

Students' Representative Council

January 17, 2025 @ 6:30 pm

SU Boardroom & MS Teams



1 Land Recognition

The MSVUSU acknowledges that we are in Mi'kma'ki, the traditional territory of Mi'kmaq people.

2 Attendance Roll Call

3 Call to Order

4 Approval of the Agenda

01/17/2025:SRC0_ Motion

Be it resolved that the meeting agenda be adopted as distributed/amended.

5 Approval of Minutes

01/17/2025:SRC0_ Motion

Be it resolved that the minutes for the SRC meeting on 11/29/2024 be adopted as distributed/amended.

New Business

6 Community Project Fund (C. Cameron)

7 In-Camera

8 Reports

8.1 Executives

8.2 Committees

8.3 Caucuses

9 Scheduling Winter 2025 Meetings

10 Adjournment

01/17/2025:SRC0_ Motion

Be it resolved that the meeting be adjourned at ____ pm.

Students' Representative Council

November 29, 2024 @ 6:00 pm

SU Boardroom & MS Teams



1 Land Recognition

The MSVUSU acknowledges that we are in Mi'kma'ki, the traditional territory of Mi'kmaq people.

2 Attendance Roll Call

Attendees: Carson Cameron, President; Koen Schlieff, Professional Studies Representative; Jasmeet Singh, Vice President Communications; Simranpreet Kaur, Vice President Research and Graduate Affairs; Jackson MacIntyre, Residence Representative; Juliana Fanning, Gender Advocacy Representative; Meghna Minocha, Arts Representative; Armaan Kush, First Year Representative; Marie-Dominique, BIPOC Representative; Nola Sam, Chief Financial Officer; Grace MacInnis, Vice President Student Life; Diana Hazelton, Science Representative; Lauren Petrie, Guest; Jaclyn Bourque, Guest; Rebekah Holden, Guest; Maia Motapanyane, Guest

Regrets: Anu Damodaran, Mature Students' Representative; August Duquette, Vice President Advocacy and Undergraduate Student Affairs; Jessie Taylor, 2SLGBTQIA+ Representative

Absentees: Devora Goldberg, Board of Governors Representative; Batoul Nour, International Student Representative; Agam Vikram Sharma, Accessibility Representative

3 Call to Order

At 6:08 pm.

4 Approval of the Agenda

11/29/2024:SRC01 Motion

Be it resolved that the meeting agenda be adopted as distributed.

Professional Studies Representative/Vice President Communications

Carried Unanimously

5 Approval of Minutes

11/29/2024:SRC02 Motion

Be it resolved that the minutes for the SRC meeting on 10/25/2024 be adopted as distributed.

Residence Representative/Vice President Student Life

Carried Unanimously

New Business

6 Society Ratification (J. Singh)

11/29/2024:SRC03 Motion

Be it resolved that Mount Saint Vincent University Public Relations and Communications Society be ratified for the academic year 2024-2025.

Vice President Communications/ Professional Studies Representative

Carried Unanimously

11/29/2024:SRC04 Motion

Be it resolved that Mount Saint Vincent University Pre-Med Society be ratified for the academic year 2024-2025.

Vice President Communications/Gender Advocacy Representative

Carried Unanimously

7 Elections Coordinator Honorarium

11/29/2024:SRC05 Motion

Be it resolved that Student Representative Council recommends to the Executive Committee to increase the Elections Coordinator honorarium to \$1200 for the General Elections 2025.

Professional Studies Representative/Vice President Communications

Carried Unanimously

8 Holiday Travel Bursary (C. Cameron)

Item for discussion and feedback.

9 Engagement Plan: Food Security Lecture Series (C. Cameron)

Item for discussion and feedback.

10 Financial Statements for Audit Year 2021/22 (N. Sam)

11/29/2024:SRC06 Motion

Be it resolved that the financial statements for the year ending April 30, 2022 be approved.

Residence Representative/Gender Advocacy Representative

Carried Unanimously

11 Senate Appointment (J. Singh)

11/29/2024:SRC07 Motion

Be it resolved that the Science Representative be appointed to Senate subject to Education Representative being appointed and term ending April 30, 2025.

Vice President Communications/Residence Representative

Carried Unanimously

12 In-Camera Session

11/29/2024:SRC08 Motion

Be it resolved that the Students' Representative Council move into in-camera session with Chief Financial Officer.

Unanimous Consent

11/29/2024:SRC09 Motion

Be it resolved that the Students' Representative Council move into in-camera session.

Unanimous Consent

13 SAGM Time & Location

SAGM will take place at 6:30 pm in SU Boardroom and online via Microsoft Teams.

14 Scheduling Next Meeting

There will be a pro forma session. Next meeting will take place on January 17, 2025 at 6:30 pm.

15 Adjournment

11/29/2024:SRC10 Motion

Be it resolved that the meeting be adjourned at 8:13 pm.



FINANCIAL MANAGEMENT SOCIETY (MSVU-FMS)

OFFICIAL CONSTITUTION & CONTRACTS

ACADEMIC YEAR: 2024-2025

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Official Financial Management Society Constitution

Article I: Name

1.0 The name of this organization shall be the Mount Saint Vincent University Financial Management Society and shall hereinafter be called the FMS.

Article II: Objectives

2.0 The purpose of the Financial Management Society shall be to provide opportunities and plan events for students to learn and engage in the field of finance management and finance.

2.1 The events and opportunities planned by the Mount Saint Vincent University Financial Management Society shall have educational value, social value, and a personal development component.

2.2 The society will provide a collaborative environment for students to develop financial and analytical skills.

2.3 The society aims to promote responsible and ethical investment practices.

Article III: Membership

3.0 All Mount Saint Vincent University students, regardless of sex, age, ethnic origin, religion, physical/mental disabilities, sexual or political affiliation are eligible to become members of the FMS.

3.1 All registered students in the Department of Business and Tourism and Hospitality Management are given preference when applying to Financial Management Society.

Article IV: Membership Fees or Dues

1.0 There are no membership fees or dues

Article V: Executive Officers

1.0 Management of the general membership and all standing committees shall be conducted by the executive committee.

2.0 The Executive committee shall consist of the following positions:

- President (CEO)
- Treasurer (CFO)
- Vice President of Operations (COO)
- Vice President of Education (CIO)
- Vice President of Administration (CAO)
- Vice President of Marketing (CMO)

Non-Executive Positions:

- Faculty Advisor (non-elected person)
- Member at Large (General)

Article VI: Duties of the Members

President (CEO)

- To create a path and lead the society and its members towards success, in all senses of the word, by promoting a culture of competence and care.
- Serve as chief executive officer of the MSVU Financial Management Society.
- Chair both the Executive Committee and all general meetings.
- Oversee planning of events to align.
- Provide leadership and motivation within the group.
- Enforce and uphold the constitution.

Treasurer (CFO)

- Responsible for recording all revenues collected and expenses incurred.
- Responsible for accurately representing the financial position of the FMS.
- Act as a signing officer for the FMS funds.
- Keep track of the investments the society has and account for them at the beginning and end of the two academic periods utilizing an unrealized gains and losses system.
- Not limited to other responsibilities in order to fulfill the society's objectives.

Vice President of Operations (COO)

- Manage the planning and implementation of all FMS events on and off campus.
- Schedule meetings for the society as per request.
- Ensure the effective record of all events that took place throughout the academic year, such as networking events, guest speakers, etc.
- Work closely with the VP of Education to retain and maximize the influence of the FMS.
- Not limited to other responsibilities in order to fulfill the society's objectives.

Vice President of Education (CIO)

- Stay up to date with the latest market trends and be financially literate to where they can serve as a vessel to our following, conveying accurate and truthful information through our social media platforms.
- Work closely with the VP of Operations and VP of Marketing.
- Not limited to other responsibilities in order to fulfill the society's objectives.

Vice President of Administration (CAO)

- To record all relevant information related to the society throughout the academic year, such as meeting minutes, events hosted, impeachment of officers, partnerships with other societies or professional centers, etc.
- Not limited to other responsibilities in order to fulfill the society's objectives.

Vice President of Marketing (CMO)

- Responsible for designing and distributing any marketing material.

- Manage all social media platforms on behalf of the FMS.
- Not limited to other responsibilities in order to fulfill the society's objectives.

Faculty Advisor (Non-elected person)

- Service as council to the executive committee.
- Vote on Executive Committee issues only to break voting deadlocks and in FMS elections.
- Liaise between the FMS and the Department of Business and Tourism and Hospitality Management.

Member at Large (General)

- Aid in the completion of tasks as directed by the executive committee. To help the society with non-executive activities, but not limited to them.

Article VII: Elections

1. An election for Executive Committee members shall take place before the last day of the academic year (April)
2. The majority of all Executive Committee positions shall be filled at this time.
3. Any Executive Committee positions unfilled shall be filled in the first meeting after the September FMS meeting
4. All members of the FMS shall be informed of the date for the election of the Executive Committee members
5. Executive Position eligibility:
 - Candidates MUST be available for the position for the full academic year (September to April).
 - Students who are on co-operative work term off MSVU campus are not eligible, with the exception that two co-operative students who are on co-operative work term on opposite terms can share one position, with a clear succession plan mapped out in their respective applications.
 - Students who take part in student exchange abroad are not eligible.
 - Students who are graduating in the fall semester (December) are not eligible.
 - Eligibility for executive positions is reserved for full time Business and Tourism students. In filling executive positions, preference will be given to candidates pursuing a BBA Major, Concentration or Minor in Business & Tourism
6. Successful candidates will be notified in writing as early as possible.
7. Unsuccessful candidates will be notified in writing as early as possible.
8. Process for candidates to take part in elections:, all applicants must submit a compelling essay which includes:
 - A notice of which position for which they wish to be interested.
 - Why they will be a good fit for their position, mention any relevant past experiences, interests, etc. that could back up that claim.

- A written confirmation that they will be at MSVU enrolled as a full-time student for the entire academic year (no study abroad, no mid-year graduation date expected).
- A written confirmation that they plan to physically attend at least 85% of the meetings.

Article VIII: Meetings

1. The FMS shall schedule a general meeting at the beginning of the academic year to discuss various topics such as goals, responsibilities, etc.
2. The President of the Society shall, in the best interest of its executives, schedule routine meetings based on his judgement to update the team, brainstorm an event, among others.
3. Meetings of the FMS shall be communicated via e-mail and other communication tools.

Article IX: Events

1. The FMS is committed to planning and hosting a series of events. Types of events include, but are not limited to:
 - Social: Events that are intended to bring students and faculty together in an informal setting that allows the opportunity for leisure.
 - Educational: Events that are intended to provide learning opportunities to students in a way that provides support for the knowledge acquired in the classroom.
 - Professional development: Events that create networking opportunities for students with business and tourism professionals.

Article X: Duration of Terms and Impeachment of Officers

1. Executive Committee members shall hold office for a period of one academic year, beginning and ending the day after Executive Committee elections have been completed
2. If Executive Committee members are not fulfilling requirements stipulated in their respective job descriptions and do not change their ways after one confrontation, a majority vote of the active members shall constitute impeachment

Article XI: Finance and Audit

1. Funds of the FMS shall come from fundraising efforts, as well as sponsorship from the Students' Union
2. Signing officers of the FMS shall be the President and the Treasurer
3. The fiscal period of the FMS shall be the academic year (September to April).
4. The FMS account balance (and other information relating to the account) shall be passed on from the FMS Executive Committee to the incoming FMS Executive.

Article XII: Property

1. All surplus monies and all property purchased by the FMS shall be carried over to the incoming Executive Committee at the end of each fiscal year.

Article XIII: Constitution Amendment

1. This constitution may be amended by a majority (fifty percent plus one) vote of the Executive Committee
2. Proposed amendments must be submitted in writing
3. The effectiveness of this constitution shall be reviewed and evaluated at the end of each academic year, before FMS executive elections

Article XIV: Succession Planning

1. With the leadership and guidance of the President, all executive members shall take part in active recruiting to fill vacant or soon to be vacant positions.
2. Existing executive members shall be given preference over new applicants when applying for the president position.

ASCD MSVU Student Chapter Constitution

1. Name

- 1.1. The organization shall be referred to as the ASCD MSVU Student Chapter
 - 1.1.1. The terms 'ASCD MSVU Student Chapter' and 'Student Chapter' shall be used interchangeably in this document.

2. Ethical and Professional Principles

- 2.1. It is the intention of this Constitution to advance and protect the collective and professional development, interests, and welfare of MSVU student-teachers.
- 2.2. In order to advance professional development, the Executive will actively engage in dialogue with the Faculty and student-teachers.
- 2.3. The Executive will promote the fundamental principles of mutual respect, equity, and fairness among all members of the educational field.

3. Objective

- 3.1. The Executive aims to represent and promote the professional development needs of student-teachers in the Bachelor of Education program.
- 3.2. The Executive aims to provide and manage professional development workshops for student-teachers in the Bachelor of Education program.
- 3.3. The Executive aims to develop and maintain a positive relationship with the Faculty and other employees of the Education Department at MSVU.

4. Membership

- 4.1. All Mount Saint Vincent University students, regardless of sex, age, ethnic origin, religion, physical/mental disabilities, sexuality or political affiliation are eligible to become members of the Mount ASCD.
- 4.2. Persons are considered members once they attend one event and record their name on the signup sheet. Members also must attend a minimum of one meeting and one event per semester.

5. Membership Fees or Dues

- 5.1. There shall be no membership fees or dues.

6. Responsibilities of the Executive

- 6.1. The Executive will meet regularly, to discuss and plan ways to advance the general mission of the ASCD MSVU Chapter Executive as outlined above. The

Executive will take direction from the student membership and report back to the membership on the progress of these matters in a timely fashion.

- 6.2. The Chair of the Executive meetings shall be determined by the Executive. This decision should balance individuals who feel they have the confidence and have enough background experience or knowledge. Fulfillment of the position must be agreed upon by the Executive.
- 6.3. The executive shall record minutes of the meetings, and share with faculty supervisors.
- 6.4. The executive shall write a report detailing ASCD activities, successes, frustrations and progress over the year. The annual Report shall be submitted to faculty advisor(s), and/or their designate(s) no later than the last day of September.
- 6.5. The executive shall consist of the following positions: President, Vice President, Treasurer, Member(s) at Large.

7. Roles of Executive Positions

- 7.1. *President*: Will facilitate and provide general leadership for all matters of the Executive and will convene regular meetings.
- 7.2. *Vice-President*: Will act as the vice-chair and will coordinate some or all of the areas below as determined with the President.
- 7.3. *Treasurer*: Will keep records of Executive spending, be responsible for reimbursements, will advise on the budget and expenses.
- 7.4. *Member(s) at Large*: Will collaborate with the Bachelor of Education Society on events and workshops. Members at Large may be appointed to various jobs by the President or volunteer to take on roles when needed.

8. Responsibilities of members of the Executive & impeachment:

- 8.1. All members of the Executive are expected to attend as many scheduled events as possible, and arrive on time to said events. Members should also strive to be exemplars within the program by being approachable and inclusive to all students, and make time to listen to pre-service teacher needs.
- 8.2. It is expected that Executive members attend all meetings. If members cannot attend a meeting for a valid reason, the member is required to let the President know at least a day in advance. If a member misses three meetings without a valid excuse, the member may be removed from the Executive. If a member misses more than 50% of the meetings, the member may be asked to step down.
- 8.3. Hand over packages: Every position within the Executive is required to keep documentation of their duties, their successes, frustrations, and progress over the year and any feedback or suggestions will be included in the package to improve the performance of the portfolio the following year. This handover package will be presented to the incoming executive at a year-end transition meeting.
- 8.4. If an Executive member is not fulfilling their duties, as determined by the constitution, and as discussed by Executive members, the member who is neglecting their duties will be given a verbal warning by executive members.

- 8.4.1. If a member of the executive receives said warning and, after a period of one month, said member is still in dereliction of their duties as discussed above, they may be dismissed from the executive by a majority vote.
- 8.4.2. If the treasurer is dismissed in this way, signing authority must be transferred to the president or another member of the executive, as determined by a majority vote of the remaining members.

9. Faculty Advisors

- 9.1. One or more Faculty Advisors will work with the ASCD MSVU Student Chapter
- 9.2. The Faculty Advisor(s) will meet with the Executive on a regular basis.
- 9.3. All plans (tentative and finalized) will be communicated to the Faculty Advisor(s).

10. Elections

- 10.1. Election of Executive committee members shall take place no later than the last day of November.
- 10.2. Elections shall take place at an election meeting.
- 10.3. The election meeting shall be considered an ASCD event for the purposes of active membership.
- 10.4. If possible, the ASCD should seek to coordinate with the Bachelor of Education Society to hold elections at the same time and in the same location.
- 10.5. Each active member of the ASCD in attendance at the election meeting shall cast one vote for each position during the election of Executive Committee members.
- 10.6. The winner of the election shall be determined by a majority vote.

11. Finance and Audit

- 11.1. Funds of the Student Chapter shall, fundraising efforts, as well as sponsorship from the Students' Union.
- 11.2. The Signing officer of the Student Chapter shall be the Treasurer.
- 11.3. The fiscal period of the Student Chapter shall be 1st of November to the 31st of October of the following year.

12. Property

- 12.1. All surplus monies and all property purchased by the Student Chapter shall be carried over to the incoming Executive Committee at the end of each year.

13. Constitutional Amendment

- 13.1. This constitution shall become effective upon approval by a majority (fifty percent plus one) of the Executive Committee.
- 13.2. Once the constitution is implemented, desired changes to this document may be presented to the ASCD MSVU Student Chapter Executive by means of a motion.
 - 13.2.1. Any Executive member may bring forth a motion to amend the constitution. Proposed amendments must be submitted in writing.
 - 13.2.2. Executive must approve the presented motion by a 2/3 majority vote.
 - 13.2.3. If the Executive agrees upon the motion, it will be implemented one month following the vote.
 - 13.2.4. Following a successful vote, active members shall be notified of the change.
- 13.3. The effectiveness of this constitution shall be reviewed and evaluated at the end of each fiscal year.

Here is the constitution I wrote for my society, the **Chess Society**. I understand that you will not be able to move this thing forward during December, but I just wanted to give you, my idea.

Article 1: the society will be called the Mount Saint Vincent University Chess Society.

Article 2: The objective of TS is to educate technology enthusiasts about AI, virtual reality, coding, etc.

Article 3: Anyone can join TS once they've paid the membership fee of one dollar.

Article 4: Member ship dues are 1\$ per member

Article 5: Managements and authority of general membership and all standing committees shall be conducted by the executive Committee consistent currently only with the president, me.

Article 6: President (me) : I will plan the events, record budgets, enforce bylaws, etc.

Article 7: No elections

Article 8: The chess society will meet once a month

Article 9: If a member is not going along with the values of the society, a majority vote will result in impeachment.

Article 10: Funds will come from membership fees, and the Student's Union Sponsorship.

Article 11: All surplus monies and all property purchased by the Chess Society shall be carried over to the incoming Executive Committee at the end of each year.

Article 12: If over half of the executive committee agrees that an amendment to the constitution is needed, a change will be made. The effectiveness of this constitution shall be reviewed and evaluated at the end of each academic year.