

Manitoba's Ukrainian Canadian Student Society Constitution

Amended the 25th of October 2018



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Article I – Name

The name of this organization shall be Manitoba's Ukrainian Canadian Students' Society, hereafter referred to as "MUCSS". Cette organization tombera sous le nom << Société d'Etudiants Ukrainienne Canadienne du Manitoba >>. Манітобське Суспільство Українсько-Канадійських Студентів “МСУКС”.

Article II – Purpose

MUCSS’s purpose shall be to connect and build relationships within our community and represent the Ukrainian-Canadian students in Manitoba. Our mandate is to promote the Ukrainian-Canadian culture through education of past and present issues, while celebrating our current community through social events.

Article III – Membership

Section 1

Membership to MUCSS is open to all undergraduate and graduate students at the University of Manitoba, who are interested in the Ukrainian-Canadian culture.

Section 2

Membership will be granted upon received written request or signing during a membership drive. All members of MUCSS that are in good standing have voting privileges in general meetings. Members may withdraw their membership at any time by giving proper notification to executive. Memberships for MUCSS will last for the academic year, from September to May.

Article IV – Procedures

Section 1

MUCSS shall fulfill the mandates and objectives described in the preamble of this constitution.

Section 2

Annual election will be held in the month of April. All elected positions are active from inception to the following April elections. Once elected, signing privileges must be transferred to the new executive. The new elected MUCSS executive shall assume their responsibilities at the conclusion of the annual elections until the subsequent year (or their removal).

Section 3

MUCSS will follow all bylaws, policies, and procedures in the University of Manitoba Students' Union (UMSU) Student Clubs document.

Article V - Officers (Roles of the Executive)

All officers of Manitoba's Ukrainian Canadian Students Society will work together to insure that all responsibilities of the executive roles are fulfilled. Certain members of the executive have financial signing privileges (all decisions in terms of finances must be approved through majority consent of the officers)

1. The **President's** responsibilities are:

- a) Oversee and participate in all activities of MUCSS,
- b) Participation and management of the association in all affairs,
- c) Represent MUCSS in all matters pertaining to the student body of post-secondary institutes,

- d) Represent MUCSS in all matters pertaining to the Ukrainian Canadian community outside of post-secondary institutes within Manitoba.
- e) To be the official representative of MUCSS outside of the Province of Manitoba - whether that be throughout Canada, or globally (through involvement with organizations such as SUSK)
- f) To create relationships everywhere which insure the promotion of the endeavors of MUCSS.
- g) Responsible for submitting all necessary documents to the Students' Union of the University of Manitoba.
- h) To keep minutes at all formalized MUCSS executive meetings and make them available to members

2. The roles of the **Vice-President Internal** are:

- a) To assist the President in fulfilling all endeavors of MUCSS.
- b) To help coordinate, organize, and maintain contact with all members of MUCSS.
- c) To help organize and plan events for MUCSS.
- d) Promote MUCSS within the University of Manitoba
- e) To promote the Centre for Ukrainian Canadian Studies (CUCS) and St. Andrew's College
- f) To help all understand the MUCSS constitutions, and making the constitution available to all.

3. The roles of the **Vice-President External** are:

- a) To assist the President in fulfilling all endeavors of MUCSS.
- b) To help coordinate, organize, and maintain contact with all members of MUCSS.
- c) To help organize and plan events for MUCSS.
- d) Promote MUCSS in the larger community and network and build relationships with current Ukrainian organizations within Manitoba (such as dance groups, church organizations, youth groups, etc.)

- e) Promote and build relationships with current Ukrainian organizations outside of Manitoba (such as SUSK, national organizations, etc)
4. The roles of the **Treasurer** are:
- a) To help organize the MUCSS funds. Keeping records accurate while using generally accepted accounting principles.
 - b) To help coordinate various activities and help with financial matters for these activities (help set a budget).
 - c) Responsible for helping coordinate fundraising activities.
 - d) Help MUCSS in subsidy and grant applications.
5. The roles of the **Media Director(s)** are:
- a) Responsible for a functioning MUCSS Facebook, Instagram and Twitter page.
With weekly posts regarding
 - 1. Upcoming MUCSS events,
 - 2. St. Andrew's functions
 - 3. Other events and opportunities within the Ukrainian community
 - 4. Fun facts about MUCSS or the Ukrainian community and culture
 - b) Keep students informed about the events going on within MUCSS.
 - c) Responsible for promotion of MUCSS through posters, tabling, and social media.
6. The roles of the **Advisor/St. Andrew's Representative** are:
- a) Responsible for guidance and advice in all matter relating to MUCSS.
 - b) To help organize all endeavors that MUCSS undertakes.
 - c) To help promote MUCSS within St. Andrew's College
 - d) Represent and promote St. Andrew's College within MUCSS

Article VI - Electing, Promoting, and Removing Officers

Section 1

All MUCSS members may run for any executive position when elections are held under the following terms.

1. Elections are only to be held at general meetings, during an election period chosen by the existing executive.
2. Elections are only to occur to fill a vacant position on the executive or due to the majority being in favor of changing the executive (or an individual position in the executive).
3. Any member may run for the election to MUCSS executive, if that member is in good standing with the society;
4. Has been involved in the Ukrainian Canadian community;
5. A current student at the University of Manitoba

Section 2

To be promoted to a vacant position on the executive, an officer can be appointed (by the approval of the majority of the executive) or the matter can be put to a vote.

Section 3

Grounds for impeachment shall consist of any action of any member that contravenes this constitution, the Code of Conduct of the University of Manitoba, or any municipal, provincial, or federal laws.

Any officer of the executive can be impeached from office when:

1. Half (1/2) of the members of MUCSS in good standing call for a special meeting when there is a request submitted to the executive.
2. Two third (2/3) of the members vote in favor of removal.
3. Prior to a vote of expulsion the concerned member has an opportunity to speak on their behalf.

Article VII - Executive Meetings

Section 1

All executive meetings will be called with at least two (2) days notice to the date. Contacting executive officers will be through email, text, or by phone. There should be at least a quarterly meeting.

Section 2

Each meeting will have an agenda made available to all executive members before the beginning of each meeting. The meeting will be chaired by the President, or Vice-President(s).

Section 3

Quorum for executive meetings shall be at least 75 percent of the executive present to make a decision. Quorum for general meetings shall be at least percent of all members to make a decision. When less than 51 percent of members are present, the meeting shall commence one half hour after the previously established starting time, with those present constituting a quorum.

Article VIII - Amendments to the Constitution

Section 1

A written copy of all proposed amendment(s) shall be submitted to all members no later than 2 days prior to the convening of a MUCSS general meeting.

Section 2

Constitutional amendments may be proposed at any time. All members of MUCSS have the right to review any proposed amendments.

Section 3

All members of MUCSS have the right to review proposed amendments. The executive will review any proposed amendments and will vote to recommend or not recommend the amendment to the membership. Constitutional amendments can only take place and be voted on at meetings.