Sociology and Anthropology Student Union

CONSTITUTION

I. Name
The name of the union shall be the Sociology and Anthropology Student Union (SASU)

II. Objectives
1. To seek to promote student interest within the SA Department. 2. To stimulate social and political enquiry and analysis. 3. To provide an organized body through which SA students may actively participate in University affairs.

III. Membership
1. Automatic membership shall be extended to:
   a. All declared majors, honours, and minors students in the SA Department;
   b. All students who are currently enrolled in one or more courses offered by the SA Department.

IV. Organization
1. Committees
   There shall be the following committees:
   a. Student Representatives Committee (also known as “The Executive Team”)
      i. Members shall represent student interests at department meetings, on departmental committees, and on the SFSS Student Forum.
      ii. Student Representatives shall be concerned with student grievances and shall take appropriate action in this area.
      iii. All members shall be elected by the general membership.
   b. All other committees (e.g. Communications Committee, Activities Committee, Resources Committee, Steering Committee, events committees, etc.) shall be formed in accordance to need and availability of volunteer members. All special committees shall follow the rules outlined below:
      i. Functions, limitations, etc. shall be outlined by the Executive Team at a quorate meeting;
      ii. Members shall be elected by the general membership at a quorate meeting;
      iii. A committee chair shall also be elected by the general membership who shall be responsible for calling, organizing, and keeping record of any communications and minutes of special committee meetings, as well as reporting and answering to the Executive Team for final votes on any decisions suggested by the special committee.
2. Officers
There shall be the following officers of the Union:

a. President
b. Vice President
c. Secretary
d. Treasurer
e. Two (2) Signing Officers
f. Six (6) Student Union Departmental Representatives:
   i. Two (2) Department Representatives
   ii. Undergraduate Curriculum Committee representative
   iii. Sessional Appointments Committee Representative
   iv. SFSS Council Representative
   v. FASS Representative
   g. Three (3) Communications Coordinators
      i. Social media coordinator
      ii. Webmaster
      iii. Newsletter distributor
   h. Up to three (3) members at large

3. The powers and duties of the officers shall be;

a. President:
   i. To prepare agendas, keep a speaker’s list, and chair all meetings of the Union, and coordinate activities of the union.
   ii. To ensure that the requirements of the Constitution and the decisions of the Union are carried out.
   iii. To represent the Union and to, whenever possible, stand in for any committee representative where a representative has not been elected, or cannot attend to their duties. These responsibilities shall be retained by the elected Chair in cases where the Union has adopted a practice of rotating meeting chairing responsibilities amongst its general membership.
   iv. To ensure that Departmental Committee Representatives report back to the membership.

b. Vice President:
   i. To prepare a facilitation process, act as facilitator during all meetings of the Union, and to contest the Presidential motive.
ii. To carry out Presidential duties if the President is not present or able.

iii. To assist in the Presidential commitments to the student body and the Union.

b. Treasurer:

i. To maintain all financial records of the union, make regular reports to the membership concerning all funds received and spent by the union, and prepare* and maintain a budget. This budget shall be presented for ratification at the first general meeting of each semester.

* In the event that the Treasurer position is not filled at the beginning of the semester, the Steering Committee shall review all accounts and compile a budget to be ratified at the first general meeting.

ii. To be a signing officer for the union.

iii. To be a liaison between the union and all sources of funding for the union.

c. Secretary:

i. To maintain the minutes and any other records of the meetings of the union.

ii. To maintain a record of all correspondence of the union.

d. Signing Officers:

i. In addition to the Treasurer, the general members shall elect two persons to serve as signing officers. All cheques drawn on the account of the union must be signed by the Treasurer and one other signing officer.

ii. If no signing officers are elected at the beginning of the semester, then any elected member of the executive team, excluding the Treasurer, can temporarily act as a signing officer, so long as this appointment is made by majority vote at a quorate meeting.

e. Student Union Departmental Representatives:

i. To regularly attend all meetings of the departmental committee to which they have been elected.

ii. To keep the membership well informed concerning the business of the departmental committee to which they have been elected.

iii. With the direction of the membership, to seek to promote the best interest of the members of the union.

f. Communications Coordinator

i. To serve as a spokesperson for the Union and invite new members to participate through regular classroom visits and announcements.

ii. To ensure that events are promoted in advance through whichever medium is designated under each position.
iii. In the event that the following communications positions are not filled, the Union will strive to appoint another executive member to do the tasks described, until the position may be officially filled by vote at a quorate meeting.

iv. The social media coordinator shall be responsible for the following:
   a. The maintenance of any social media platform currently used by the Union, including any groups, pages, and feeds. This includes the moderation of comments, posts, and other activities made by members. In the case that moderation is required for content of such an inflammatory or offensive nature as to run counter to the stated goals and principles of the Union, the social media officer shall in good faith remove such content from Union affiliated social media.
   b. To post at least once a week on each active platform. Such posts may include photos of union activities, events sponsored by the union or are otherwise beneficial to the SA student body, and articles, blog posts, videos, memes, etc. of a general sociological or anthropological nature.

v. The webmaster shall be responsible for the following:
   a. Maintenance of the Union’s website, including posting photos of Union activities, posting information about upcoming meetings and events, and the update of the general aesthetic experience of the site.

vi. The newsletter distributor shall be responsible for the following:
   a. To compile a list of events relevant to the SA student body. The Chair or Vice Chair may forward such event information to the Newsletter Distributor from time to time, but it will be the responsibility of the Distributor to keep track of such events and include them in the most time relevant newsletter.
   b. To once a month format and distribute the Union newsletter to all students currently on the mailing list.
   c. To craft and format a welcome newsletter at the beginning of each semester that shall detail the dates of Clubs Days, Union elections, AGMs, etc. This newsletter shall be reviewed by the Union, before being sent to the Academic Advisor to be forwarded to all current SA students.

V. Meetings

1. Frequency of meetings
   a. There shall be at least four regular general meetings during each semester.
   b. Special general meetings may be convened at any time by the Steering Committee.
c. Committees shall meet as often as is necessary to carry out their responsibilities.

2. Convening Procedure for General Meetings
a. The members of the Student Union shall be given a minimum of two (2) workings days’ notice of each general meeting, and five (5) working days’ notice for Annual General Meetings.

b. Notice for all general meetings must consist of a Facebook post, website update, and SASU newsletter announcement. Announcements can further be made in the University student newspaper, on posters in or near the Department, and on pre-prepared graphics for use in slideshows with consenting professors. All executives shall announce election dates in their classes if given permission from their professors.

c. Notice shall contain particulars concerning time and place, and where applicable shall contain a copy of the proposed agenda.

d. The Communications Committee, in conjunction with the Steering Committee shall be responsible for the posting of general meeting notices.

3. Special General Meetings
a. Special general meetings of the Student Union may be convened by the resolution of a majority of the members of the Steering Committee.

b. The Steering Committee must convene a special general meeting upon being presented with a petition containing the signatures of the number of student union members required by this constitution to establish quorum for a general meeting.

c. The notice required for special general meetings shall be as specified in this constitution in section V. 2.

4. Quorum
a. Quorum for all general meetings shall be four (4) members for meeting held each semester (Fall, Spring, and Summer).*

* Quorum can be contested if the Union consists of three (3) or fewer members, see V.6

b. Quorum for all standing committees shall be a majority of the members of the committee.

5. Eligibility

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a. All meetings of the Student Union, including committee meetings, shall be open to any member of the Union.

6. Voting

a. Each member of the Student Union shall be entitled to one vote.
b. Voting shall be by a show of hands unless the general meeting determines that an alternative method is to be used.

c. All decisions made in meetings of the Student Union shall be determined by a simple majority of those present and voting, except where this Constitution requires a greater majority.

VI. Elections

1. Term of Office
   a. The term of office for all elected positions in the Student Union shall be one semester term (Fall, Spring, & Summer), terminating at the first general meeting of the following semester.

2. Time of Elections
   a. Officers of the Union shall be elected as soon as possible at the beginning of each semester, within one month of the first day of classes.

3. Method of Voting
   a. The method of voting shall be determined by a resolution of the members at the first general meeting.

4. Eligibility
   a. Any member of the Union is eligible to be nominated for any elected position.
   b. No member may hold more than one elected position at any one time unless permitted to do so by the members due to lack of membership availability. *See VI.6

5. Notice of Elections and Nominations
   a. Elections must be announced in the notice of the general meeting at which the election is to occur. The notice required shall be as stipulated in this Constitution in section V. 2.
   
   b. Wherein a position is contested between two or more nominees, the minimum period for any nomination shall be one week. If no such contest exists, no nomination period is required by the Union.*

   *Unless otherwise decided by the members

   c. Notice of the opening of nominations shall be announced to the members of SASU in their classes, and by the displaying of appropriate signs and posters in and around SA classes and the department office along with the SASU website, newsletter, and any active social media platforms.

6. Vacancies
   a. In the event that a vacancy occurs in one or more offices of the Union, the positions may be filled by appointment by the Steering Committee. Such
appointments shall hold office until the next general meeting at which time the position shall be filled by election.

b. Notice for by-elections shall be as specified in this constitution in section V.2.

7. Recall

a. Officers of the union may be removed from office by a 2/3rds majority vote of the members present and voting at a general meeting.

b. Proposed recall(s) must be announced in the notice of the general meeting in which the recall(s) motion is to be considered, and the length of notice required shall be as stipulated in Section V. 2-a of this Constitution.

8. Failure to comply with article VI. 2 shall not invalidate the elections.

VII. Amendments

1. This constitution may be amended only by extraordinary resolution of the Student Union. An extraordinary resolution amending the constitution shall require a two-thirds majority of the members who are present, and who vote in a quorate meeting considering a proposed amendment(s).

2. Notice of a proposed amendment shall be in accordance with section V. 2 of this constitution.

VIII. Dissolution

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1. This article shall not be altered except with the prior written consent of the Simon Fraser Student Society.

2. In the event that the Union becomes inactive, all assets of the Union revert to the Simon Fraser Student Society, to be held in trust for a minimum period of two years. For the purpose of this article, the Student Union shall have be deemed inactive if the membership does not hold the minimum number of quorate general meetings as required by this constitution for two consecutive semesters.

3. If the Union is regenerated to represent the interests of students within the Program/Department/School during this period, the trust shall be dissolved and all assets shall be at the direct disposal of the Union.

4. If the trust has not been dissolved after two years, the Simon Fraser Student Society may dispose of or redistribute the assets as it sees fit.

IX. Ratification and Amendments

1. This constitution was ratified in 1995


3. Amendment – V. 4a. ratified October 11, 1996

4. Amendment – IV. 2e. ratified February 1, 1999

5. Amendment – VIII. Dissolution added June 16, 2004
6. Keyed in June 16, 2004

7. Amendment – IV.2a, IV.2b, IV.3a, IV.3b, V.1a, V.2b, V.4a, VI.1a, and VI.4b VI.5b ratified June 14, 2016

8. Amendment - IIIc, IV.1a, IV.2f, IV.2g, IV.3iii, IV.3b, IV.3d, IV.3f, V.2a, VI.1a, VI.5b, VI.1c, VI.6b ratified 2018.

9. Amendment – IV2h, IV3g.

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