

The University of Winnipeg
Education Students' Association
515 Portage Avenue, Office 0GM10B
Winnipeg, MB, R3B 2E9

Education Students' Association Constitution
Ratified by the attending membership on 2018 September 26

Article 1: Name and Affiliation

This organization called THE UNIVERSITY OF WINNIPEG EDUCATION STUDENTS' ASSOCIATION. The Association's acronym is EdSA. EdSA is the body of elected students from the Faculty of Education at the University of Winnipeg.

Article 2: Purpose of the Association

Section 1. Mission Statement

To provide programming and advocacy that promotes social and professional development of the University of Winnipeg's Education student body.

Section 2. Specific Purpose

EdSA is a grassroots not-for-profit initiative that provides students enrolled in The Faculty of Education at The University of Winnipeg with:

1. Professional Development opportunities and/or resources
2. Opportunities and/or resources to network with other students and professionals
3. A student lounge on campus
4. EdSA may, at the discretion of the executive, provide financial assistance for students through the creation of an arms-length entity. [Note: Wording of the clause remains unchanged.]

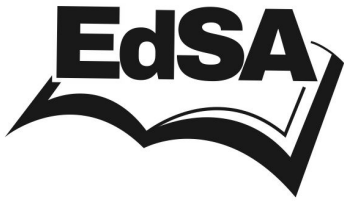
Article 3: Membership

Section 1. Eligibility

All students currently registered in The Faculty of Education or affiliated/joint programs at The University of Winnipeg are eligible to be members of EdSA.

Section 2. Rights of Members

1. All EdSA members may attend council meetings
 - a. All EdSA members have speaking rights and voting rights
 - b. Each member shall be eligible to vote in all EdSA elections
 - i. Members have one vote allotted to them per election or motion, regardless of the number of positions that they may be fulfilling.
2. All EdSA members have the right to run for positions on the EdSA Executive, as outlined in **Article 6: Selection of Executive Members**



Section 3. Rights of Non-Members

1. Non-Members who are registered in at least one course at the University of Winnipeg, are employed by the University of Winnipeg, are employed by the University of Winnipeg Students' Association may attend council meetings
 - a. Non-Member attendees will not be granted voting rights.
 - b. Non-Member attendees may be granted speaking rights with permission from one third of the council.
2. All other Non-Members may attend council meetings.
 - a. These non-members will not be granted speaking rights
 - b. These non-members may be granted speaking rights with a consensus vote
3. Non-Members cannot act in proxy for EdSA members

Section 4. Rights of Honorary Members

1. At the discretion of the majority of the attending membership during any general or special meeting, a non-member may be appointed to the title of honorary member
 - a. Honorary members may be granted speaking and voting rights at any EdSA meeting with agreement from the majority of the attending membership
 - b. honorary members may act in proxy for EdSA members
 - c. An honorary member may be appointed to the council through the same procedures as a member
 - d. An honorary member may request a special meeting through the same procedures as a member
 - e. At any time, with consensus from the executive, an honorary member's title and position may be revoked

Section 5. Council Members

1. The council shall consist of elected and non-elected members
2. Elected members shall make up the executive council and include the positions of:
 - a. President (Chair of the Council)
 - b. Vice-President
 - c. Secretary
 - d. Financial Director
3. The Executive has the authority to appoint EdSA members to Chair positions for standing and ad hoc committees



4. Council members shall:
 - a. Read and familiarise themselves with the Constitution, Policies, and Bylaws of EdSA
 - b. Ensure they are sufficiently able to attend meetings and perform their duties
 - c. Attend training sessions organised by the Executive
 - d. Communicate with the other members of the council and the EdSA membership
 - e. Actively involve themselves with EdSA events
 - f. Submit an oral or written report summarising any activities conducted for the organisation since the previous meeting to be approved by the attending members

Article 5: Meetings

Section 1. Regular Meetings

1. The Association shall hold regular **monthly** meetings
2. The president shall publicly post an agenda prior to meetings
3. Minutes of all meetings shall be kept on file for a minimum of five years and sent to all members who request them after each meeting.
4. At least one executive member and one third of the whole council must be in attendance to have quorum

Section 2. Special Meetings

Special meetings are meetings that focus on a specific topic or collection of similar topics that must be addressed before the scheduled general meeting.

1. Special meetings may be called by any member of the executive
2. Committee chairs may call a special meeting with approval from at least half of the executive
3. Any member of the association may call for a special meeting with approval from at least two thirds of the executive
4. Quorum for Special Meetings shall be set by the member calling for the meeting with discretionary approval by the executive

Section 3. Notice of Meetings

Notice of a meeting must be posted in the Education Students' Lounge at least 24 hours before the meeting takes place.



Article 6: Selection of Executive Members

Section 1. Nomination

1. Members interested in a position on the executive for the following term will state so to the current council no earlier than January 30th and no later than February 14th and must receive a nomination from at least ten (10) peers currently enrolled in the Faculty of Education.
 - a. Any vacant positions will be advertised until September 15th.
 - i. Should the position remain vacant the position will be advertised again until January 15th, at which point the position will be either filled or deemed vacant for the operational year.
 - b. Any contested position at the end of the nomination period will trigger an election pursuant to **Article 6; Section 2: Elections**

Section 2 : Elections

Elections occur when a position for the executive is contested pursuant to the guidelines in **Article 6, Section 1: Nomination**.

1. At the end of the nomination period, should any executive position be contested, an Elections Official will be elected by a majority vote of the membership
 - a. The Elections Official will have sole authority to administer the elections and to penalise or disqualify candidates for a breach of the rules outlined in this Article
 - b. The Elections official may not be running for a position, or currently serving on the executive, and must be an eligible member of EdSA prior to the contest
 - c. The Elections Official sets the date for a formal election to be held and ensures that the election is carried out according to this constitution
 - d. The elections official is responsible for tallying the votes and declaring the results of the election to the membership within twenty-four (24) hours of the polls closing
 - e. The Elections Official shall provide time for a debate before the votes are cast, at the request of a candidate
 - f. The Elections Official has the right to temporarily revoke member status should they deem a member is in violation of the election procedures
 - i. In revoking a member status, the Elections Official must post publicly in the EdSA lounge a notice of probation that states the name of the member and a notice for members and honorary members to attend a special meeting to discuss probation, scheduled no longer than 24 hours after the member is put on probation.



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1. The special meeting shall be chaired by a neutral party
 2. The membership at the special meeting has the authority to permanently revoke a membership, temporarily revoke a membership, or reinstate the membership of the party on probation by majority vote
 3. The membership at the special meeting also has the right to extinguish or reinstate the member's eligibility to participate in the current election, and to what extent the member is allowed to participate.
- g. Should the Elections Official deem it necessary and appropriate, they may recruit up to 3 assistants to perform tasks related to the planning and management of the election
 - h. The Elections Official may amend these rules at any time during an election, provided
 - i. The amendments are made in good faith and uphold the principles of democracy
 - ii. The Elections Official alerts the membership at least twenty-four (24) hours prior to the changes going into effect
2. Elections must follow the following procedures:
 - a. The election must take place no earlier than three (3) days after the nomination period ends and no later than twenty one (21) days after the end of the nomination period.
 - b. Campaigning will not be allowed by the membership.
 - c. Candidates may request a debate to be held before the votes are cast. In this event, each candidate may make a two (2) minute speech and will be allotted (3) minutes to answer questions from the membership
 - d. Members running in the election may select any student at the University of Winnipeg to scrutinize the tally alongside the Elections Official.
3. Any member of EdSA may file a complaint with the Elections Official regarding the actions of a candidate. Such a complaint should indicate who is making the complaint, who the complaint is directed against, which rules have been contravened, and any other particulars the complainant deems relevant
 - a. The Elections Official will issue a ruling on any valid complaint within forty-eight (48) hours of receiving it.



Article 8: Colours and Symbols

The EdSA logo is the image of an open book with the word EdSA sprouting from the pages.

Article 9: Constitution Amendments

Changes to the constitution can be made through a motion put to the EdSA members at a regular meeting followed by a two-thirds majority vote at the next regular meeting.

1. The exact wording of the amendment must be included in the meeting minutes and be posted publicly at least seven (7) days prior to the next regular meeting.

Article 10: Constitution Distribution

The Communications chair is responsible for sharing this document with the eligible membership.

By-laws

1. Job Descriptions
 - a. President (Chair of the Council)
 - i. Shall chair regular meetings
 - ii. Shall be responsible for creating the agenda for meetings
 - iii. May not participate in regular voting except in the case of a tie
 - iv. Shall keep in regular contact with all executive and committee chairs
 - b. Vice-president
 - i. Shall serve in the absence of the President
 - ii. Shall assist the President in their duties
 - iii. Shall keep in regular contact with executive and committee chairs as necessary
 - c. Financial Director
 - i. Shall maintain a financial record of all income and expenditures of the association general account
 - ii. Shall monitor the income and expenditures of all committee accounts
 - iii. Shall make a financial report at the request of the executive
 - iv. Shall make council-approved purchases for the organisation, or shall authorize any specific purchase by another member after obtaining council approval
 - v. Shall have the right to make decisions in good faith regarding financial issues that the Financial Director deems emergent
 - d. Secretary
 - i. Shall record minutes during meetings



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- ii. Shall keep the minutes on file pursuant to the regulations set in the EdSA constitution
 - iii. Shall assist in the maintenance of council files
 - iv. Shall conduct research for the executive upon request
2. Under the following circumstances a member will be asked to leave the council and give up any positions they hold:
 - a. The member is no longer a student in the Faculty of Education
 - b. The member is not currently enrolled in classes at the University of Winnipeg
 - c. The member has breached the university's academic or behavioural expectations
 - d. The member's actions have endangered the welfare of students or faculty members
 - e. The member's actions have endangered the positive reputation of the Association
 - f. The member is connected to financial irregularities concerning EdSA funds
 - g. The member demonstrates a failure to attend three (3) meetings with no adequate notice
3. The Executive will maintain following standing committees:
 - a. Graduation Committee
 - b. Professional Development Committee
 - c. Social Events Committee
 - d. Communications Committee
4. The Executive may create ad hoc committees as they deem necessary