



Constitution

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Constitution

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Article I Introduction

This Constitution is the governing document for the representational student organization for the student body of Georgian College known as The Georgian College Students' Association.

Article II Vision

The Georgian College Students' Association will be a recognized and engaged executive council that promotes the rights of students, heightens student engagement, and enhances the quality of student life. We strive to prepare confident leaders of tomorrow, while respecting the diversity and strength of all. We will continuously assess, adapt, and grow to fit the needs of our increasingly diverse student body.

Article III GCSA Mission Statement

We advance the general welfare of all Georgian College students and to that end we:

- serve as a resource for students;
- serve as a resource for faculty and staff;
- act as liaisons to and from the student body and the College administration;
- remain a major source of information to and from the student body;
- recruit and develop student leaders within a professional culture to benefit the larger community;
- provide activities, services and programs that support the positive social engagement of students;
- are committed to safe, respectful and inclusive programs that recognize the dignity and worth of every person. Individuals have the right to study and work in an environment free from bullying, harassment and discrimination. GCSA upholds the position of the Ontario Human Rights Code which states that it is public policy in Ontario to recognize

the dignity and worth of every person and to provide for equal rights and opportunities without discrimination on certain prohibited grounds.

Article IV Authorization

The Georgian College Students' Association exists by the authority of the Georgian College Board of Governors and is subject to its control in all matters affecting the good name, the reputation, and the administrative efficiency of Georgian College.

Article V Definitions

GCSA Ancillary Fee is paid by the students (part time and full time) with their tuition and is entrusted to councils to provide those activities and services that the GCSA has committed to and/or organizes on behalf of the students.

GCSA Ancillary Fee-Paying Member refers to those students who are paying a non-reduced fee at the current rate.

Affiliated Institutions refers to any institutions that have students studying at Georgian in programs that may or may not pay ancillary fees.

Council refers to local campus executive body.

Members:

Board of Governor refers to the student representative(s) on the Board of Governors of Georgian College.

Directors refers to those students elected to represent through sitting on the councils' Boards of Directors.

Executives are GCSA members that consist of the councils' President and Vice Presidents. See Campus Bylaws for specific titles.

GCSA Ambassador refers to a hired position on the Barrie Campus.

GCSA Director refers to the elected representatives from the Orillia, South Georgian Bay, Orangeville, Midland, Owen Sound, and Muskoka campus locations.

Eligible Student refers to a Georgian College student who is in good standing academically, financially and pays GCSA Ancillary Fees.

Georgian College Students' Association (hereinafter may be referred to as the GCSA) is the governing organization for the student body of Georgian College. GCSA is comprised of all GCSA Members.

Proxy Voting is the ability for an Executive to cast their specific vote (in regard to a motion) through another Executive provided the motion is declared prior to the proxy vote being cast at a properly constituted meeting.

Proportional Block Voting is the structure to ensure that all campuses are able to cast all of their votes at SEC while ensuring that all voting members have equal say casting their campuses votes.

Good Standing refers to the status of a student when they are meeting the GCSA and College requirements academically, financially as well as through the College's Code of Conduct.

LUSU refers to the Lakehead University Student Union.

Primary Advisor refers to the staff member, Advisor or Manager whose primary role it is to assist and advise the GCSA and/or councils in day to day operations, services and activities.

SEC refers to the Students' Executive Council and is comprised of the GCSA Executive representing all Georgian College campuses.

Article VI **Scope**

- a) The GCSA is the official representative board for all students attending that pay full activity fees.
- b) In order to be considered members of the official SEC , all members for the campuses that they represent must have met the following criteria:
 - i) A fair and democratic election must have been held and widely advertised to students.
 - ii) A Georgian College staff or faculty member must be in place whose responsibilities include supporting, advising and training members.
 - iii) The Members, excluding GCSA Ambassadors and Directors, must be officially elected, acclaimed or appointed from and by the eligible student body from the campus they will be representing. Refer to Campus Bylaws.
 - iv) Job descriptions need to be in place prior to elections.
 - v) Members must be GCSA Ancillary Fee-paying students.
 - vi) Governing Campus By-laws shall be established.
- c) There are affiliated institutions that exist at Georgian and are recognized by GCSA.
 - i) Students representing affiliated institutions may vote on those fees to which they have contributed. LSU operates and is considered independent from GCSA.
 - ii) Any affiliated institution operates, and is considered, independent from GCSA.

Article VII **Statement of Purpose**

The purpose of the GCSA is:

- a) To act as the campus representative body for GCSA Ancillary Fee-paying students of the College.
- b) To recognize the central position of academic work in College.
- c) To assist in the enrichment of the lives and educational experience of the students through a variety of activities, facilities, publications, and services.
- d) To safeguard and be advocates for student rights while providing assistance, advice, and resources to the best of its ability.
- e) To maintain a democratic system of student government.
- f) To maintain financial policies, procedures and accurate records relating to the collection of activity fees and revenues in order to be accountable and transparent to the students of Georgian College campuses.

Article VIII **Constituents**

- a) Students who pay GCSA Ancillary Fees are considered Constituents of the organization and offered the rights and privileges as such.
- b) All GCSA Ancillary Fee-paying students will be permitted and encouraged to participate in the GCSA sponsored services and activities.
- c) All non- GCSA Ancillary Fee-paying students who wish to participate in the GCSA sponsored services and activities may be assessed a reasonable charge.

Article IX **Clubs and Associations**

- a) Councils may recognize clubs, provided that each club, prior to recognition or sanctioning shall submit a completed Club Application Package (available in the GCSA Office).
Sanctioned: Those clubs that meet the council guidelines (as outlined in Club Application Packages). These clubs are open to all GCSA Ancillary Fee-paying students, must adhere to all College policies and procedures and may be eligible for council funding.
Recognized: Those clubs that may not meet all GCSA and council guidelines. For example, they may restrict membership.
Academic: Those clubs that are established to represent the interests of a specific academic area. Upon consideration by the council, they may be considered for funding.
- b) Funding requests may be considered for initial set-up, re-start, or special projects to be reviewed after a proposal presentation is made to council.
- c) Failure to abide by the GCSA Constitution, GCSA Policies and Procedures, Campus by-laws, Club Constitution and/or College Policies and Procedures, may result in the removal of club privileges and/or members, up to and including, dissolution of the club.
- d) An individual student or group of students may act in the name of the GCSA only with the expressed written authority of the GCSA.
- e) It is the responsibility of clubs to secure a staff advisor. The advisor may be removed from their position by the club's executive or council and a new staff advisor named.
- f) Each club is responsible for keeping the council informed of its activities and status on campus and a report is required by the end of each year to maintain eligibility.

Article X **Members and Duties**

- a) All Association Members will be elected or acclaimed during an official GCSA election.
- b) The GCSA at Barrie, Owen Sound, and Orillia may differ but shall consist of no less than one President, who holds the responsibility for the overall direction and leadership of the GCSA as the Lead Executive Officer, one Vice President, whose duties include representing the President in their absence, reviewing the GCSA Constitution and GCSA Policies and Procedures and the coordinating of the election processes; and one Social/Activities Vice President, whose role it is to plan and coordinate GCSA activities that will utilize ancillary fees

to the benefit of the students. (See the Campus By-laws for full campus GCSA structure and job descriptions).

- c) The councils for the Midland, Muskoka, Orangeville, and South Georgian Bay campuses may have different positions elected to meet the needs of their constituents and will be elected in the fall semester for two semesters.
- d) The GCSA and councils must assume the responsibility for the safe and appropriate conduct of persons participating in the activities under its jurisdiction and take reasonable precautions to ensure good and safe conduct.
- e) The GCSA and councils must ensure that regular meetings are scheduled and properly documented. Barrie, Orillia, and Owen Sound may video record their meetings for transparency for all our students and to meet AODA requirements and may post the material to the Georgian website and/or student portal.
- f) The GCSA and councils must strive to support and participate in the communication process between the Board of Governors, student body, staff, faculty and College administrators.
- g) All Association Members are responsible to work as a team to identify and achieve the GCSA mission and vision.
- h) The GCSA and councils must allow and support the students' freedom of expression of student issues, concerns and suggestions.
- i) All Association Members shall conduct themselves in a professional manner and adhere to all College Policies and Procedures including Code of Conduct Policies.
- j) All Association Members must perform the duties pertaining to their respective positions as provided in the Campus By-laws.
- k) During their term of office, each Association Member shall maintain documents belonging to the GCSA and thereupon be responsible for their safekeeping.
- l) Each Association Member shall, at the conclusion of their term of office, deliver to their successor any and all GCSA documents in their possession and such successor shall thereupon be responsible for such documents.

l. Eligibility

- a) All GCSA members must be GCSA Ancillary Fee-paying students.
- b) A student that is no longer attending classes (cooperative semesters excluded) and not paying the GCSA Ancillary Fee is no longer eligible to hold office.
- c) All GCSA members must adhere to the College's Code of Conduct Policies and be in good standing with the GCSA and with the College. (Good standing means that the student is not on probation, suspended or under review for any prior offence within the College or in financial debt to the GCSA, council, or to the College).
- d) Academic standards:
 - i) The minimum academic standard for all GCSA members must achieve no less than a semester weighted average of 60% (for full-time students) with no more than one failure during the previous academic semester while attending classes. Association Members with less than four (4) courses per semester may have no failures.
 - ii) In the event that a member's academic performance does not comply with the GCSA's standards there is opportunity for academic redemption whereby the effected member, the

Council and the Primary Advisor agree on set terms. Set terms may include regular class attendance, tutoring, and the development of an academic contract and may include a period of probation or suspension (not to exceed the duration of the semester).

- iii) If the member does not meet the GCSA's minimum academic standard, by the end of the predetermined redemption period (not to exceed the duration of the semester) a motion to impeach may be forwarded.
- iv) Current members may run for re-election for their current position while redeeming academically, however the re-elected member shall not take office if they do not comply with GCSA's minimum academic standard; even if the member is not removed from office.
- v) Current members and non-GCSA members who do not meet the GCSA minimum standard shall not submit to be a candidate for a position they do not currently hold.
- e) The GCSA members must be available and on campus for a minimum of two (2) of three (3) academic semesters per term of office and be able to meet the requirements of the position.
- f) The GCSA members must be enrolled at the campus where they are representing during their term of office. (E.g. an Owen Sound student may not hold a position at the Orillia campus.) Students who have classes at more than one campus shall represent at the campus where the regular day classes take place. If classes are day classes at more than one location, the student has the option of choosing which campus they would like to represent.

II. Honourarium

- a) Honourariums may differ by campus. Performance Reviews will be required prior to receiving an honourarium (see the Campus By-laws for specific honourarium details).

III. Term of Office

- a) The GCSA Executive positions shall have a term of office, not to exceed, one year (twelve months). The terms may vary by campus for those positions elected in the spring general elections. There is an option for a longer term in the case that an elected successor begins their term early due to a position vacancy in the final semester of their term. Actual election dates may differ by campus. Refer to Campus By-laws for specific terms.
- b) The Student Board of Governor elections may be held in conjunction with the GCSA general elections.
- c) The Student Director positions (if applicable) are elected for an 8-month term in the fall semester (see the Campus By-laws for specific details).
- d) The GCSA Executives may not hold positions on the GCSA at the same time as an elected, voting position on S.A.A. (Students' Athletic Association), or Board of Governors.

IV. Conflict of Interest

- a) All Association Members shall, on all occasions, while holding office, refrain from a situation, opportunity, or benefit that is recognized as bringing personal gain to the representative.
- b) No member, including the chair, is entitled to vote upon any issue whereby the Association Members feel that the representative has a direct personal or monetary interest.

- c) No Association Member shall use information that is gained in the execution of the Association Member's position, and which is not available to the general public, to further or seek the Association Member's private interests.
- d) An Association Member shall not use their office to seek to influence a decision made by another person to further the member's private interest.
- e) Where an Association Member accepts a fee, gift, or personal benefit that is connected directly or indirectly with the performance of the Association Member's duties of office, the Association Member shall at the next meeting disclose such information, and indicate the nature of the fee, gift, or benefit, its source and the circumstances under which it was given and received.
- f) The resources of the GCSA office may not be used for personal gain.

Article XI **Removal from Office**

I. Removal from Office for Barrie, Orillia, and Owen Sound Campuses

- a) Any member of the GCSA may, for negligence, behavior not becoming of an Executive, or for dereliction of duties, be removed from office with a two-thirds vote by their council present at a properly constituted meeting of the council. The GCSA and/or council, in consultation with the Primary Advisor, and depending on the nature of the offence(s) may consider the following options for the member in question: impeachment, suspension or censure.
- b) A member's suspension may not extend past the last day of a semester.
- c) At the discretion of the council, an Executive may be removed from office if they do not maintain a semester weighted average of no less than 60% with no more than one failure, while carrying a full-time course load.
- d) Members who have less than four courses must have no failures and all members must carry a minimum of one credited course per semester in each of the 2 minimum academic semesters.
- e) Any person who has been removed from office and/or was unable to complete a full term of office shall be ineligible to run for or accept a position with the GCSA for a period of one year (twelve months) from the removal or resignation date.
- f) Every motion of impeachment shall be considered in camera unless the council, by a two-thirds vote, determines that consideration should be public.
- g) The Member to which a motion of impeachment, suspension or censure applies may make a statement and thereafter shall withdraw during the time the matter is in debate.
- h) The Member to which a motion of impeachment, suspension or censure applies shall not have a vote in relation to such motion, but still account for quorum.
- i) A vote to impeach, suspend or censure a GCSA executive shall be conducted by secret ballot.
- j) If any Member has demonstrated a repeated pattern of being late or absent, it is an option of the members to consider a motion of impeachment, suspension or censure. This includes training meetings and SEC conferences.

- k) A formal, written letter (drafted by the GCSA President or designate under advisement of the Primary Advisor) must be presented to any Association Member prior to any investigation stating grounds for review.
- l) Should any member of the GCSA be unable to perform the duties of the office, they will at once submit their resignation to the council President or to the Primary Advisor.
- m) Any Member may resign or give notice of intention to resign either personally in a meeting of the Association, or in writing. When it is determined that the written notification is genuine, the council shall declare such seat vacated (or that it shall become vacant on a specific date), as indicated in the written notification.
- n) The Member's resignation while a motion of impeachment, suspension or censure is pending, or while any investigation concerning that Member's conduct is pending may not be accepted.
- o) The GCSA shall not accept a Member's resignation if they have reason to believe that such Member was intimidated into signing it. In such a case, the GCSA shall request an investigation of the matter.
- p) If during the term of office, an Executive is impeached or resigns, a successor may be elected during a by-election to be held within the required amount of time. There may be an option to appoint a successor from the remaining Executive Members of the GCSA only if the vacancy occurs during the last semester of the term. An elected director may then fill the vacant GCSA position. See election regulations in the Campus By-laws for specific details.
- q) A GCSA member's normal duties may be suspended or altered when, at the recommendation of Campus Safety Services, it is deemed necessary in order to address safety related concerns and/or to facilitate the resolution of a complaint as outlined in Georgian College policies and procedures.
- r) Administrative Investigation
 - i) If a member is subject to an investigation, that member may be placed on administrative leave with pay for the duration of the investigation.
 - ii) Upon completion of the investigation a hearing will be conducted by the Primary Advisor and a GCSA Representative to prepare a report for council with a recommendation. After reviewing the report, council may vote to lift the suspension.

II. Removal from Office for Midland, Muskoka, Orangeville, and South Georgian Bay Campuses

Any issues pertaining to the performance of an executive at Midland, Muskoka, Orangeville, and South Georgian Bay Campuses will be dealt with by the Primary Advisor in consultation with the Campus Manager and student body where applicable.

Article XII Appeals of Censure

- a) Any member impeached, or suspended (hereafter named respondent), may request an appeal hearing within 48 hours of the censure; to do so, they must inform the Primary Advisor and/or council President.
- b) The Primary Advisor must deliver the censure in person and receive witnessed written acknowledgment of the censure's delivery.
- c) Appeal hearings shall be held within two (2) weeks of the request and the appeal board will be made up of two (2) Executives and two (2) GCSA Primary Advisors (not from the respondents' campus) and will be selected by council. The respondent may bring a person for support if desired.
- d) Appeal hearings will take place in a private location booked by the GCSA Primary Advisor
- e) The appeal process will be determined in collaboration with two (2) Executives and two (2) Primary advisors.
- f) The appeal board will review documentation and rationale for impeachment or suspension then ask the respondent for their point of view and for the reasons behind their appeal request. The appeal board may ask any questions they wish, if need be, they may halt the meeting to gather information.
- g) The respondent may present their closing statement and the appeal board may ask any final questions (making two rounds of questions in total).
- h) The respondent will exit the appeal hearing and be informed of the decision by letter within 48 hours by the Primary Advisor.
- i) The appeal board may uphold or overturn any impeachment or suspension; if overturned, it is the responsibility of the appeal board to provide new censure or sanctions. All decisions by the appeal board are final and many not be appealed again.

Article XIII Co-operative Semesters

- a) The GCSA or council may have an opportunity to make available paid co-operative positions for Members.
- b) The member will be paid as per the job description details. (See the Campus By-laws)
- c) Association Members may be required to apply for a co-operative placement. Applications are to be made to the GCSA Primary Advisor.
- d) Final approvals of the GCSA paid co-operative placements are determined by a selection committee with GCSA representation and under the advisement of the GCSA Primary Advisor. Should the co-op position, within the GCSA office, include more than 50 % of the same duties of the Association Member's portfolio, they will not be eligible to receive a co-op salary as well as a honourarium. Should the co-op include 50 % or less of the Member's portfolio responsibilities, they may be eligible for an honourarium after completing the requirements.

Article XIV**Executive Authority***I. Executive Authority for GCSA*

- a) Executive Authority is determined by the result of a forwarded motion voted upon by Council.
- b) Only elected members may be permitted voting privileges.
- c) To legislate Campus By-laws in accordance with the Constitution.
- d) To administer funds and all monies accruing to the council in accordance to the policies and procedures developed by the GCSA and the College (where applicable).
- e) All Executive members shall have equal voting rights within their respective campuses.
- f) To do all such things as are incidental or conducive to the attainment of the objectives of the GCSA.
- g) The GCSA, in conjunction with the GCSA Primary Advisors, and based on the Ministry of Training, Colleges and University's guidelines (Ancillary Fee Protocol), has the authority to set ancillary fees and must also approve all changes to Compulsory Ancillary Fees (i.e. Mandatory and Essential Fees such as Athletics and Recreation, Health and Counselling etc.). GCSA additionally approves ancillary fees for non-essential fees as identified by the MTCU, and program compulsory fees.
- h) Review and approve the annual Council budget by campus.
- i) Voting privileges are given only to elected or acclaimed members, excluding Board of Governors student representative.

I. Executive Authority for affiliated Institutions

- a) Affiliated Institutions have the authority to vote on all ancillary fees which they pay and transfer to GCSA or Council.
- b) These fees will be outlined and made clear at the onset of each SEC meeting.
- c) Affiliated institutions have the authority to vote on referendums which they would pay a fee towards or would be affected by.

Article XV**Primary Advisors**

- a) Advisors are given administrative authority, not executive authority.
- b) Each campus GCSA must have a minimum of one staff Primary Advisor.
- c) The Primary Advisor's role is to advise the members of the campus GCSA in regard to all issues of training, administration and operations.
- d) All GCSA Primary Advisors must be bondable.
- e) See Campus By-laws for Primary Advisor's roles and responsibilities.
- f) All GCSA Primary Advisors are required to follow all Policies and Procedures as set by the College (i.e. Code of Conduct/Policies and Procedures).

Article XVI**Meetings***I. Meetings at the Barrie, Orillia, and Owen Sound Campuses*

- a) All GCSA and Council meetings are to be open for all GCSA Ancillary Fee-paying students to attend; however, the GCSA retains the right to hold an in-camera session when confidentiality is a concern.
- b) All GCSA and council meeting minutes shall be made available to any GCSA Ancillary Fee-paying student of the College. Minutes formatting shall meet AODA standards, meeting minutes should be available in all formats requested by students; exception – confidentiality requirements, as determined by council.
- c) The Council will schedule and hold meetings as necessary and make every attempt to schedule the meetings at a regular time for consistency.
- d) During the fall and winter semesters, the maximum amount of time between council meetings must be no more than two (2) weeks and during the summer semester, meetings shall be held at least once per month.
- e) The council President or designate shall chair meetings.
- f) Quorum of 2/3 executives is required for business to occur.
- g) 50% plus 1 to pass motions.
- h) Those motions achieving equal voted for and against, will be deemed lost.
- i) Prior to the start of the meeting, any Executive, who is not able to be present for any voting business, may submit a proxy form to the Chair. All Association Members must be made aware of the proxy and the executive's intent for any voting matters shall be received in writing.
- j) Meetings shall follow Robert's Rules of Order.
- k) No person shall speak to a subject for more than ten minutes including when delivering a report, unless accepted by the council.
- l) The minutes of any proceedings of the GCSA or Council, including any documents tabled during such time, shall be deemed to have been expressly declared not public by the voting body of the meeting during any in camera session.

II. Meetings at the Midland, Muskoka, Orangeville, and South Georgian Bay Campuses

- a) For guidelines for meetings at the Midland, Muskoka, Orangeville and South Georgian Bay campuses, please refer to the individual campus By-laws.

Article XVII**Students' Executive Council (SEC)**

- a) The Student Board of Governors Representative (or designate) will chair SEC business meetings. The Chair must remain unbiased and does not receive a vote.
- b) SEC conferences and meetings will be held as deemed necessary. There shall be one SEC conference per semester.
- c) Meetings shall follow the Robert's Rules of Order unless otherwise voted upon by SEC.

- d) The host of the SEC conference will be alternated between Owen Sound, Orillia and Barrie.
- e) The costs related to the hosting of the SEC conference/meeting shall be shared between each campus GCSA. These costs will be split using the voting structure percentages (Barrie 46.5%, Orillia 33.5%, and Owen Sound 20.0%). The costs of the Board of Governors' student representative will be reimbursed by the Georgian College Board of Governors. The cost of Midland, Muskoka, Orangeville and South Georgian Bay attendees will be covered by each individual campus. The cost of affiliated institution attendees will be covered by each affiliated institution.
- f) Attendance at SEC conferences/meetings is a mandatory part of all SEC Members' responsibilities.
- g) Only elected or acclaimed members may be permitted voting privileges.
- h) Each campus GCSA will have an opportunity to submit agenda items and the final agenda will be drafted and circulated at least one week prior to the conference, by the host campus in coordination with the Board of Governors Representative.
- i) Voting structure when voting on fees that affiliated institutions contribute will be 7 votes for Barrie, 5 votes for Orillia, 3 votes for Owen Sound, maximum of 3 votes for affiliated institutions and 2 votes for the Midland, Muskoka, Orangeville and South Georgian Bay campuses combined.
- j) Affiliated institution votes will be determined by the following range: 1-100 students – 1 vote, 101-400 students – 2 votes, 401 and over students – 3 votes.
- k) Voting structure for all matters not involving affiliated institutions will be 7 votes for Barrie, 5 votes for Orillia, 3 votes for Owen Sound and 2 votes for the Midland, Muskoka, Orangeville and South Georgian Bay campuses combined.
- l) Campuses shall cast their votes in a block vote. In the event that a council's vote is not unanimous, that campus's SEC votes shall be proportioned in accordance to the voting results as a percentage. In the event of a tie, the uneven SEC vote shall be cast against the motion.

Barrie (7 Votes)		Orillia (5 Votes)		Owen Sound (3 Votes)		Regional Campus (2 Votes)	
Executives - 3 to 6 Voters		Executives - 3 to 6 Voters		Executives - 3 to 6 Voters		Executives - Up to 4	
(For/Against)	SEC Vote Allocation	(For/Against)	SEC Vote Allocation	(For/Against)	SEC Vote Allocation	(For/Against)	SEC Vote Allocation
6 Executive Voters	6/0	6 Executive Voters	6/0	6 Executive Voters	6/0	4 Executive Voters	4/0
	7/0		5/0		3/0		2/0
	5/1		5/1		4/1		3/1
	6/1		4/1		5/1		3/0
	4/2		4/2		2/1		2/2
	5/2		3/2		4/2		1/1
	3/3		3/3		2/3		1/3
	3/4		2/3		3/3		1/3
	2/4		2/4		2/4		0/4
	2/5		2/3		1/2		0/2
	1/5		1/4		1/5		
	1/6		0/5		0/6		
	0/6		0/6		0/3		
5 Executive Voters	5/0	5 Executive Voters	5/0	5 Executive Voters	5/0	3 Executive Voters	3/3
	7/0		5/0		3/0		2/0
	4/1		4/1		4/1		2/1
	6/1		4/1		2/1		1/1
	3/2		3/2		3/2		1/3
	4/3		3/2		2/1		1/1
	2/3		2/3		2/3		0/3
	3/4		2/3		1/2		0/2
	1/4		1/4		1/4		
	1/6		1/4		1/2		
	0/5		0/5		0/3		
4 Executive Voters	4/0	4 Executive Voters	4/0	4 Executive Voters	4/0	2 Executive Voters	2/0
	7/0		5/0		3/0		2/0
	3/1		4/1		3/1		1/1
	5/2		4/1		2/1		1/1
	2/2		2/2		2/2		0/2
	3/4		2/3		1/2		0/2
	1/3		1/3		1/3		
	2/5		1/4		1/2		
	0/4		0/4		0/4		
	0/7		0/5		0/3		
3 Executive Voters	3/0	3 Executive Voters	3/0	3 Executive Voters	3/0		
	7/0		5/0		3/0		
	2/1		3/2		2/1		
	5/2		2/3		2/1		
	1/2		1/2		1/2		
	2/5		0/3		0/3		
	0/3		0/3		0/3		

- m) Quorum of 2/3 Executive membership is required in order for business to occur. In person attendance is expected, but quorum can be met and votes can be cast via teleconference or video conference.
- n) 50% plus 1 to pass motions.
- o) Those motions achieving equal voted for and against, will be deemed lost.
- p) Students from any campus of Georgian College are welcome, at their expense, to attend the meetings of SEC.
- q) The SEC structure will remain until such time as the Georgian College Board of Governors and the GCSA approve the development of an additional student governing body (i.e. GCSA).
- r) Every attempt shall be made to schedule the upcoming SEC dates at the changeover conference.
- s) Barrie, Orillia, and Owen Sound are expected to have a minimum of three representatives in attendance at SEC. If a campus fails to meet that requirement they will forfeit the right to cast any SEC votes at that meeting but those in attendance shall count toward quorum.
- t) Regional campuses are expected to have a minimum two representatives combined in attendance. If one member attends, that member will be permitted one regional SEC vote

and the second regional SEC vote will be forfeited. If no regional members attend, both regional SEC votes are forfeited.

- u) Proxy voting is not allowed a SEC, but members can attend electronically. (See m)

Article XVIII **Committees**

- a) The GCSA may create committees to conduct such business, as the GCSA shall determine. (e.g. Winter Carnival, Elections, Diversity Week, Referendum)
- b) The GCSA shall appoint the Chair of each committee, who shall hold office at the discretion of the Association.
- c) Only GCSA Ancillary Fee paying members shall be granted voting privileges on committees.
- d) The Chair of every committee shall report to the GCSA or council when requested by the voting body.
- e) Every committee of the Association shall continue to serve until discharged by the GCSA or until the submission of a final report, or at the end of a term of office, whichever comes first.
- f) Unless otherwise specified by the Association, the President is an ex-officio non-voting member of every GCSA committee, but shall not be counted in any quorum.
- g) The Chair of the committee in all cases shall have a vote at their meetings.
- h) The size and membership of each committee shall be determined by the GCSA, or by other such person as the GCSA may authorize.

Article XIX **Elections**

- a) The GCSA general elections will begin in January to determine the representatives who will then assume their duties the following May 1.
- b) At an appropriate time, the GCSA President (or designate) will recommend to the Primary Advisor, with the approval of the GCSA, a Lead Returning Officer (LRO) who may chair an election committee.
- c) Any GCSA member running for a successive term on the Association may not sit as a member of the election committee.
- d) Midland, Muskoka, Orangeville and South Georgian Bay campus acclamations may take place during any semester.
- e) See the Campus By-laws for the specific Election Policies and Procedures for Members.
- f) If a position with voting privileges is to become vacant in summer or fall semester, a by-election shall be held. If a position becomes vacant in the winter semester see X, III, a.

Article XX **Referendum**

- a) A referendum is a general polling of the eligible student body to find out their opinion of an issue or question that affects them.
- b) Referenda can be called when the majority of the Executive and /or Board of Directors votes for conducting a referendum at a properly constituted meeting or a petition of support is received that contains the signatures of at least 10 % of the full time student enrollment.

- c) Referenda should only be held under the principle that any given referenda must benefit the entire membership and contribute to the development and growth of the student experience on campus.
- d) The following rules will be applied for the administration of referenda:
- e) Notice of an impending referendum shall be given to the student body no less than fourteen (14) days prior to the start of the referenda voting period. This notice must include:
 - a. The time, date, and location of the referendum.
 - b. The proposed resolution(s) for the referendum.
 - c. Any special resolution(s) to be considered in the referendum.
- f) Each question must be positively worded, so that the vote of “yes” signifies agreement with the initiative proposed, and a vote of “no” signifies disagreement with it.
- g) Referenda shall be conducted by secret ballot
- h) If the referendum refers to an external organization, the GCSA shall work with and respect the GCSA and the external organization’s By-laws, policies and procedures in relation to conducting of such a vote.
- i) The referendum questions must be approved by the GCSA Executive and/or Board of Directors.
- j) The Board of Directors and/or the GCSA Executive in consultation with the respective GCSA Advisor will appoint a Chief Returning Officer and will be responsible for organizing and conducting all aspects of the referenda.
- k) The questions to be decided by referenda must be published in all available campus media and posted on bulletin boards at least five (5) business days before the opening of the polls.
- l) The results of a referendum will only be upheld by the Board of Directors and/or the GCSA if there is 10% or more of the eligible voting members having cast a ballot.
- m) This minimum voter turnout may be increased by a majority vote by the Board of Directors and/or the GCSA but shall not exceed 30 %.
- n) The eligibility of the voters will be determined by the Board of Directors and/or the GCSA prior to establishing the referendum but may be determined by fees paid, year of study, academic program, full time or part time status, etc.
- o) In order to accept the results of the referendum, there would need to be 50 % plus one (1) majority achieved.
- p) As with the GCSA regular elections, there is an option for either regular paper ballots or online voting provided a confidential, secure and accessible system is in place.
- q) Results of the referendum will be published after the Board of Directors and /or the GCSA Executive have reviewed the results and determined that all requirements have been met. Results to be posted within 48 business hours and posted to all accessible means of student communication.

Article XXI

Finances

- a) The finances of each council are to be managed by the Primary Advisor in consultation with the President and shall be appropriated by Council.
- b) The GCSA funds may not be used to purchase or otherwise acquire real estate property.

- c) Any ancillary fee (including the GCSA Ancillary Fees) increases are determined at a properly constituted business meeting at SEC. Any fees that are campus specific are to be determined at a properly constituted meeting of the respective council.
- d) All ancillary fee changes must go through the ancillary proposal process.
- e) Members shall be responsible and accountable for those funds assigned or transferred to them, together with any self-generated funds or assets.
- f) The Executive will ensure that all financial records will be available for review and auditing purposes at the request of the College senior management or students.
- g) Each Council will ensure that financial information is posted as a link on the College web site and/or student portal and updated annually.
- h) All equipment purchased or otherwise acquired, and any proceeds there-from shall be held on behalf of the students of the College.
- i) It is the responsibility of the GCSA to administer funds and all monies accruing to the GCSA in accordance with all of the policies and procedures developed by the GCSA and the College.
- j) End of fiscal year will be in accordance with the College's year-end of March 31.
- k) The GCSA (its Members and Staff) will adhere to all GCSA and College Financial Policies and Procedures.
- l) Any fees that are campus specific are to be determined at a properly constituted meeting of the respective GCSA.

Article XXII GCSA Business Operations

- a) With advisement from the GCSA Advisor and/or the Manager or Director of Student Life, The GCSA may develop, support, and/or fund the operation of a new or existing GCSA business operation.
- b) The GCSA has a responsibility to protect and work in the best interests of the existing GCSA business operations.
- c) The Association shall have the opportunity to discuss questions, suggestions and concerns of the various GCSA business operations, and it is the GCSA President (or designate) who shall be responsible to take such issues to the GCSA Advisor and/or the Manager or Director of Student Life, or appropriate Senior Manager.
- d) There shall be student representation from the GCSA Executive (or designate) on each selection committee to replace any non-student, staff positions within the Student Life Department.
- e) It is the responsibility of the GCSA, in conjunction with the GCSA Advisor and/or the Manager or Director of Student Life, to receive and review funding proposals from the GCSA business operations where there are to be non-budgeted expenses incurred (capital expansions or substantial changes to the business operations).

Article XXIII **Constitution and By-laws**

- a) The Constitution Review Committee shall be made up of at least one member from all GCSA member campuses as well as the GCSA Advisor from each campus. This committee shall meet at least once per year to discuss the Constitution and whether any changes need to be submitted to the SEC business meeting.
- b) Any recommended additions, amendments, or revocation to the Constitution must be brought to the business meeting of the SEC conference.
- c) Changes may be made only once per year and must be passed with a majority vote with at least two thirds of all the GCSA executive present.
- d) The recommended changes to the Constitution must be posted at each campus for no less than two (2) weeks, prior to as well as two (2) weeks after the SEC business meeting.
- e) The GCSA may establish, amend or repeal Campus By-laws, once annually, as determined by the GCSA, providing such changes do not conflict with the Constitution.
- f) All full activity fee paying students shall have access to all public documents of the GCSA and the GCSA is responsible for the maintenance of any and all records in such a way that they are accessible.
- g) All Campus By-laws and the GCSA Constitution, as well as those of the various clubs and associations with GCSA, shall be kept on file at the respective GCSA offices as well as being posted on all GCSA websites.
- h) The GCSA must provide, upon request and within a reasonable amount of time, photocopies of the requested public documents of the GCSA. There will be no copy charge for any reasonable request for such documents. An electronic version is to be made available on a publically accessible website.
- i) Each of the following shall be considered a public document:
 - a. The Constitution;
 - b. Campus By-laws (including any amendments thereto);
 - c. Minutes of each meeting of the GCSA unless the GCSA has expressly declared a particular document, or part thereof, not to be public;
 - d. The GCSA Operating Budget, and
 - e. Any other document the GCSA deems fit to declare a public document.
 - f. LSU constitution.

Article XXIV **Dissolution**

- a) The GCSA, as an unincorporated organization, must receive written authority from the College's Board of Governors in order to change the official name.
- b) Upon the dissolution of the GCSA, all assets and liabilities shall become the responsibility of the College Board of Governors with the exception of a transfer to a new organization/corporation as approved by the Board of Governors.

Article XXV Interpretation

- a) Campus GCSA refers to all elected positions representing the GCSA including the executive members and any other approved positions as per Campus By-laws.
- b) In this Constitution and the Campus By-laws pursuant to the same, unless the context otherwise requires, words importing the singular number or masculine gender shall include the plural number and the feminine gender as the case may be, or vice versa.
- c) Reference to persons shall also include firms and corporation, where applicable.

Approval of the GCSA Presidents

Dated this 15th day of June, 2019

Signatures:

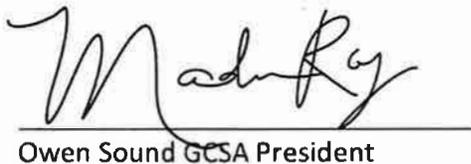
Names:


Barrie GCSA President

Bradley Norton
Barrie GCSA President


Orillia GCSA President

Rhett Harrison
Orillia GCSA President


Owen Sound GCSA President

Madison Roy
Owen Sound GCSA President

Regional Campus Executive

Regional Campus Executive