

**()  propose** the Association’s annual budget;

()  establish Committees where and when it deems necessary.

**Article 9 – Members of the Association Executive**

9.1   The Executive shall consist of:

(a)   the President

(b)   the Vice-President Academic

(c)   the Vice-President Finance

(d)   the Vice-President External

(e)   the Vice-President Internal

(f)   the Vice-President Events

(g)   the Vice-President Communications

(h) the Vice-President Publications

9.2  Each of the above-listed positions can be held by a maximum of two people simultaneously.

9.2.1 If a position is held by two members, they will share the powers and duties of the position between them.  
 9.2.2 Each position is allotted one vote on the Executive, whether it is held by one person or two.  
9.3 All executives shall be expected to attend all executive meetings and Association events in addition to fulfilling the roles of their portfolio as outlined in this constitution.

**Article 10 – Powers and Duties of Executive Officers**

10.1   The Executive shall ensure communication between the Association and its members.

10.2   The President shall:

(a)  serve as Chairperson for Executive meetings;

(b)  prepare an agenda for all Executive meetings;

(c)  be responsible for relations between the Association and AUS and SSMU;

10.3   The Vice-President Academic shall:

(a)  be responsible for all educational and curricular concerns of the Association;

(b)  be responsible for the representation of the Association on IDS program committees;

(c)  be a liaison between the IDS Program Administration and Association members;

(d)  reasonably represent the prevailing views of the Executive to the IDS Program administration;

(e)  sit on the IDS Advisory Board.

10.4  The Vice-President Finance shall:

(a)  advise the Association Executive on all financial matters of the Association;

(b)  be responsible to seek out funding for Association activities;

(c)  prepare the Association’s budget for ratification by the Executive and AUS Council;

(d)  keep proper accounts and records of the Association’s finances;

10.5  The Vice-President External shall:

(a)  be responsible for relations between the Association and other Departmental Associations;

(b)  communicate to the Executive any external issues that may affect the Association or its members;

(c)  establish and maintain relations with the greater McGill and Montréal community;

(d)  be responsible for the organization of social and cultural activities for the members of the Association, **including the annual International Development Policy Case Competition (IDPCC);**

(e)  be responsible for recruiting volunteers and coordinating their activities, **including the IDPCC Chair according to the eligibility criteria established by the Association Executive**

(f)  be a voting member of AUS Council in a manner consistent to the wishes of the Association Executive;

(g) be responsible for the special interests of graduating students;

10.6 The Vice-President Internal shall:

(a) be responsible for organizing activities internal to the Executive;

(b) be responsible for booking tables, venues, etc.;

(c) be available to assist all other members of the Executive with their responsibilities.

10.7 The Vice-President Events shall:

(a) be responsible for leading organization of all events hosted by the Executive

(b) maintaining contact with other associations in the case of hosting joint events;

10.8  The Vice-President Communications shall:

(a)  ensure communication among the Executive and between the Executive and the members of the Association;

(b)  take minutes of all meetings of the Executive;

(c)  be responsible for maintaining all of the Association’s social media;

10.9  The Vice-President Publications shall:

(a) be responsible for all Association publications, including the Association journal;

(b) be responsible for the maintenance of the IDSSA website;

(c) assist in the publicizing of events in cooperation with the VP Communications.

10.10  Each member of the Executive Committee shall be responsible for the preparation of a transition manual for her/his successor.

10.11  In the event of the resignation or impeachment of the President, or one of the Vice- Presidents or Representatives, the Executive shall elect a replacement, in accordance with the Electoral By-laws, from amongst members of the Association.

**Article 11 – General Assemblies**

11.1   Should the request be put forth by the Association to host a General Assembly the Executive may choose to do so.

11.2   Quorum for IDSSA General Assemblies shall be 25 Association members.

11.3   All members of the Association are eligible to propose motions at the General Assembly.

11.3.1 Motions that contradict or are in violation of this Constitution or any McGill or AUS By-Laws are inadmissible.

11.3.2 Eligible motions can be passed by a simple majority vote of the present members of the Association.

**Article 12 – General Elections**

12.1   All members of the Association shall be eligible to vote in Association elections.

12.2  If a position goes unfilled during the election period then the executive board may solicit applications and elect someone to the position.

**Article 14 – Eligibility**

14.1   All members of the Association, who will continue to be members during the Fall and Winter academic terms during their term in office, shall be eligible to stand for election to the positions of President or Vice- President.

14.2 All members of the Association, who will not continue to be members after the fall academic term, during their term in office,shall only be eligible to stand for election on a split-position basis.

14.3 All members of the Association, who will partake in an internship, field studies program, or study abroad during their fall or winter academic term in office, shall only be eligible to stand for election on a split-position basis.

14.4  All elected individuals must remain members of the Association throughout their mandate.

**Article 16 – Removal From Office**

16.1   Any member of the Executive may be removed from office for impropriety, violation of this constitution and by-laws, delinquency of duties or misappropriation of funds.

16.2   A motion to remove a member of the Executive must be presented in writing to the President and signed by at least 3 members of the Executive and 3 members of the Association.

**16.3 In the event of the resignation or the impeachment of the President, the Vice-President Internal shall assume the duties of the President until a by-election, if deemed necessary by Council is held. Should a by-election not be held, the Vice President Internal will remain President until April thirtieth (30th).**

16.4 Passage of a motion to remove shall require a (two-thirds) 2/3 majority vote of the Executive.

**Part III – The Constitution**

**Article 17 – Superseding Clause**

17.1 This Constitution repeals and supersedes all previous constitutions.

**Article 18 – By-Laws of the Constitution**

18.1 Appended to this Constitution are a set of By-Laws which may be adopted by the Executive as it sees fit, providing that such By-Laws conform to the principles embodied in this constitution.

18.2  Passage of a motion to enact, amend or rescind a by-law of the Association shall require a simple majority of the Executive.

**Article 19 – Amendments to the Constitution**

19.1  This Constitution may be amended by a (two-thirds) 2/3 majority vote of the Executive.

19.2   Amendments to this Constitution must be ratified by AUS Council.