***Constitution of the Economics Students' Association of McGill University***

-- As amended by Council, ~~April 2013~~ October 2018 --

**Title I - The Association**

Article 1 - Name

1.1 The Association shall be known as the Economics Students' Association, or by its acronym of ESA.

Article 2 - Aim

2.1 The aims of the ESA shall be:

a

To represent all students in the department of Economics at McGill University and to promote their welfare and interests, and

b

To provide activities and services to enhance the educational, cultural, environmental, and social aspects of the lives of its members.

2.2 The ESA shall be recognized by its members, the Arts Undergraduate Society, the Students' Society of McGill University, the department of Economics and the Faculty of Arts as representative of all undergraduate students registered in the department of Economics at McGill University

Article 3 - Membership

3.1 The membership of the ESA shall include all undergraduate students currently registered at McGill University in any of the major, double major, honours, joint honours, and minor programs in the department of Economics, regardless of Faculty.

3.2 Membership in the ESA confers the right to participate in all activities organized by the ESA as well as the right to attend Council meetings.

3.3 Non-members of the ESA shall be known as Observers.

a

Observers may attend a meeting of Council with the assent of one member of the Executive.

b

Observers shall have full speaking rights at Council but under no circumstances may exercise a vote.

3.4 Honorary Members:

a

Shall be undergraduate students currently registered at McGill University or shall be former members of Council.

b

Shall have attended at least one meeting of Council in the current school year before their elevation to Honorary Member.

c

Shall be elected by a three-fifths majority vote of Council.

d

Shall serve on Council as Councillor as defined in Section 4.2.

e

May not be elected to an Executive position.

f

May be designated as Mandate Leaders.

**Title II - Organization**

Article 4 - The Council

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

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

c

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

d

Establish new Mandates of Council.

4.2 The Council shall consist of:

a

The members of the Executive, as defined in Section 7. 4

b

The Councilors, as defined in Section 4. 2(ii)

(i) Each member of the Council has full speaking rights and may exercise one vote in decisions of Council.

(ii) Members of the ESA attending their first Council meeting shall be known as councilors, subject to a three-fifths majority approval by the executive.

c

Should a Councillor miss three council meetings in a given semester (must at least be present for voting process) he or she shall lose their status as Councillor and shall cease to be counted in quorum and voting procedures, unless he or she sends a member of the ESA to replace him or her.

4.3 At every meeting, a member of Council shall be designated Meeting Secretary and shall take a complete record of decisions made at meetings of Council.

a

The Meeting Secretary shall transmit the minutes of the meeting to the President and Vice-President Communications within a week after the meeting.

4.4 For the purposes of membership of Council and quorum, the President shall take attendance at every meeting and maintain a list of members of Council, Member-at-Large, and Observers.

Article 5 - Mandates of Council

5.1 Mandates of Council shall be struck by Council as it sees fit to carry out the objectives of the ESA in special interest areas.

5.2 Mandates of Council shall be headed by a single or multiple members of the ESA, who shall be nominated by the Vice-President (Events), ratified by Council, and known as Mandate Leaders.

5.3 The following Mandates of Council shall be enacted at the minimum on an annual basis:

a

`’Battle of the Profs’ Mandate

b

`McGill Journal of Political Economy' Mandate

c

‘ESA Elections’ Mandate

5.6 The `Constitutional and By-law Review' Mandate shall be enacted on an annual basis, to carried out in every second school year beginning with the passage of this Constitution.

Article 6 - Meetings of Council

6.1 Quorum for a meeting of Council shall be at least four Executives and at least three Councillors.

6.2 The Council shall hold meetings at least once a semester for general purposes, and for each mandate.

6.3 Notice of all extraordinary meetings shall be given to the ESA membership in general and members of Council in particular at least three days in advance.

a

In pressing and substantial cases, the Executive may decide to hold a meeting of Council as soon as possible.

6.4 All meetings of Council shall be open to all ESA members.

6.5 The Council may, when it deems necessary, conduct closed meetings by excluding, individually or collectively, Observers and/or Members-at-Large in attendance.

(a) Such a decision will require a two-thirds majority vote of Council.

Article 7 - The Executive

7.1 There shall be a Special Committee of Council called the Executive, which shall govern the ESA between meetings of Council in a manner consistent with policies set out by Council.

7.2 The Executive shall be a non-hierarchical body, with all members of the Executive coequal to each other.

7.4 The Executive shall be composed of:

a

The President

b

The Vice-President (Events)

c

The Vice-President (Finance )

d

The Vice-President (Communications )

e

The Vice-President (Academic)

f

The Vice-President (External)

g

~~The U1 Representative~~ The Vice-President (Sponsorship)

h

The Honours Programme Representative (hereafter, "Honours Representative")

i

The Majors Programme Representative (hereafter, "Majors Representative")

Article 8 - Powers and Duties of the Executive

8.1 All members of the Executive shall:

a

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.

b

Submit any actions taken or decisions made between meetings of Council to be ratified at the following meeting of Council.

c

Be limited to leading two Mandates of Council at the same time, with the exception of the Vice-President Events, who may lead three Mandates of Council at the same time.

d

Be held accountable for the successes and failures in their Mandates of Council, and be commended or censured by Council as such.

e

Be responsible for the keeping of adequate records of their actions in order to ensure a smooth transition from one year to the next.

f

Commit to ensuring an equitable and reasonable distribution of work among the Executive.

g

Miss no more than a meeting of Council per semester, without either sending an informed replacement who must be an ESA member, or must get a majority approval from the executive excusing that members’ absence.

h

Be permitted, subject to the approval of Council, to create a Committee to assist with their portfolio.

(i) Should a member of the Executive miss more than a meeting of Council per semester, Council must take steps to investigate and if necessary replace the Executive member.

(ii) Committee members shall be appointed by the relevant member of the Executive, but can be dismissed by a 2/3 vote of Council.

8.2 The President shall:

a

Co-ordinate and supervise the affairs of the ESA.

b

Ensure that ESA members are well served by the ESA.

c

Call and preside over meetings of Council.

(i) 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.

d

Maintain a list of members of Council and ensure quorum at meetings of Council.

e

Monitor progress in all policy and project areas in a consistent but non-intrusive manner, and report any concerns to Council.

f

Be the official spokesperson for the ESA in a manner consistent with the policies set up Council.

g

Be the representative of the ESA at the Arts Undergraduate Society's Council meetings, or name an alternate delegate to do so in his or her stead.

8.3 The Vice-President (Events) shall:

a

Assist in co-ordinating and supervising the affairs of the ESA.

b

Nominate Mandate Leaders for the various Mandates of Council.

c

Maintain a list of Mandates of Council and their associated Mandate Leaders.

d

Ensure consistent progress in the various Mandates of Council.

e

Seek to undertake the more complex event-type Mandates.

8.4 The Vice-President (Finance) shall:

a

Advise Council on all financial matters of the ESA.

b

Prepare, present to Council for ratification, and administer the ESA's budget.

c

Keep proper accounts and records of the ESA's financial dealings.

d

Recommend to Council a suggested level of preauthorized spending that Mandate Leaders and Executives may make use of in their dealings

e

Within the realm of possibility, be consulted before any purchase made on behalf of the ESA by a Mandate Leader or Executive.

f

Be signator for all financial powers.

(i)

The Vice-President Finance shall ensure the prompt repayment of expenses he or she deems advantageous for the goals of the ESA

(ii) The Vice-President Finance may refuse to refund, either in full or in part, any Mandate Leader's or Executive's expenses if he or she believes them to have been excessive or superfluous and explain this decision at the next meeting of Council.

8.5 The Vice-President (Communications) shall:

a

Ensure communication between Council and the membership of the ESA.

b

Set up and maintain the ESA website, Facebook page, Facebook group, Twitter account and ESA listserve system.

c

Search out new opportunities and methods of increasing the ESA's visibility, of encouraging the participation of the membership in ESA activities, and of promoting the attendance of ESA members at meetings of Council.

d

Remain available to aid in the communications and promotions aspects of the various Mandates of Council.

8.6 The Vice-President (Academic) shall:

a

Be responsible for the academic welfare of ESA members

b

Collaborate with the Vice-President (Events) to organize academic events, including but not limited to tutorials and student research presentations

c

Collaborate with the Vice-President (Communications) to run the ESA's buddy and tutor programs.

8.7 The Vice-President (External) shall:

a

Be the contact point of the ESA with the economics department office and other administrative offices

b

Be prepared to meet in person with the officials of the economics department or administrative offices.

c

As the need arises, contact public personalities about being guest speakers at official ESA events

8.8 ~~The U1 Representative~~ The Vice-President (Sponsorship) shall:

a

~~Be responsible for the special interests of students in their U1 year.~~ Be responsible for the outreach to McGill Alumni, outside sponsors and companies.

b

~~Be responsible for the special interests of students in their U1 year.~~ Collaborate with the Vice-President (Events) to organize ESA affairs and programs.

8.9 The Honours Representative shall:

a

Be responsible for the special interests of students in the Economics Honours Programme

b

Serve as an ombudsperson for Honours students, answer their questions and address their complaints.

8.10 The Majors Representative shall:

a

Be responsible for the special interests of students in the Economics Majors Programme

b

Serve as an ombudsperson for Majors students, answer their questions and address their complaints.

**Title III - Elections**

Article 9 - General

9.1 All members of the ESA shall be eligible to vote in ESA elections.

(i) N.b. U0s cannot vote in ESA elections.

9.2 Elections shall be conducted in accordance with this Constitution and with any applicable ESA by-laws.

9.3 Elections are passed by a plurality.

Article 10 - Eligibility

10.1 Unless otherwise specified in this Constitution, all members of the ESA shall be eligible to stand for election to the positions of President, Vice-President (Events), Vice-President (Finance), Vice-President (Communications), Vice-President (Academic) and Vice-President (External).

10.2 Candidates for the position of Honours Representative must be members of the ESA and must be enrolled in the Honours Programme in the fall semester of their term of office.

10.3 Candidates for the position of Majors Representative must be members of the ESA and must be enrolled in the Majors Programme in the fall semester of their term of office.

10.4 All elected individuals must remain members of the ESA throughout their mandate.

a

Should an Executive graduate in mid-year, they may only retain their Executive and Mandate Leader positions by applying for Honorary Membership.

b

Honorary Members serving out their Executive position shall be held to the same standard as all other Executives.

10.5 No member of the ESA may accept nominations for two Executive positions in the same year.

Article 11 - Procedures

11.1 Elections for the Executive positions shall be held between March 1 and April 1 of every year.

11.2 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.

11.3 The U1 Representative shall be an appointed position.

a

The Executive shall publicise the vacancy, and announce that it is accepting applications, by September 30th of the year in which it was elected.

b

Candidates for the position of U1 Representative must be members of the ESA and must be enrolled in their U1 year in the fall semester of their term of office.

c

If there are at least two candidates, the Executive shall hold interviews with at least two of the candidates before making its decision as to the appointment.

**Title IV - Removal from Office**

Article 12 - Removal

12.1 Any member of the Executive and any Mandate Leader may be dismissed from their functions for impropriety, violation of this Constitution and its by-laws, delinquency of duties, or misappropriation of funds.

12.2 A motion to remove an Executive or Mandate Leader must be presented in writing to the President and signed by at least three members of Council.

a

Should the motion pertain to the President, it shall be presented in writing to any Vice-President and signed by at least three members of Council.

(i) Quorum for a motion to remove must be two-thirds of Council.

(ii) Passage of a motion to remove an Executive shall require a three-fourths majority vote of present Council members.

(iii) Passage of a motion to remove a Mandate Leader shall require a simple majority vote of present Council members.

Article 13 - Succession and Replacement

13.1 Should the office of President become vacant due to graduation, resignation, removal, or death, the title of Acting President and the duties of President shall devolve to the person voted for by a majority of the remaining Executive members

a

If no candidate is agreed upon in a timely fashion, the title of Acting President and the duties of President shall devolve down down the Executive list in Section 7.3 to the next available Executive.

b

The same procedure is to be followed if the office of Acting President should become vacant.

13.2 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 three-fourths majority of Council.

a

The nominee must be eligible for the vacant position as prescribed by Article 10.

b

The appointee should preferably already be a Councilor or otherwise familiar with the workings of the ESA.

13.3 Should a Vice-Presidential or Executive position become vacant due to graduation, 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, unless described in Section 10.7.

13.4 Other than the position of Acting President, no member of the ESA may concurrently hold two Executive positions.

**Title V - Constitution**

Article 14 - Superseding Clause

14.1 This Constitution repeals and supersedes all previous constitutions.

Article 15 - By-laws

15.1 Appended to this Constitution are a set of by-laws which may be adopted by Council as it sees fit, providing that such by-laws conform to the principles embodied in this Constitution.

15.2 Quorum for a motion to enact, amend, or rescind a by-law must be two-thirds of Council.

15.3 Passage of a motion to enact, amend, or rescind a by-law shall require a two-thirds majority vote of present Council members.

Article 16 - Amendments

16.1 Amendments may be proposed piecemeal by individual members of Council or as the product of the biennial constitutional review procedure mandated in Section 5.4.

16.2 Quorum for an amendment to this Constitution shall be three-fourths of Council.

16.3 This Constitution may only be amended by a three-fourths majority vote of present Council members.

Article 17 - Review

17.1 This Constitution shall be read by all members of Council before the first Council meeting of every school year.

Article 18 - Citation

18.1 The Constitution may be cited as the `ESA Constitution'.