



# Huron University College Students' Council CONSTITUTION

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| <b>EFFECTIVE:</b>         | March 26 <sup>th</sup> 2023 | <b>SUPERSEDES</b>   | HUCSC Constitution            |
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## **PREAMBLE:**

The Constitution of the Huron University College Students' Council shall provide the general foundational structure, regulations and principles of the HUCSC as a student government. This document shall also serve as the central unifying document of the HUCSC Policies and Procedures, under Bylaw No. 1.

## **HUCSC MISSION STATEMENT:**

The Huron University College Students' Council (HUCSC) strives to enhance the educational experience and quality of life for all students in the Huron University College community. The HUCSC achieves these ends by organizing in a transparent and democratic manner, advocating on behalf of students in all areas affecting the student experience, supporting engaging programming and student initiatives, providing meaningful involvement and development opportunities and seeking to ensure that the student voice and input are the basis of all endeavors.



# Huron University College Students' Council CONSTITUTION

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## 1.00 DEFINITIONS

- 1.01 The “**HUCSC**” shall mean the Huron University College Students’ Council.
- 1.02 The “**HCSEAC**” shall mean the Huron College Student Events and Affairs Corporation.
- 1.03 The “**University College**” shall mean Huron University College, as established by the Huron University College Act and amendments thereto.
- 1.04 The “**Corporation**” shall mean the Huron University College Corporation.
- 1.05 The “**Executive Board**” shall mean the Executive Board of Directors of the Huron University College
- 1.06 The “**student body**” shall mean all students registered or resident at Huron University College who have paid student government fees to the Huron University College Students’ Council.
- 1.07 The “**FASS**” shall mean the Faculty of Arts and Social Science of Huron University College.
- 1.08 The “**BHTS**” shall mean the Bishop Hallam Theological Society.
- 1.09 The “**USC**” shall mean the University Students’ Council at The University of Western Ontario.
- 1.10 The “**UWO**” shall mean The University of Western Ontario.
- 1.11 The “**mature students**” shall be defined in accordance with the regulations laid down by the University College.
- 1.12 “**Ratification**” shall consist of the signing of legislation by the President, and the archiving of such legislation by the Speaker.

## 2.00 NAME

- 2.01 The HUCSC shall operate under the name “Huron University College Students’ Council”.
- 2.02 The HUCSC shall be registered under the name of the "Huron College Student Events & Affairs Corporation.”



### **3.00 HEAD OFFICE**

3.01 The head office of the HUCSC shall be located at the Geordie Hilton Students' Council Centre at Huron University College.

### **4.00 OBJECTIVES OF THE HUCSC**

4.01 Only one (1) such organization shall exist and it shall be established for, but not limited to, the following purposes:

- a) To represent the entire student body in all aspects of student life to the Corporation and Administration of Huron University College;
- b) To preserve and promote the unique identity, integrity and interests of the student body within Huron University College, UWO, and the wider community;
- c) To initiate, administrate, sponsor and execute the affairs for, and on behalf of, the student body;
- d) To serve as the recognized medium of communication between the student body and others;
- e) To receive and administer all funds accruing to the HUCSC from any and all sources;
- f) To strive to adhere to the HUCSC Mission Statement within this document.

### **5.00 JURISDICTION AND POWERS**

5.01 The jurisdiction and powers assumed by the HUCSC are granted by the Corporation of Huron University College.

5.02 The HUCSC is internally governed, in order of precedence, by its Letter Patent, Bylaw No. 1, the Constitution, and the standing policies and procedures.

### **6.00 GOVERNANCE STRUCTURE**

6.01 The organizational structure of the HUCSC shall include, but not be limited to, a General Assembly, an Executive Council and its portfolios, Standing Committees, and the Governance Portfolio of the HUCSC.

6.02 The General Assembly shall consist of those members listed in Section 7.02 of this document, and shall be selected in accordance with the HUCSC Elections Procedures and Policy.



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a) The number of Department Representatives, Residence Representatives, and USC Representatives in the General Assembly shall be determined on an annual basis in accordance with the changing proportions of the student body in each department and residence. This process shall be specified in the HUCSC Elections Policy and Procedures.

6.03 The Executive Council shall consist of those members listed in Section 7.03 of this document, shall be selected in accordance with the HUCSC Elections Policy and Procedures, and shall be governed by the HUCSC Executive Terms of Reference.

6.04 The Governance Portfolio of the HUCSC shall consist of those members listed in Section 7.04 of this document and shall be selected in accordance with the HUCSC Elections Policy and Procedures and the HUCSC Portfolio Selection Policy, where relevantly specified.

6.05 The Standing Committees shall be specialized subcommittees of the General Assembly, and shall be governed by the HUCSC Standing Committee Policy.

6.06 The Executive Portfolios of the HUCSC shall be appointed in accordance with the HUCSC Portfolio Selection Policy, and shall be accountable to the Executive member with purview over their position.

6.07 All non-Executive positions of the HUCSC, including portfolio positions, elected members of the General Assembly, and the Speaker, shall be subject to the HUCSC Disciplinary Policy.

a) Disciplinary and removal measures for Executive Council members are given in Bylaw No. 1.

6.08 All positions of the HUCSC shall be subject to the HUCSC Conflict of Interest Policy.

### **7.00 MEMBERSHIP:**

7.01 Eligibility for membership of the HUCSC shall extend to all students or residents of Huron University College provided that they are students registered or resident at Huron both at the time of nomination and throughout their term of office.

a) Ex Officio members are exempt from these requirements.

7.02 The General Assembly of the HUCSC shall be comprised of the following positions:

a) The Speaker of Council

b) The HUCSC President



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- c) The Vice-President Student Affairs
- d) The Vice-President Student Events
- e) The Vice-President Finance & Administration (non-voting)
- f) The Vice-President Communications (non-voting)
- g) The First Year Representative(s) or Residence Representative(s)
- h) The Huron USC Representative(s)
- i) The Global Studies Department Representative(s)
- j) The History Department and Jewish Studies Representative(s)
- k) The English and Global Great Books Department Representative(s)
- l) The Management and Organizational Studies Department Representative(s)
- m) The Political Science Department Representative(s)
- n) The Economics Department Representative(s)
- o) The Philosophy Department Representative(s)
- p) The Psychology Department Representative(s)
- q) The French Department Representative(s)
- r) The East Asian Studies Representative(s)
- s) The BHTS Representative
- t) The Mature Student Representative (non-voting)
- u) The International Student Representative (non-voting)
- v) The Exchange Student Representative (non-voting)
- w) Residence Life Liaison (non-voting) (*ex officio*)
- x) The Soph Liaison (non-voting)
- y) Student Engagement Officer Liaison (non-voting)



- z) The International Student Officer Liaison (non-voting)

7.03 The Executive Council of the HUCSC shall be comprised of the following positions, all of which may vote in meetings of the Executive Council:

- a) The President
- b) The Vice-President Student Affairs
- c) The Vice-President Student Events
- d) The Vice-President Finance & Administration
- e) The Vice-President Communications

7.04 The Governance Portfolio of the HUCSC shall be comprised of the following positions:

- a) The Speaker
- b) The Chief Returning Officer
- c) The Deputy Speaker
- d) The Deputy Returning Officer

7.05 The Special Student Interests Caucus of the HUCSC General Assembly shall be comprised of the following positions:

- a) The Mature Student Representative
- b) The International Student Representative
- c) The Residence Life Liaison
- d) The Soph Liaison
- e) The Student Engagement Officer Liaison

## **8.00 MEETINGS OF THE GENERAL ASSEMBLY**

8.01 All meetings of the General Assembly shall be of public nature, and any member of the student body may attend.



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8.02 Any meeting of the General Assembly shall be called by the Speaker, a minimum of ten (10) days prior to the meeting,

- a) The President may unilaterally call a meeting of the General Assembly.
- b) The Executive Council may call a meeting of the General Assembly.
- c) Any three (3) voting members of the General Assembly may call a meeting of the General Assembly by making a joint request to the Speaker.

8.03 The quorum for any meeting of the General Assembly shall be at least one-half of its currently seated voting members.

8.04 The Speaker of Council shall preside over meetings of the General Assembly.

- a) In the absence of the Speaker, the Deputy Speaker of Council shall assume the full responsibility of the Speaker's position.
- b) In the absence of the Deputy Speaker, the General Assembly shall appoint an interim Speaker who shall be one of the standing committee chairs and shall not be a voting member of the General Assembly for the duration of their appointment.

8.05 Should any vote of the General Assembly end with a tie of those present, the President shall cast the deciding vote on the issue at hand.

8.06 All members of the General Assembly are expected to attend meetings of the General Assembly.

8.07 Meeting attendance shall be subject to the General Assembly and Standing Committee Meeting Attendance Policy.

8.08. The General Assembly of the HUCSC shall meet at least once per month on a schedule determined by the President and the Speaker in consultation with the Executive Council, excluding the months of December and April through August.

8.09. All meetings of the HUCSC will be conducted in conformity with this document.

- a) On all matters that this document does not address, the most recent edition of Robert's Rules of Order will be followed for the conducting of business and for the resolution of procedural disputes.

### **9.00 GENERAL ASSEMBLY POWERS**

9.01 The HUCSC General Assembly shall comprise the Membership of the HCSEAC.





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- 9.02 The HUCSC General Assembly shall be empowered, as duly elected representatives, to pass motions on behalf of the student body on issues or procedures relating to the work of the HUCSC.
- 9.02 The HUCSC General Assembly shall be empowered to pass the annual budget of the HUCSC.
- 9.03 The HUCSC General Assembly shall be responsible for the functioning of the Standing Committees of the HUCSC, as outlined in the HUCSC Standing Committee Policy.
- 9.04 The HUCSC General Assembly shall comprise the electorate for Internal Elections, as specified in the HUCSC Elections Policy and Procedures.
- 9.05 The HUCSC General Assembly shall be the final and absolute authority on all HUCSC matters. Where the General Assembly does not discuss or pass a resolution that deals with a resolution or decision made by another internal HUCSC body or position, this lack of action shall be understood as tacit approval by the General Assembly.
- a) The independent powers of the HUCSC Executive and the Board of Directors are specified in Bylaw No. 1
- b) The General Assembly may only override a decision of the Affiliate Appeals Board in the event that the decision
- i. Concerns an HUCSC document such as its Letters Patents, Bylaw No. 1, the Constitution, or the Policies and Procedures, and no other external documents
- ii. Has an effect limited to the HUCSC or Huron students, and no other Affiliate students' council or students
- iii. This override shall only be valid with a two-third majority vote of the HUCSC General Assembly
- 9.06 In the event of a referendum of Huron University College students, the General Assembly shall, in the interest of accountability, consider its results binding if such results pertain to matters under the purview of the HUCSC.
- a) The General Assembly shall ordinarily pass a resolution in accordance with such referendum results
- b) This obligation may be overturned by a two-thirds majority vote of the General Assembly
- 9.07 In the event that the General Assembly resolves to represent Huron University College students in support of a candidate in a municipal, provincial or federal election, the HUCSC shall, in the interest of accountability, hold an open meeting, which anyone may attend



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- a) This meeting shall consist of a discussion period, followed by a poll of Huron students. Anyone in attendance may participate in the discussion, but only registered Huron students may participate in the poll
- b) The poll shall be considered valid if a minimum of 10% of the student population of Huron University College participates
- c) The Speaker and the President shall preside over the meeting, which shall be conducted in whatever matter those presiding see fit
- d) The General Assembly shall ordinarily pass a resolution in accordance with valid poll results
- e) This obligation may be overturned by a two-thirds majority vote of the General Assembly

### **10.00 EXECUTIVE COUNCIL POWERS**

10.01 The HUCSC Executive Council shall comprise the Officers of the HCSEAC.

- a) The President of the HUCSC shall serve as the President of the HCSEAC.
- b) The Vice-President Student Affairs shall serve as the Vice-President of the HCSEAC.
- c) The Vice-President Finance and Administration shall serve as the Secretary and Treasurer of the HCSEAC.
- d) The Vice-Presidents Student Events and Communications shall serve as additional Officers of the HCSEAC.

10.02 The HUCSC Executive Council shall be responsible for the execution and administration of HUCSC operations and initiatives. The Executive Council shall run the day-to-day business of the HUCSC.

- a) Responsibilities specific to each Executive Council member shall be specified in the HUCSC Executive Terms of Reference.
- b) The Executive Council shall be empowered to select portfolios to assist in their duties and responsibilities, in accordance with the HUCSC Portfolio Selection Policy.
- c) Executive Portfolios may consist of Associate Vice-Presidents, Coordinators, Commissioners, and employees of the Corporation. The structure of Executive Portfolios and



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the compensation for their members shall conform to the outline provided in the HUCSC Compensation Policy.

d) The Executive Council members shall be empowered to hire and dismiss portfolio members under their respective purviews, in accordance with the HUCSC Discipline Policy.

10.03 The HUCSC Executive Council members shall act as the primary HUCSC spokespeople to entities outside of the HUCSC.

10.04 The HUCSC Executive Council shall oversee the proper use of HUCSC resources, as indicated by the annual budget.

10.05 The HUCSC Executive Council shall comprise the Board of Directors of the HCSEAC.

a) The President of the HUCSC shall serve as the Chairman of the Board of Directors of the HCSEAC.

10.06 The HUCSC Executive Council, in its capacity as the Board of Directors of the HCSEAC, shall be empowered to pass tentative resolutions for HUCSC.

a) These resolutions shall be effective immediately following their passage by the Board of Directors.

b) These resolutions may involve any area of the functioning of the HUCSC, including but not limited to amendments to Bylaw No. 1, the Constitution, any of the Policies and Procedures, or the annual budget of the HUCSC.

c) Any such resolution passed by the Executive Council in its capacity as the Board of Directors shall be subject to the approval of the General Assembly at the following General Assembly meeting.

10.07 The HUCSC Executive Council, as the HCSEAC Board of Directors, shall be empowered to sanction or reject approved policy, procedure, or amendments, legislated by a simple majority of the General Assembly.

a) This power may only be exercised on the grounds that the Executive Council resolves, by simple majority, that a General Assembly resolution will harm the HUCSC as a corporation in financial or reputational terms, or has the effect of discriminating against a student or group of students.

b) This process must occur in the next duly scheduled meeting of the Executive Council.



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- c) The Executive Council must sanction or reject legislation approved by the General Assembly within 10 business days (excluding academic holidays recognized by Huron University Colleges) of passage through the General Assembly.
- d) Any legislation rejected by the Executive Council will be accompanied by a rationale to the Speaker from the HUCSC President. This decision and accompanying rationale shall be presented by the Speaker at the next meeting of the General Assembly.
- e) A decision of this nature by Executive Council may be overturned with a two-thirds majority vote at the next scheduled meeting of the General Assembly.
- f) In the event that such a decision by the Executive Council on the grounds of discrimination is overturned, the policy, procedure, or amendments in question must be designed to minimize the discriminatory impact.

10.08 The powers and responsibilities of individual Executives shall be outlined in the HUCSC Executive Terms of Reference.

### **11.00 PRESIDENT'S POWERS**

11.01 The President of the HUCSC shall be empowered to set the broad goals of the HUCSC, provided they do not directly conflict with any motions passed through the General Assembly, and to oversee the practical effort to achieve such goals.

11.02 The President shall be empowered to issue binding executive orders to the Vice-Presidents of Council, as well as to all members of any Executive Portfolio or the Governance Portfolio.

- a) Such executive orders may not include the voting behavior of the Vice Presidents in Executive Council meetings or in General Assembly meetings.
- b) Such executive orders may not be given to the Speaker of the HUCSC in the context of the running of General Assembly meetings or the arbitration of HUCSC policy.

11.03 The President shall be empowered to call meetings of the Executive Council, and may unilaterally call emergency meetings of the General Assembly.

### **11.00 GOVERNANCE PORTFOLIO OF THE HUCSC POWERS**

11.01 The Speaker of Council shall select and chair the Governance Portfolio of the HUCSC.

- a) The process by which the Governance Portfolio is selected shall conform to the HUCSC Portfolio Selection Policy, with the exception of the Speaker. For the purposes of the Governance Portfolio selections, the Speaker shall act as the relevant Executive.



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11.02 The Governance Portfolio of the HUCSC shall steward all HUCSC Policies and Procedures, including the Constitution, and ensure their proper administration.

11.01 The Governance Portfolio members, under the direction of the Speaker, shall act as the authoritative interpreters and arbiters of all HUCSC policies pertaining to their respective positions.

a) Any internal dispute regarding HUCSC policy shall be arbitrated by the Governance Portfolio, under the direction of the Speaker.

11.02 The Governance Portfolio members of the HUCSC shall be empowered to exercise their duties as dictated by the relevant HUCSC Policies and Procedures.

11.03 The Speaker shall act as the Governance Officer of the HCSEAC, and as such, shall advise the General Assembly and Executive Council of any conflicting or potentially conflicting resolutions, governing document amendments, or policies passed through either body.

11.04 The Governance Portfolio shall assist the Vice-President Finance and Administration in their duties as Secretary of the HCSEAC.

### **12.00 NON-REGISTERED RESIDENT STUDENTS**

12.01 In the event that a non-registered student enters a Huron University College Residence before January 1st, the non-registered student shall pay the full HUCSC fee.

12.02 In the event that a non-registered student enters a Huron University College Residence after January 1st, the non-registered student shall pay one-half of the HUCSC fee.

12.03 In the event that a non-registered student leaves a Huron University College Residence before January 1st, the non-registered student shall pay one-half of the HUCSC fee.

12.04 In the event that a non-registered student leaves a Huron University College residence after January 1st, the non-registered student shall pay the full HUCSC fee.

### **13.00 IMPEACHMENT AND REMOVAL PROCEDURES**

13.01 The impeachment and/or removal of any member(s) of the HUCSC shall be done in accordance with the HUCSC Discipline Policy, with the exception of the removal of Executives and Directors.

a) The process of removal for HUCSC Executives or members of the HCSEAC Board of Directors is outlined in Bylaw No. 1.

### **14.00 ENACTMENTS AND AMENDMENTS TO THE CONSTITUTION OR TO THE POLICIES AND PROCEDURES:**



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14.01 Any motion to amend or enact the Constitution or Policies and Procedures of the HUCSC must be passed by the General Assembly of the HUCSC subject to the following regulations:

- a) Any motion to enact or amend the Constitution or Policies and Procedures of the HUCSC must first be brought to the Governance Standing Committee of the HUCSC for discussion.
  - i. The Governance Standing Committee shall be comprised of no less than three (3) voting members of the HUCSC, plus the Speaker (non-voting).
  - ii. Motions may be brought to the Governance Standing Committee by any member of the HUCSC General Assembly, or by the Speaker on behalf of any Huron student who wishes to submit a motion for consideration.
  - iii. The Governance Standing Committee shall discuss, debate, and vote on motions to amend or enact the HUCSC Constitution or Policies and Procedures.
  - iv. Motions that are passed by the Committee shall be presented as a posted motion at the following duly scheduled meeting of the HUCSC General Assembly.
- b) A motion to amend the Constitution must be passed by a two-thirds majority of voting members present after a single reading.
  - i. A motion to enact or amend the Constitution shall be posted on the official HUCSC notice board a minimum of seventy-two (72) hours prior to the meeting at which such a motion is to be introduced.
  - ii. All proposed amendments to the Constitution must be submitted to the Speaker to be forwarded to the Governance Standing Committee for consideration.
  - iii. In the event that an amendment to the Constitution conflicts with any of the HUCSC Policies and Procedures, the Constitution shall take precedence.
- i. A motion to amend any of the Policies and Procedures of the HUCSC of must be passed by a simple majority of voting members present after a single reading.
  - ii. Individual HUCSC Policies and Procedures shall be exempt from 14.01(c) if specific amendment requires are given in the policy document.
  - iii. At the discretion of the Speaker, proposed Policies and Procedures and/or amendments to existing Policies and Procedures will be reviewed by the relevant standing committee before presentation to the General Assembly.



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ii. Policies and Procedures of the HUCSC are subject to review by the Speaker prior to ratification, to ensure consistency of language and absence of conflict with the Constitution and Bylaw No. 1.

14.02 All approved legislation, procedure, and policy must be signed by the HUCSC President and given to the Speaker of Council for storage in the HUCSC archives.