

**University of Saskatchewan  
Graduate Students' Association**



**Graduate Students' Association  
Constitution**

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## **1. Name**

- 1.1. The name of the organization is “University of Saskatchewan Graduate Student Association Inc.”, hereinafter referred to as the Association.
- 1.2. The abbreviation of the name of the Association is “GSA”.

## **2. Definitions**

- 2.1. The following definitions shall be used in the GSA Constitution, the GSA Bylaws, and the GSA Policy Manuals:
  - 2.1.1. Constitution - The Constitution of the Association;
  - 2.1.2. Bylaws - The Bylaws of the Association;
  - 2.1.3. Policies - The Policies of the Association;
  - 2.1.4. Academic Council - representative student organization of an academic unit;
  - 2.1.5. Academic Unit - Any department, division, school, or college that falls under the purview of the College of Graduate and Postdoctoral Studies.
  - 2.1.6. Executive – The committee of the Board which is comprised of the President, the Vice-Presidents, and Indigenous Liaison.
  - 2.1.7. Board – The Board of Directors as described in Article 6 of this Constitution.
  - 2.1.8. Council - The policy and advocacy body of the Association, as described in Article 7 of this Constitution;
  - 2.1.9. Councillors - Registered member representatives from each eligible Academic Council;
  - 2.1.10. Members or Membership - The members of the Association.
  - 2.1.11. University - The University of Saskatchewan;
  - 2.1.12. Majority vote - as defined in the latest edition Robert’s Rules of Order.
  - 2.1.13. General Meetings - shall refer to both the AGM and any Special General Meetings.

## **3. Purpose**

- 3.1. The purpose of the Association is to:
  - 3.1.1. Be the recognized representative body for its Members to the University administration, its faculty, and the external community;
  - 3.1.2. Ensure its Members have access to quality services that support their academic success;
  - 3.1.3. Advocate for the unique needs and concerns of its Members; and,
  - 3.1.4. Build a cohesive community among its Members.
- 3.2. The Association shall attempt to provide professional, academic, and social activities, promote awareness of issues relevant to its Members, and provide services to those same.
- 3.3. The Association recognizes that every student has the right to equal treatment with respect to student activities and organizations, without discrimination due to race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, creed, sex, sexual orientation, age, marital status, family status, disability, or the receipt of public assistance. The Association further recognizes that some members have been historically and systematically disadvantaged on the above grounds, with resultant under-representation in institutions of post-secondary education. The Association shall

strive to be free of all forms of discrimination in all endeavours.

- 3.4. The Association will consult with the University of Saskatchewan Students' Union on matters of common interest.
- 3.5. The Association shall be carried on without purpose of financial gain or profits for its Members. Any profits or other accretions shall be utilized in accordance with Section 30 of the Saskatchewan *Non-Profit Corporations Act, 1995*.

#### **4. Scope**

- 4.1. The Constitution, Bylaws, and Policies of the Association must adhere to the *Non-Profit Corporations Act, 1995*.
- 4.2. The Constitution takes precedence over the Bylaws which in turn takes precedence over the Policies of the Association.

#### **5. Membership and Fees**

- 5.1. Members
  - 5.1.1. There are two classes of membership for the Association: Regular Members and Honorary Lifetime Members.
  - 5.1.2. An individual is a Regular Member if
    - i. they are eligible; and,
    - ii. they have paid all Association fees.
- 5.2. Regular Member Eligibility
  - 5.2.1. All graduate students registered in the College of Graduate and Postdoctoral Studies are eligible to be Regular Members.
  - 5.2.2. Post-doctoral fellows at the University are eligible to become Regular Members.
  - 5.2.3. Graduate student members of the Saskatoon Theological Union are eligible to become Regular Members if they register with the College of Graduate and Postdoctoral Studies. .
- 5.3. Honorary Lifetime Member
  - 5.3.1. The position of Honorary Lifetime Member is purely symbolic with no Regular Membership rights or privileges.
  - 5.3.2. An Honorary Lifetime Member may also be a Regular Member.
  - 5.3.3. The position shall be awarded by a majority vote at a General Meeting.
- 5.4. Rights, Privileges, and Obligations
  - 5.4.1. The rights and privileges of Regular Members shall be:
    - i. To vote in all Association Elections, By-Elections and Referenda;
    - ii. To hold offices within the Association;
    - iii. To attend meetings of the Association subject to the Bylaws and Policies of the Association;
    - iv. To move or second motions at such meetings;
    - v. To speak for or against motions at such meetings;
    - vi. To vote in Annual General Meetings or Special General Meetings;
    - vii. To access any services provided by the Association; and,
    - viii. To gain admission to and/or actively participate in any Association sponsored event and/or program, subject to the restrictions of that particular event and/or program.

## 5.5. Fees

- 5.5.1. Regular Members shall be charged an annual fee to fund the operations of the Association. The university shall be empowered to collect fees from Regular Members on behalf of the GSA. The Executive and Board shall be responsible for ensuring that said fees are expended in a manner consistent with the purpose and policies of the Association.
- 5.5.2. Council shall approve any change to the GSA fee for the next fiscal year by a two-thirds (2/3) majority.
- 5.5.3. The GSA fee may be increased by no more than five percent (5%) per fiscal year, without a referendum.

## 6. Board of Directors

- 6.1 In accordance with the *Non-Profit Corporations Act, 1995*, the Board of Directors shall manage the business and affairs of the GSA, including all of its property and revenues, and approve corporate or internal policies and procedures, pursuant to the purpose of the organization.
- 6.2 The Members of the Board of Directors shall be:
  - i. The GSA Chair, appointed by the Board from among the non-executive members of the Board;
  - ii. The President;
  - iii. The VP Finance and Operations;
  - iv. The GSA Recording Secretary, appointed by the Board (non-voting);
  - v. Seven other Directors consisting of:
    - two members of the Council, appointed by Council in a manner that Council shall determine;
    - three graduate students, elected by graduate students, who are not representatives of an Academic Council;
    - and two alumni of a U of S graduate program, appointed at the Annual General Meeting in a manner that the Board shall determine. Alumni members may not also be full time staff or faculty members of the university.
- 6.3 The term of office for each non-executive member of the Board shall be two years, renewable once consecutively, by election. Terms shall begin on 1 May each year.
- 6.4 Alumni directors shall be granted Regular Membership in the GSA for the duration of their terms of office.
- 6.5 A Board member may be removed by a  $\frac{2}{3}$  majority vote at a General Meeting.

## 7. Council

- 7.1. There shall be a Council of the GSA which shall serve as the policy, political and advocacy body of the organization.
- 7.2. Membership
  - 7.2.1. Members of Council are:
    - i. The Executive;

- ii. The designated representatives of Academic Councils; and,
- iii. The designated representatives of the Indigenous Graduate Student Council (IGSC).
- iv. The non-executive, non-councillor members of the Board

### 7.3. Election of Council Members

- 7.3.1. With the exception of the Executive, Council members shall be elected according to the constitution and bylaws of their respective Academic Council.

## 8. Executive Committee

- 8.1. The Executive is a sub-committee of the Association.
- 8.2. The Executive shall be responsible for the day-to-day activities of the Association, as specified by the Bylaws and Policies of the Association.
- 8.3. The Executive shall be comprised of:
  - 8.3.1. President;
  - 8.3.2. Vice-President, Student Affairs;
  - 8.3.3. Vice-President, External;
  - 8.3.4. Vice-President, Operations and Finance; and,
  - 8.3.5. Indigenous Liaison.
- 8.4. With exception of the Indigenous Liaison, the Executive shall be elected in a general election of the Membership to be held before the end of the current Executive's term.
- 8.5. With exception of the Indigenous Liaison, the term for the Executive is from May 1 to April 30.

## 9. General Meetings

- 9.1. Annual General Meeting
  - 9.1.1. The Association shall hold an Annual General Meeting (AGM) once per fiscal year, held sometime between the months of September and April, inclusive.
  - 9.1.2. In addition to any other business proposed by Council or Members, the following business shall be conducted at the Annual General Meeting:
    - i. Receiving the audited financial statements;
    - ii. Receiving the report of Council with respect to activities of the preceding year;
    - iii. Appointment of the auditor.
- 9.2. Special General Meetings
  - 9.2.1. A Special General Meeting (SGM) shall be called if:
    - i. A petition to call a Special General Meeting with the names, NSIDs, and signatures of at least one-hundred (100) Members is submitted to the Association during regular business hours; or,
    - ii. A motion to call a Special General Meeting is passed by a majority vote of Council or the Board.
- 9.3. Quorum
  - 9.3.1. Quorum for General Meetings shall be fifty (50) Members.
- 9.4. Notice of General Meeting
  - 9.4.1. There must be at least 15 days' notice for a General Meeting. The method of notice shall be determined by Council.
- 9.5. Agenda

- 9.5.1. A call for agenda items shall be made no later than thirty (30) days before a General Meeting.
- 9.5.2. The agenda, with supporting materials, shall be made available to members one week in advance of a General Meeting.
- 9.6. Amendments for Governing Documents
  - 9.6.1. Proposed amendments must be circulated with the agenda.
  - 9.6.2. Constitutional Amendments
    - i. The Constitution may only be amended at a General Meeting by a two-thirds (2/3) vote of Members present.
  - 9.6.3. Bylaw Amendments
    - i. Bylaws may only be amended at a General Meeting by a majority vote of Members present.
  - 9.6.4. Policy Amendments
    - i. Policies may be amended by a majority vote of the Board or Council, as applicable to their roles, or at a General meeting.