Linguistics Student Union
CONSTITUTION
(as of Fall 2009)

I. Objectives

1. To promote and represent students’ interests within the Linguistics Department.
2. To provide social and recreational activities for the membership.
3. To undertake projects and activities to benefit the members.

II. Membership

Automatic membership in the Linguistics Student Union shall be extended to:

1. All declared majors, minors, and honours students in the department; and
2. All students who are currently enrolled in one or more courses offered by the department.

III. Executive

The responsibilities shall include:

1. Convening all general meetings, having ensured that an agenda has been prepared and that due notice has been given;
2. Ensuring that the directives of this constitution and decisions made by general meetings are carried out;
3. Maintaining communications between the union and other student unions, the SFSS, the department faculty, and other University organizations as needed.

➤ Chairperson:
Open to a maximum of two positions. Shall prepare agendas and conduct all executive or general meetings; is the ex-officio member of all committees within the union; has the mandate to oversee all activities within the union. The chair position is the only member of the executive body to hold powers of veto in amendments to the constitution or any legislation put forward.

➤ Secretary:
Shall record and keep minutes of all meetings; is responsible for the union’s correspondence; is responsible for sending out a copy of the minutes to SFSS.

➤ Treasurer:
Keeps a record of allocation of union funds; periodically checks and updates the union asset list; shall give an account of the union’s financial standing and make the record books open to the union or to the SFSS if requested to do so.

➤ Events Coordinator:
Has the responsibility to organize and produce events that would promote the goals of the Linguistics Student Union; is responsible for promoting the student union via the Internet.

➤ Webmaster:
Creates and maintains the union’s web page as directed by the executive body.
Faculty Representative:
Represents the student union at the faculty level; represents the views of students; communicates any changes at faculty level to students in the union.

IV. Meetings

1. The Linguistics Student Union quorum is a minimum of three (3) executive members.
2. At least one official meeting must be called per month. If assembling members is a difficulty, business can be conducted over electronic mail.
3. Union meetings should be well posted in advance using electronic mail, website, posters, etc.
4. Minutes shall be recorded for all meetings.
5. Minutes shall be sent to SFSS after every meeting.
6. If, at any time, no executive member is able to call a general meeting at the request of the membership, any member may do so providing proper notice is given.

V. Elections and by-elections

1. Terms for the Executive Team shall be for one (1) year, or until the first general meeting of the Fall semester.
2. An election will be held at least once per year.
3. The union’s elections will take place in the third week of the semester.
4. Submissions for candidate applications must be submitted by the second week of the semester.
5. Executive positions can be held by any student member of the union.
6. Votes may be cast by secret ballot or a simple show of hands. Majority vote wins. In case of a tie the chair casts the deciding vote, or the member with the least votes drops out and votes are recast.
7. If, for any reason, an executive position becomes vacant, a by-election for that position will be held. This is not required if less than one month is left before the next scheduled election; instead, a member may be appointed to the position by the Executive.
8. Any internal election should be reported to the SFSS Organizing office!

VI. Amendments

1. Notice of the proposed amendments to the constitution must be given at the meeting prior to the one in which they are to be discussed, or via email.
2. Amendments to this constitution require a minimum of two (2) members of the executive body.

VII. Dissolution

1. This union will be dissolved if a majority of quorum votes to do so, or if union attendance falls below SFSS standards.
2. In the event of the union’s dissolution, all union assets become property of the SFSS.