



Constitution of the Glendon College Student Union

York Hall B126 - 2275 Bayview Avenue M4N 3M6, Toronto ON

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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Table of Contents

Preamble	5
Section 1: Introduction	6
Part 1: Name	6
Part 2: Vision	6
Part 3: Official Languages	7
Part 4: Membership	7
Part 5: Rights and Freedoms	7
Part 6: Authority	8
Section 2: The Council	9
Part 7: The Council	9
Part 8: Roles and Responsibilities of the Council	12
Part 8.1: President	12
Part 8.2: Vice President Academic Affairs / Senators	14
Part 8.3: Vice President Athletics	16
Part 8.4: Vice President Bilingual Affairs	17
Part 8.5: Vice President Campaigns and Advocacy	18
Part 8.6: Vice President Communications	18

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Part 8.7: Vice President Operations	19
Part 8.8: Vice President Social Affairs	21
Part 8.9: Directors	21
Part 8.10: First-Year Representatives	23
Part 8.11: Transition Binder	23
Part 8.12: Hiring the Speaker of Council	23
Section 3: Accountability	24
Part 9: Impeachment	24
Part 9.1: Grounds for Impeachment	24
Part 9.2: Procedures for Impeachment	24
Part 10: Resignation	25
Part 11: Conflict of Interest	26
Part 12: Honoraria	26
Section 4: Elections	28
Part 13: Frequency of Elections	28
Part 14: General Proceedings	28
Part 15: Disciplinary Actions	29
Part 16: Appointments	30
Section 5: Council Operations	31

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Part 17: Council Meetings	31
Part 18: Executive Meetings	32
Part 19: General Meetings	32
Part 19.1: Conduct of General Meetings	32
Part 19.2: Quorum	33
Part 19.3: Notice	33
Part 19.4: Minutes	34
Part 19.5: Referendum	34
Section 6: Equity, Diversity, and Inclusion	35
Part 20: Equity, Diversity, and Inclusion	35
Part 21: Chief Equity Officer	35
Section 7: Finance	37
Part 22: Signing Authority	37
Part 23: Money Matters	37
Part 24: Chief Financial Officer	38
Section 8: Clauses	40
Part 25: Indemnity Clause	40
Part 26: Date Clause	40
Part 27: Binding Clause	40

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Section 9: Amending Formula	41
Part 28: Amending the Constitution	41
Part 29: Amending the Bylaws	41
Part 30: Introducing Bylaws	42
Section 10: Definitions	43

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Preamble

In accordance with the Glendon College tradition of a bilingual, liberal arts education dedicated to public service; in esteem of the great academic traditions built within York University; cherishing Canada's multicultural identity; and seeking to define the roles and responsibilities invested within the student union, and to facilitate an active role for its members; the students of Glendon College do hereby establish this constitution to govern the affairs of the Glendon College Student Union.

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LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Section 1: Introduction

Part 1: Name

1.1 The name of the organization hereby constituted shall be the Glendon College Student Union hereinafter referred to as the GCSU.

Part 2: Vision

2.1 The vision of the GCSU is as follows:

- I. Foster and support activities and events, both of the GCSU and of clubs, which will enhance the university experience of its members and contribute to the educational and social experience of the College;
- II. To safeguard the rights of the individual students regardless of age, sex, gender expression, race, nationality, ancestry, citizenship, marital status, illness or results from medical tests, sexual orientation or preference, place of residence, school of thought, beliefs, religious affiliations or activities, criminal record, any physical handicap or invalidity, or participation or non-participation within the student union, and to further promote and encourage social consciousness;
- III. Effectively represent the student body and its interests by serving as an advocate and a liaison both within the Glendon College and York University communities and with individuals and organizations beyond them;
- IV. Encourage student participation and engagement within the Glendon College community;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- V. Encourage and advocate for academic and intellectual pursuits;
- VI. Work to enhance the bilingual character of Glendon College by providing services and opportunities to students in both French and English.

Part 3: Official Languages

3.1 The official languages of the GCSU shall be French and English.

Part 4: Membership

4.1 The membership of the GCSU is constituted by all students at York University taking at least three credits at Glendon College. The membership of the GCSU shall be further defined as:

- I. Any student living in residence at Glendon College;
- II. Any student with the college affiliation of Glendon College;
- III. Any student with the faculty affiliation of Glendon College.

Part 5: Rights and Freedoms

5.1 The rights and freedoms of the members of the GCSU shall be as follows:

- I. Every member is equal under and before the constitution of the GCSU and has equal rights to benefits under this constitution without discrimination related to age, gender expression, race, nationality, ancestry, citizenship, marital status, illness or results from medical tests, sexual orientation or preference, place of residence, school of thought, beliefs, religious affiliations or activities, criminal record, any physical handicap or invalidity, or participation or non-participation within the student union;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- II. Every member may use either official language at all meetings of the GCSU and request to read proceedings of such meetings in either language;
- III. Every member has the right to vote in Elections, Referenda, and General Meetings held by the GCSU;
- IV. Every member is eligible to stand for election for any position on the GCSU as long as they meet qualifications as specified in Section 2;
- V. Every member has the right to participate in events, benefit from services and organizations supported financially by the GCSU;
- VI. Any member whose rights or freedoms as guaranteed by this constitution have been infringed or denied may apply to the Executive Committee of the GCSU who shall then consult the council in order to obtain such remedy as the council considers appropriate and just in the circumstances;
- VII. All members have the right to speak at the meetings of the Council and at General Meetings.

Part 6: Authority

6.1 The constitution shall be the highest governing document of the GCSU.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Section 2: The Council

Part 7: The Council

7.1 The Council of the GCSU, hereinafter referred to as Council, is the officially constituted administrative body of the GCSU. The Council shall be elected by and shall be directly responsible to its members.

7.2 The Council is the highest legislative body of the GCSU but cannot overrule decisions made at a General Meeting or through a Referendum.

7.3 The Council shall be comprised of Eleven Executive Members:

- I. President
- II. Two Vice Presidents Academic Affairs
- III. Vice President Athletics
- IV. Vice President Bilingual Affairs
- V. Vice President Campaigns and Advocacy
- VI. Vice President Communications
- VII. Vice President Operations
- VIII. Vice President Social
- IX. Chief Equity Officer
- X. Chief Financial Officer

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



The Council shall be comprised of Eight General Members:

- I. Six Directors
- II. Two First-Year Representatives

In addition, the council shall be comprised of the following Officer of the Union:

- I. Chief Equity Officer
- II. Chief Financial Officer
- III. Chief Returning Officer
- IV. Deputy Returning Officer
- V. French Translator
- VI. Two Officers of Promotions
- VII. Two Orientation Chairperson
- VIII. Secretary
- IX. Spanish Translator
- X. Speaker of Council
- XI. York Federation of Student Representative

7.4 All members of Council with the exception of the YFS Representative shall have the right to vote at all council meetings.

7.5 All members of Council shall have the right to speak at all council meetings.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



7.6 The term of the Glendon College Student Senators shall be determined by the York University Senate.

7.7 The term of the YFS Representative shall be determined by the York Federation of Students.

7.8 To facilitate the participation of a broad and diverse number of union members in the work of the council, each member of the council shall be allowed to hold only one position on Council, inclusive of positions as Officers of the Union, outlined in the Bylaws.

7.9 Members of Council shall hold office hours in the GCSU as follows:

- I. Executive members of the Council shall complete six hours of office hours per week.
- II. Directors and First-Year Representatives shall complete three hours of office hours per week
- III. YFS Representative's office hours shall be set in consultation with the YFS Board of Directors.
- IV. Officers of the Union with the exception of the Speaker of Council shall complete three office hours if they so choose at the discretion of the Vice President Operations.

7.10 The qualifications to be on council shall be as follows:

- I. Be a member of the GCSU constituency as outlined in Section 1, Part 4.
- II. First-year representatives shall be in their first year of study.

7.11 The Chief Equity Officer and the Chief Financial Officer shall serve in advisory capacities as Officers of the Union on the Executive Committee.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Part 8: Roles and Responsibilities of the Council

8.1 President

- I. The President shall be the chief spokesperson of the GCSU and shall act as the liaison between the Council and the administration of Glendon College and York University, the governments, and other organizations and institutions outside of the College unless otherwise specified within the constitution;
- II. Shall act as a liaison between the GCSU and other College councils within York University;
- III. Shall act, in conjunction with the YFS Representative, as a liaison between the GCSU and the YFS;
- IV. Shall, with the Chief Financial Officer, be a member of the GCSU-YFS Activity Fund committee;
- V. Shall, in an unbiased manner, administer and enforce the constitution, all policies and rulings of the Council according to the interpretation of the Speaker of Council;
- VI. Shall support the efforts of the Vice President Operations whose mandate it is to ensure that all duties and responsibilities of all Council members are properly fulfilled in a timely and coordinated fashion as outlined by the constitution, and shall perform such tasks as are requested to ensure this is done efficiently;
- VII. Shall carry out, in conjunction with the appropriate Executive members, the hiring process for all Officers of the Union;
- VIII. Shall directly supervise the functions of all Officers of the Union;
- IX. Shall co-sign all financial documents issued by the GCSU;
- X. Shall prepare, in direct consultation with the Council an annual statement of goals and objectives to be presented to the Council in August;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- XI. Shall chair the meetings of the Executive Committee;
- XII. Shall be an ex-officio member of all GCSU Committees;
- XIII. Shall negotiate all contractual agreements for the GCSU, in coordination with the Executive Committee;
- XIV. Shall act as a liaison with the Friends of Glendon Board of Directors;
- XV. Shall act as a liaison between the GCSU and both on-campus and off-campus media in conjunction with the Vice President Communications and Vice President Campaigns and Advocacy;
- XVI. Shall convene and chair the Presidential Committee a minimum of once each month of the academic year;
- XVII. Shall be a member of the student representative roundtable;
- XVIII. Shall appoint a council member to serve on the Community Safety Council;
- XIX. Shall be the GCSU representative member on the student organization roundtable;
- XX. The President will be the primary person responsible for, in conjunction with the Vice President Communications, maintaining the privacy of all information contained in the listserv or any other conditions otherwise stipulated by York University;
- XXI. Shall act as a liaison between the GCSU and other student unions, associations, organizations, and federations outside of York University;
- XXII. Shall be responsible for Council's relations with faculty and staff unions within the University and in the province;
- XXIII. Shall foster a presence on the Keele campus among student organizations, college councils, and other relevant York University partners.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



8.2 Vice Presidents Academic Affairs/Senators

- I. The Vice Presidents Academic Affairs shall be responsible for attending all meetings as required of the York University Senate and shall be the GCSU's representatives on the York University Senate and committees;
- II. Shall aid and assist the GCSU, or any of its members, in their dealings with the York University Senate or any of its committees;
- III. Shall be responsible for relations between the Council and the Chair of Student Caucus of the Glendon College Faculty Council;
- IV. Shall gauge the Council's opinion prior to Senate meetings on agenda items;
- V. Shall convene and chair the Academic Affairs Committee a minimum of once each month of the academic year and seek to have representation from each program offered at Glendon College on said committee;
- VI. Shall advocate and represent students in all areas of academic governance to ensure student voices are heard;
- VII. Shall promote opportunities of leadership in academics for students to pursue and get engaged in Academics at Glendon;
- VIII. Shall be responsible for being up to date on academics at Glendon College and the related services provided;
- IX. Shall work on and execute plans on any academic campaigns through means of polls, research, surveys, etc. to help improve Glendon and the lives of its students via Senate, Faculty Council, and/or Student Caucus and/or in conjunction with Vice President Campaigns & Advocacy;
- X. Shall keep Glendon students updated on changes at the federal, provincial or municipal levels that may impact academics at Glendon;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- XI. Shall spearhead Program of Recognition and abide by the rules set out in the relevant Bylaw;
- XII. Shall promote scholarship, bursary, internship, and/or work/study opportunities that are available to students;
- XIII. Shall work with Vice President Operations to act as a liaison with Glendon College Faculty Council;
- XIV. Shall hold Academic Orientated Events throughout the year;
- XV. Shall be responsible for overseeing, assisting, and representing Glendon academic student associations and any student organization bearing comparable responsibilities;
- XVI. Shall work on and execute plans on any academic campaigns through means of polls, research, surveys, etc. to help improve Glendon and the lives of its students via Senate, Faculty Council, and/or Student Caucus;
- XVII. Shall act as a liaison with the Glendon College Faculty Council;
- XVIII. Shall update Glendon students on changes at all three levels of government - federal, provincial, and municipal - in addition to any changes made at the university or faculty level, that impact or may impact academics at Glendon;
- XIX. All agendas and motions presented at Senate and Faculty Council must be made public to students, and key points within them shall be flagged and summarized;
- XX. Prior to voting at Faculty Council and Senate, both Vice Presidents Academic Affairs/Senators must hold a joint plebiscite that engages the entirety of the GCUS' membership, such that they may make an informed decision on how to vote at the respective meetings of these assemblies;
- XXI. Both Vice Presidents Academic Affairs/Senators must uphold the result of the plebiscite at the meeting of the assembly to which it applies - Faculty Council or Senate respectively.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



8.3 Vice President Athletics

- I. Shall oversee the organizing of recreational and inter/intra college sports activities;
- II. Shall work in conjunction with the Chief Financial Officer to develop an appropriate budget for the year no later than August 1st;
- III. Shall ensure that entrance bonds and other fees are paid to the Intramural office in order to enter sports teams;
- IV. Shall represent the Glendon College Student Union as a voting member of the Students Intramural Recreation Council (SIRC) of York University;
- V. Shall appoint another council member to attend SIRC meetings in the case of absence;
- VI. Shall endeavor to study the SIRC Constitution and the SIRC Handbook as well as make it available to all members of council;
- VII. Shall keep track of and enforce any suspensions or penalties incurred by a Glendon student in intramural sports;
- VIII. Shall be the Council's liaison with the Glendon Athletic Center;
- IX. Shall oversee the IM leagues accounts;
- X. Shall be the de facto team captain should no captain be chosen, and shall oversee team captains as required;
- XI. Shall convene and chair the Athletics Committee a minimum of once each month of the academic year;
- XII. To maintain and update the Athletics board;
- XIII. Maintain and ensure the well-being of any GCSU sports equipment;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



XIV. Maintain a record of all teams submitted as the year progresses.

8.4 Vice President Bilingual Affairs

- I. The Vice President Bilingual Affairs shall be responsible for representing the needs of students regarding bilingualism on campus;
- II. Shall be the Council's representative within the Francophone and Bilingual Caucus of the Canadian Federation of Students (CFS)-Ontario;
- III. Shall be responsible for communicating to council all initiatives in regards to post-secondary education from notable government agencies and ministries like the Ontario Ministry of Francophone Affairs;
- IV. Shall be responsible in conjunction with the President and the Vice President Campaigns and Advocacy for relations with the provincial and federal governments in regards to bilingual affairs;
- V. Shall oversee the work of the French and Spanish Translators;
- VI. Shall be the Council's liaison with the Francophone community of Toronto and Francophone media;
- VII. Shall convene and chair the Bilingual Affairs Committee a minimum of once each month of the academic year;
- VIII. Shall work as an advocate for bilingualism within the GCSU as well as within York University as a whole;
- IX. Shall plan, organize, and administer all activities to promote Bilingualism;
- X. Should a French Translator not be hired, shall oversee the translation of all GCSU documents and materials, upon request.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



8.5 Vice President Campaigns and Advocacy

- I. Shall be the GCSU's representative on the executive committee of the Canadian Federation of Students-Ontario;
- II. Shall be the GCSU's representative in meetings held by the Canadian Federation of Students (National);
- III. Shall endeavor to monitor the function of the Ontario Ministry of Training, Colleges, and Universities and inform the Council of developments in postsecondary education;
- IV. Shall advise the Council on which campaigns to initiate and/or support and shall represent the council in such campaigns;
- V. Shall act upon the decision of Council to implement campaigns within the Glendon community and strive to ensure student engagement within the organization of the campaigns at Glendon;
- VI. Shall act as a liaison between the GCSU and both on-campus and off-campus media in conjunction with the President and the Vice President Communications;
- VII. Shall convene and chair the Campaigns and Advocacy Committee a minimum of once each month of the academic year.

8.6 Vice President Communications

- I. The Vice President Communications shall be responsible for all communications of the GCSU;
- II. Shall be responsible for publicizing through all available means of communication of all events, elections, services, initiatives, policies, and announcements sponsored by the GCSU;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- III. Shall assist upon request any student club in its efforts to communicate with the student body;
- IV. Shall be responsible for maintaining all of the GCSU's online media;
- V. Shall, in conjunction with the Office of Student Affairs, maintain the Poster policy;
- VI. Shall be responsible for making public the agenda no less than twenty-four (24) hours prior to any Council meeting;
- VII. Shall be responsible for making public the time and place of all Council meetings no less three business days prior to the meeting;
- VIII. Shall act as a liaison between the GCSU and both on-campus and off-campus media in conjunction with the President and the Vice President Campaigns and Advocacy;
- IX. Shall convene and chair the Communications Committee a minimum of once each month of the academic year;
- X. All information must be available to the student body in both French and English;
- XI. Shall be responsible for the revision and upholding of the GCSU Communications Policy subject to approval by Council;
- XII. Shall oversee in conjunction with the President all Officers of Promotions.

8.7 Vice President Operations

- I. The Vice President Operations shall be responsible for the internal operations and maintenance of services of the Council;
- II. Shall be responsible for office management with a view to maintaining efficiency and report to Council any problems arising thereof;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- III. Shall coordinate, in conjunction with the YFS, the implementation of the YFS services;
- IV. Shall coordinate, in conjunction with the CFS, the implementation of the CFS Services;
- V. Shall be responsible for overseeing the attendance and proper conduct of members during office hours and to report any problems arising thereof to the Executive Committee;
- VI. Shall act as an advisor to all committees of the Council and to present all committee reports to the Council when requested;
- VII. Shall oversee, in conjunction with the President, the work of all Officers of the Union;
- VIII. Shall seek to develop new services for the GCSU, in coordination with the Council;
- IX. Shall coordinate the annual transition of the Council;
- X. Shall act as President if the President is absent and unable to fulfill their duties;
- XI. Shall be responsible for ensuring that the Constitution of the GCSU remains relevant and updated throughout the course of his/her term of office and if needed, shall propose amendments to the Constitution;
- XII. Shall assist any other member of the Executive Committee in the performance of their duties, as requested;
- XIII. Shall convene and chair the Services Committee a minimum of once each month;
- XIV. Shall coordinate in conjunction with the President the D-House Hilliard Space;
- XV. Shall coordinate in conjunction with the President the booking, maintenance, and inventory of Richard's Room, Breezeway and A300;
- XVI. Shall be the Council's representative on the Food committee as administered by the Glendon Food Services;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- XVII. Shall ensure that all duties and responsibilities of all Council members are properly fulfilled in a timely and coordinated fashion as outlined by the constitution, in conjunction with the President where appropriate and necessary.

8.8 Vice President Social Affairs

- I. The Vice President Social Affairs shall be responsible for the planning, organizing and administering of all social activities and events directly sponsored by the Council;
- II. Shall ensure that a variety of activities and events for the GCSU members are organized during the year;
- III. Shall create, in conjunction with the Social Affairs Committee, a preliminary events calendar for the year no later than September 30th;
- IV. Shall convene and chair the Social Affairs Committee a minimum of once each month of the academic year;
- V. Shall act as a liaison between the GCSU and other college councils at York University in regards to social activities;
- VI. Events with a budget exceeding \$5,000 shall have all logistic details confirmed a month prior to the date of the event.

8.9 Directors

- I. The complement of Directors shall be composed of: one Bilingual Affairs Director, one Campaigns and Advocacy Director, one Clubs Director, one Council Director, one Services Director, and one Social Director;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- II. All Directors shall aid and assist the Executive Committee in the planning, organizing, and administration of all activities sponsored by the Council;
- III. The Bilingual Affairs Director shall support the mandate of the Vice President Bilingual Affairs in the planning, organizing, and administration of all activities to promote Bilingualism as well as advocacy efforts around issues of bilingualism on campus;
- IV. The Campaigns and Advocacy Director shall support the mandate of the Vice President Campaigns and Advocacy in implementing campaigns that are relevant to the student body within the Glendon community and strive to ensure student engagement within the organization of the campaigns at Glendon;
- V. The Clubs Director shall be responsible for maintaining direct communication to clubs and furnishing them with all relevant information with regards to services and supports of Council;
- VI. The Council Director shall endeavor to facilitate the flow of information between the Council and the student body and endeavor to represent the views of constituents to the Council;
- VII. The Services Director shall work with the Vice President Operations to find new student services, as well as help coordinate the provision of these services out of the GCSU Office;
- VIII. The Social Director shall support the mandate of the Vice President Social in the planning, organizing, and administering of all social activities and events directly sponsored by the Council;
- IX. All Directors shall be responsible for maintaining their membership on a minimum of two committees of Council in addition to the Presidential Committee;
- X. The President and Vice President Operations shall oversee the work of the Directors and shall be responsible for assigning additional tasks and duties as may be requested by the Executive Committee, in conjunction with the relevant mandates.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



8.10 First-Year Representatives

- I. The First-Year Representatives shall aid and assist the President, Vice Presidents, and Senators in the planning, organizing, and administration of all activities sponsored by the Council;
- II. Shall endeavor to facilitate the flow of information between the Council and the first-year students;
- III. Shall endeavor to represent the views of students to the Council;
- IV. Shall be responsible for maintaining their membership on a minimum of two committees of Council in addition to the Presidential Committee;
- V. Shall work in conjunction with the Orientation Chairpersons to support first years.

8.13 Transition Binder

- I. All executive members shall build and maintain a transition binder to be completed by April 1st.

8.14 Hiring the Speaker of Council

- I. The Executive Committee must hire a speaker within fifteen (15) business days after May 1st.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



Section 3: Accountability

Part 9: Impeachment

9.1 Grounds for Impeachment:

- I. Mismanagement of GCSU funds;
- II. Failure to fulfill constitutionally mandated responsibilities;
- III. Wilful violation of the spirit of the Constitution and bylaws;
- IV. Any reason(s) that the Council considers appropriate.

9.2 Procedures for Impeachment

- I. A motion for impeachment must be passed by a two-thirds majority of the Council;
- II. A motion of impeachment may be applied against any member of council;
- III. Any member must be given at least ten days written notice of the motion to impeach them, as presented to the President and to the Speaker of Council;
- IV. The written notice of the motion shall be presented to the President and the Speaker of Council;
- V. In the event that the motion concerns the President, the motion shall be sent to the Speaker of Council;
- VI. Upon receipt of the motion to be impeached, the Speaker of Council shall notify the council of said motion;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



- VII. Impeachment may also be proposed by at least one-tenth of the membership of the GCSU in the form of a verifiable petition to the Council;
- VIII. The mover of the motion of impeachment shall present a list of offenses to the Speaker of Council who will state the offenses to the Council;
- IX. The member of council to which a motion of impeachment applies may make a statement and thereafter shall withdraw during the time the matter is in debate;
- X. A vote to impeach a member of council shall be conducted by secret ballot, the member of council to which the vote applies shall not participate in this vote;
- XI. If any member of council is absent for three consecutive meetings of the Council, an automatic motion of impeachment will be put before council;
- XII. If any member of council is habitually late for meetings of the Council, habitually misses office hours, or consistently fails to perform his/her duties, it shall be the duty of the Council to consider a motion of impeachment.

Part 10: Resignation

10.1 Any member of the Council may resign by informing the President and the Speaker of Council in writing (or by email) of their decision. Should the President resign, the Executive Committee is required to appoint an interim President in consultation with the council no later than twenty (20) business days following the resignation;

10.2 The President may resign by informing the Executive Committee and the Speaker of Council in writing (or by email);

10.3 The resignation shall be in immediate effect once the President and Speaker of Council have been informed in writing (or by email) of their decision. The resignation of the council member and the individual appointed shall be recorded in the proceeding meeting minutes;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



10.4 Should a Vice President resign, the Executive Committee is required to appoint an interim Vice President in consultation with the Council no later than twenty (20) business days following the resignation;

10.5 Any Officer of the Union or employee may resign by informing the President, in writing (or by email) of their decision.

Part 11: Conflict of Interest

11.1 No member of council is entitled to vote upon any question in which that member has a conflict of interest;

11.2 A member shall not use their position to seek to influence a decision made by another person to further that member's private interest.

Part 12: Honoraria

12.1 The President shall be paid an amount as determined by council not exceeding \$4000 for one academic year;

12.2 The Vice Presidents shall each be paid an amount as determined by the council not exceeding \$1200 each for one academic year, except the Vice Presidents of Academic Affairs/Senators;

12.3 The Vice Presidents of Academic Affairs/Senators shall each be paid an amount as determined by the council not exceeding \$600 for one academic year for both roles;

12.4 The Councillors and First Year Representatives shall each be paid an amount as determined by council not exceeding \$200 for one academic year;

12.5 The Council shall not award bonuses to any member of Council receiving an honorarium as outlined in Sections 12.1 - 12.4;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



12.6 Officers of the Union can be paid up to a maximum of \$300 at the discretion of the Council unless otherwise specified by this constitution or its bylaws;

12.7 It is up to the discretion of the Council the amount to which an interim appointed member of the Council shall be paid. This amount must not exceed the amount as outlined for the position in Sections 12.1 - 12.4;

12.8 The Chief Financial Officer shall receive the final installment of their honoraria upon the successful completion of the general audit for the fiscal academic year of their term.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



Section 4: Elections

Part 13: Frequency of Elections

13.1 The GCSU shall hold two elections during each academic year;

13.2 The Fall elections shall take place at the beginning of the academic year, no later than the last day of the month of October;

13.3 The term of the members of the Council elected in the Fall Elections will commence after the Fall Election ratification meeting and end at the following year's Fall Election Ratification Meeting;

13.4 The Spring Elections shall take place at the end of the academic year, no later than the last day of the month of March;

13.5 The term of members of the Council, with the exception of the Vice Presidents Academic Affairs/Senators and YFS Representative, elected in the Spring Elections is May 1st of the year of the election to April 30th of the following year;

13.6 The term of the Senators is two academic years, as defined by the York University Senate;

13.7 The Vice Presidents Academic Affairs/Senators will be elected at the Spring Elections when there is a position available.

Part 14: General Proceedings

14.1 The Fall and Spring GCSU elections shall be organized and run by the Chief Returning Officer (CRO) of the GCSU, under direct supervision of the President;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



14.2 Each of the elections shall be comprised of a nomination period, a campaign period, and a voting period;

14.3 The CRO shall be responsible for communicating with all candidates and with the Council;

14.4 The positions elected during the Fall elections shall be the following:

- I. First-Year Representatives (two positions)

14.5 The positions elected during the Spring elections shall be the following:

- I. President
- II. Vice Presidents Academic Affairs/Senators (two positions)
- III. Vice President Athletics
- IV. Vice President Bilingual Affairs
- V. Vice President Campaigns and Advocacy
- VI. Vice President Communications
- VII. Vice President Operations
- VIII. Vice President Social Affairs
- IX. Directors (six positions)

Part 15: Disciplinary Actions

15.1 The CRO shall follow the Elections Bylaw to outline rules and regulations that the candidates have to follow during elections;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



15.2 In the event of a candidate or member of the union reporting an incident directly related to the elections, the CRO shall communicate with council and in consultation with council shall determine the appropriate course of action.

Part 16: Appointments

16.1 If a council member is impeached or resigns, an interim council member shall be appointed no later than twenty (20) business days after the official resignation or impeachment;

16.2 Candidates for an interim council member position must be passed by a two-thirds majority vote by the Executive Committee before being brought to council;

16.3 There must be a two-thirds majority vote, by council, in order for a candidate to be appointed into an interim council member position;

16.4 All interim council members shall have the same powers and responsibilities as elected council members;

16.5 All positions occupied by interim council members shall be up for election during the next available election unless specified by the Elections Bylaw;

16.6 GCSU members shall be informed of an appointment onto Council no later than five business days after the appointment has been passed by Council.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



Section 5: Council Operations

Part 17: Council Meetings

17.1 Meetings of the Council shall take place no less than once every three weeks;

17.2 Quorum is constituted by fifty percent plus one member of the Council during the summer term, and two-thirds of the Council during the academic school year as computed by the Speaker of Council with at least four members of the Executive Committee present;

17.3 The Council will run its meetings in accordance with Robert's Rules of Order;

17.4 All members of Council have the right to vote on all business conducted during any meeting of the Council with the exception of the YFS Representative;

17.5 The Speaker of Council and the Officers of the Council shall always remain neutral, and shall not be called upon to vote;

17.6 Members of Council not in attendance at meetings of the Council may designate a proxy to another member of Council in attendance at such meetings;

17.7 Members of Council shall not have more than two proxies at a meeting of the Council;

17.8 The Speaker of the Council shall be appointed by the Executive Committee and shall have a demonstrated knowledge of Robert's Rules of Order and the GCSU's constitution and associated bylaws;

17.9 All members of the Council are required to attend all meetings of the Council;

17.10 The agenda of meetings of the Council shall be prepared and distributed to members of the Council by the Speaker of the Council at least twenty-four (24) hours prior to the start of a

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



meeting, should the Speaker of the Council not be available, the President shall take on this responsibility;

17.11 It is mandatory for all members of the Council to present a report at each Council Meeting including the following, but not limited to, their meetings and events attended, initiatives, and cooperation with council members.

Part 18: Executive Meetings

18.1 Meetings of the Executive Committee shall take place bi-weekly during the academic school year;

18.2 Meetings of the Executive Committee shall take place a minimum of once a month during the summer term;

18.3 Executive Meetings shall be called by the President;

18.4 Executive Meeting shall be chaired by the President or an executive designated by the President in their absence;

18.5 Quorum is constituted as two-thirds of the Executive Committee;

18.6 Executive Members are required to attend all meetings of the Executive Committee.

Part 19: General Meetings

19.1 Conduct of General Meetings

- I. The General Meeting shall be held no later than the last day of the month of November;
- II. All members of the GCSU shall be permitted to attend a General Meeting;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



- III. All members shall have the right to speak, to vote, and to introduce motions at a General Meeting;
- IV. There shall be no voting by proxy;
- V. The meeting shall be chaired by the Speaker of the Council;
- VI. It is the President's responsibility, in conjunction with the executive team to present a progress report of the union's accomplishments, plans and goals for the year at the General Meeting;
- VII. General Meetings have the same authority as Referenda but cannot overrule a Referendum;
- VIII. The agenda of a General Meeting, along with the meeting minutes from the previous General Meeting shall be distributed no later than 5 business days prior to the General Meeting;
- IX. It is mandatory that a final operating budget be presented in a General Meeting.

19.2 Quorum

- I. Quorum at a General Meeting shall be constituted by 2% of the members of the GCSU.

19.3 Notice

- I. Notice shall be given no later than one month prior to the General Meeting;
- II. The GCSU shall be responsible for the advertisement of the General Meeting by means of online and print media available on campus.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



19.4 Minutes

- I. A record of the proceedings of all General Meetings shall be kept by the GCSU;
- II. Adoption of the minutes shall be voted on at the following General Meeting;
- III. Minutes shall be made available no later than ten business days after a General Meeting has closed.

19.5 Referenda

- I. A referendum shall be posed to the general membership of the GCSU on matters relating to:
 - A. The levy;
 - B. An agreement that the GCSU holds which requires such;
 - C. Any matters which the Council deems appropriate.
- II. In order to be effective, referendums must be passed by 51% majority of GCSU members voting in the referendum.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



Section 6: Equity, Diversity, and Inclusion

Part 20: Equity, Diversity, and Inclusion

20.1 In its decision making, activities, and representation of the student body to the institution as well as externally, the Council shall strive to eliminate oppression and grow awareness around issues of equity, diversity, and inclusion.

Part 21: Chief Equity Officer

21.1 The Chief Equity Officer shall be responsible for ensuring that campaigns, activities, and programming of the Council reflect the anti-oppressive mandate of the Glendon College Student Union;

21.2 Shall be responsible for ensuring that members of Council receive anti-oppression and any other relevant training within three months of their elected term in conjunction with the President, Vice President Operations who are in charge of council training;

21.3 Shall in collaboration with the pertinent members of the Executive Committee act as a liaison between the Council and relevant University organizations, offices, and departments dedicated to the awareness and elimination of oppressive socio-cultural & economic structures, discrimination, and sexual violence;

21.4 Shall work in direct consultation with the President, Vice President Campaigns and Advocacy to develop political and equity-based campaigns;

21.5 Shall work in direct consultation with the Office of Student Affairs to ensure that Clubs and Student Organizations at Glendon College are equipped with training and resources that reflect the anti-oppressive mandate of the Glendon College Student Union;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



21.6 The Chief Equity Officer shall serve as an Officer of the Union on the Executive Committee;

21.7 The selection of the Chief Equity Officer shall be governed by Bylaw 04: Officers of the Union and Bylaw: 07 Vacancies and Appointments.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



Section 7: Finance

Part 22: Signing Authority

22.1 The signing authority for all financial documents when these positions are both filled lies solely with the President and the Chief Financial Officer;

22.2 In the circumstance that there is a vacancy in the President or the Chief Financial Officer an authorized signing authority voted by the council will fill the vacancy in the capacity of Section 7, Part 22.1.;

22.3 All sensitive documentation or information related to finance is to have its confidentiality protected by the President, the Chief Financial Officer, or authorized signing authority as per Section 7, Part 22.2.

Part 23: Money Matters

23.1 All GCSU initiatives requesting funds shall pass through the council unless otherwise specified by this constitution;

23.2 No request for over \$150 shall be considered outside of a council meeting unless otherwise specified by this Constitution;

23.3 Funding requests from clubs with official recognition which are under \$300 shall be considered by the Executive Committee in accordance with the Club Funding Policy;

23.4 A general office fund shall be established in the amount of \$100 per month and shall be used, under the supervision of the Vice President Operations and Chief Financial Officer, for office administration;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



23.5 All the work done in the capacity of a member of council for the Glendon College Student Union is the property of the Glendon College Student Union, this is inclusive of physical and intellectual properties and notwithstanding impeachment, termination, or the ending of one's term.

Part 24: Chief Financial Officer

24.1 The Chief Financial Officer shall act as an advisor to all committees of Council on matters pertaining to finances;

24.2 Shall supervise and keep record of all financial transactions conducted by the union;

24.3 Shall co-sign all financial documents issued by the GCSU;

24.4 Shall prepare in direct consultation with the Finance committee and the Executive committee by August 1st, a preliminary operating budget;

24.5 Shall prepare, in direct consultation with the Finance committee and the Executive committee, a final operating budget, no later than September 30th;

24.6 Shall, with the President, be a member of the GCSU-YFS Activity Fund committee;

24.7 Shall present the necessary facts and figures to a reputable chartered accountant or agency upon the advice of Student Community and Leadership Development (SC&LD) of York University for the purposes of conducting a general audit for the fiscal academic year prior to the end of term of council;

24.8 Shall present to Council when requested, a detailed list of all financial transactions;

24.9 Shall convene and chair the Finance Committee a minimum of once each month of the academic year;

24.10 Shall be an active member of the Vice President Finance Roundtable;

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



24.11 Shall be responsible for the revision and upholding of the GCSU Finances Policy subject to approval by Council;

24.12 The selection of the Chief Financial Officer shall be governed by Bylaw 04: Officers of the Union and Bylaw: 07 Vacancies and Appointments.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



Section 8: Clauses

Part 25: Indemnity Clause

25.1 The Council shall not be held responsible for a contract signed by a club or organization or person without the written consent of the Council;

25.2 The Council shall not be held responsible for any contract signed by any of its members without the pre-approval of the Council;

25.3 Any member of the Council signing a contract on behalf of, and with the preapproval of, the Council shall not be held personally responsible for that contract.

Part 26: Date Clause

26.1 This constitution shall be effective as of the announcement of the results of the referendum. The changes affected to the structure of the GCSU's council shall occur within the next available election cycle.

Part 27: Binding Clause

27.1 This constitution and all associated by-laws are the governing documents of the GCSU. It is binding on all members of the GCSU and council. All other documents existing prior to its creation are null and void.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Section 9: Amending Formula

Part 28: Amending the Constitution

28.1 Any member of Council or of its general membership may propose an amendment to the Constitution;

28.2 Amendments to the Constitution shall be presented at a General Meeting;

28.3 Amendments to the Constitution require a two-thirds majority of those in attendance at a General Meeting;

28.4 It shall be the responsibility of the President and Vice President Operations to renumber the sections, parts, and clauses of the constitution to accommodate the amendments made, correct grammatical, numbering, and spelling errors, and replace gendered language with gender-neutral language, without need for a formal vote.

Part 29: Amending the Bylaws

29.1 The Council at a Council Meeting or GCSU members at a General Meeting may propose amendment to the Bylaws as defined by this Constitution;

29.2 Amendments to the Bylaws require a two-thirds majority vote of the Council;

29.3 Amendments to Bylaws made at General Meetings require a vote of a two-thirds majority by those in attendance at a General Meeting.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Part 30: Introducing Bylaws

30.1 By-laws may be introduced at a General Meeting or at a meeting of the Council.

30.2 By-laws require a two-thirds majority vote of the Council or those in attendance at a General Meeting to pass.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

GCSU/AÉCG Constitution



Section 10: Definitions

General Meeting: Deliberative meetings of all GCSU Members. Unless otherwise specified, quorum shall be two percent of the membership. General meeting votes are binding on the Council and its membership.

Council: Refers to the members of the GCSU elected through general election as referenced in Section 4: Elections.

GCSU: Refers to all members of the Glendon College Student Union as outlined in Section 1, Part 4: Membership.

Quorum: The minimum number of members of the Council that must be present at any meetings of the Council to make the proceedings of that meeting valid.

Office Hours: Refers to the shifts of work completed during operational hours of the office, which will be set by the Vice President Operations.

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution



This certifies a true and correct copy of the Glendon College Student Union Constitution and Bylaws, enacted on the 5th day of March 2021, by the Glendon College Student Union.

Moboluwajidide Joseph

President

Glendon College Student Union

L'Association Étudiante du Collège Glendon

2020-2021

Anjelica Ramsewack

Vice President Operations

Glendon College Student Union

L'Association Étudiante du Collège Glendon

2020-2021

Marcos Paredes Fernandez

Speaker of Council

Glendon College Student Union

L'Association Étudiante du Collège Glendon

2020-2021

L'association Étudiante Collège Glendon | Glendon College Student Union

LOCAL 93 - CANADIAN FEDERATION OF STUDENTS

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GCSU/AÉCG Constitution