

Constitution of the University of Alberta Debate Society

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***I* The Society**

1. The University of Alberta Debate Society is a non-profit, non-partisan student organization dedicated to the promotion of debate as an educational and worthwhile endeavour.
2. The Society's mandate and goals are as follows:
 - (a) to provide a structure and a friendly atmosphere for competitive debate at the University of Alberta;
 - (b) to educate members in the art of debate;
 - (c) to promote debate among the student body of the University of Alberta;
 - (d) to represent the University of Alberta at off-campus debate tournaments and activities;
 - (e) to promote debate in the community;
 - (f) to facilitate intellectual discourse and discussion on campus, while maintaining a non-partisan stance;
 - (g) to facilitate the development of a democratic student group wherein discussion and a friendly atmosphere are encouraged.

***II* Membership**

1. Any person may apply for membership, subject to the University of Alberta and Students' Union regulations currently in force concerning eligibility for membership in student groups.
2. A person becomes a member of the Society, having tendered the prescribed membership fee to the officer of the Society designated by the Board of Directors, upon the officer's subsequent registration of the person as a member. A person whose membership is refused by the designated officer may appeal to the Board of Directors or subsequently to a General Meeting of the Society.
3. A person may resign membership in the Society by tendering his or her resignation in writing to the officer of the Society designated by the Board of Directors, and such resignation is effective upon receipt.
4. A person may be expelled from membership in the Society upon a two-thirds ($\frac{2}{3}$) majority vote at a General Meeting of the Society, upon the recommendation of the Board of Directors.

5. Membership in the Society extends until the September 30th that is not less than one month and not more than one year and one month after the date of commencement of the membership.
6. The Society's membership fee shall be set from time to time by a General Meeting.

III General Meetings of the Society

1. The Society shall hold at least two General Meetings each year at the University of Alberta, one in each of the Fall and Winter terms. The Board of Directors may convene Special General Meetings of the Society, at any time.
2. The Board of Directors shall determine the time, place, and business of a General Meeting by resolution no less than fourteen days prior to the meeting, and notice of the time, place, and business of the meeting must be given to the members of the Society no less than seven days prior to the meeting, by sending electronic mail to the last known address of each member and by announcing the meeting at each event held by the Society.
3. A General Meeting may act in place of the Board of Directors in any of the Board's duties. Where a General Meeting's resolution conflicts with that of the Board of Directors, the General Meeting's resolution will be implemented.
4. A General Meeting will be competent to amend the Bylaws only when it is called with twenty-one days' notice to members.
5. The quorum for a General Meeting is the greater of one plus twice the size of the Board of Directors, or two-thirds ($\frac{2}{3}$) of the membership. No proxies are permitted for any General Meeting of the Society.
6. The President of the Society shall, if present, preside over the General Meetings of the Society. If the President is not present, the General Meeting shall select a Chair *pro tem* to preside. The Society shall adopt such procedures as it sees fit to operate at a General Meeting, provided that business is determined by majority voting, unless specified otherwise in these Bylaws or in motions adopted by the General Meeting.
7. The Board of Directors shall convene a General Meeting to be held no later than twenty-eight days after the receipt of a petition bearing the names and signatures of at least ten (10) members.

IV Board of Directors

1. The Board of Directors shall, subject to the bylaws, applicable University of Alberta

or Students' Union policies, and directions given to it by majority vote at a General Meeting, have full control and management of the affairs of the Society.

2. The members of the Board of Directors and Officers of the Society are
 - (a) A President, who shall act as a representative of the Society at the direction of the Society or of the Board of Directors; ensure that these bylaws and any other pertinent regulations are complied with; conduct urgent business of the Society in consultation with as many members of the Board as are available if there is insufficient time to convene a meeting of the Board of Directors or a General Meeting, but all such action shall be subject to ratification at the next meeting of the Board of Directors or the next General Meeting; act as a liaison between the Society, the University of Alberta, and the Students' Union; oversee the operations of the Society; and carry out any other duties assigned by the Society or the Board of Directors.
 - (b) An Executive Vice-President, who shall assist the President in execution of the President's duties; act in lieu of the President in case of the President's absence or inability to act; undertake special projects at the direction of the Board of Directors or a General Meeting; co-ordinate fundraising activities of the Society; and carry out any other duties assigned by the Society or the Board of Directors.
 - (c) A Vice-President (Finance), who shall maintain the accounts and monies of the Society; be responsible for the allocation of funds and payment of all bills, debts, and reimbursements; collect all accounts, fees, and monies of the Society; and carry out any other duties assigned by the Society or the Board of Directors.
 - (d) A Vice-President (External), who shall act as a liaison between the Society, the media, and other debate clubs and associations; organize off-campus, external intercollegiate, and community debating activities; and carry out any other duties assigned by the Society or the Board of Directors.
 - (e) A Vice-President (Internal), who shall facilitate communication within the Society; publish an official newsletter of the Society on a regular basis; maintain permanent records, membership lists, and minutes of the Society; undertake the administrative and clerical duties of the Society; and carry out any other duties assigned by the Society or the Board of Directors.
 - (f) Two Members-at-Large, who shall assist all other members of the Board of Directors with the functioning of the Society and carry out any other duties assigned by the Society or the Board of Directors.
3. No person may simultaneously hold more than one position on the Board of Directors, nor may any position on the Board of Directors be simultaneously held by more than one person.
4. The Board of Directors may from time to time appoint persons to assist the Board in

the execution of the duties of any member of the Board.

V Elections and Terms of Office

1. The Board of Directors shall appoint a Chief Returning Officer, who is ineligible to run for office, to organize and co-ordinate elections. If one is not incumbent when an election is required, the President shall act as Chief Returning Officer. Subject to a General Meeting's overriding authority, the Board may set rules for elections.
2. Each member of the Society, subject to the University of Alberta and Students' Union regulations concerning executive composition and election for student groups, may stand as a candidate for office and may, if present at the election, vote.
3. Each Officer and Director of the Society holds office for a term of up to one year, starting not earlier than 1 May and ending on 30 April.
4. The President, Executive Vice-President, Vice-President (Finance), Vice-President (External), and Vice-President (Internal) shall be elected at a General Meeting called for the purpose, to be held no later than 31 March. The Members-at-Large, at least one of whom shall be in his or her first year of membership in the Society, shall be elected at a General Meeting called for the purpose held during the month of September.
5. If an Officer or Director of the Society is no longer a member of the Society, the Board of Directors shall declare the position vacant as soon as practicable.
6. A General Meeting may remove an Officer and Director of the Society from office and may appoint members to fill vacancies.

VI Meetings and Records

1. Each member of the Society has the right to attend a General Meeting. All minutes of General Meetings are to be open to inspection by the members of the Society.
2. The person presiding over a General Meeting or a meeting of the Board of Directors is responsible for ensuring that minutes, including a listing of those in attendance at the meeting, each item of business and motion considered, and the voting totals (if applicable), are recorded and promptly deposited with the Society, in accordance with these Bylaws and any procedures adopted by the Society or the Board of Directors for the operation of the meeting.
3. Each meeting of the Board of Directors or of a body other than a General Meeting will be open to the members of the Society unless declared by a two-thirds ($\frac{2}{3}$) vote of those eligible to vote at the meeting to be in closed session for the purposes of discussing

sensitive personal or financial matters. The records of a closed session of a meeting are themselves closed.

4. The Board of Directors will determine reasonable times, places, and conditions or regulations for the inspection of the accounts and books of the Society by non-Director members. The Board of Directors or a General Meeting may, by two-thirds ($\frac{2}{3}$) super-majority declare any document of the Society, excepting the bylaws and the financial statements of the Society and any other item required to be available by law, applicable University of Alberta or Students' Union regulations, or these bylaws, to be closed if it contains sensitive personal or financial data.
5. Closed records shall not be made available to any person except the Board of Directors; the person auditing the books, accounts, and records of the Society; those present at the closed session to which the records refer; or persons granted access to those closed records by the Board of Directors or a General Meeting. The Board of Directors or a General Meeting may open any closed record except those required to remain closed by law, applicable University of Alberta or Students' Union regulations, or these bylaws.
6. The Board of Directors will see that all books and records required by the bylaws of the Society or any other applicable law or regulation are regularly and properly kept at such a place in Alberta as determined from time to time by the Board of Directors, and are at all reasonable times open to inspection by the Directors and the person auditing the books, accounts, and records of the Society, including
 - (a) a copy of the objects and bylaws of the Society and any special resolutions altering or adding thereto;
 - (b) copies or originals of all documents, registers, and resolutions required by law;
 - (c) minutes of the proceedings of all meetings of the Society and of the Board of Directors;
 - (d) all sums of money received and expended by the Society, and the matters in respect of which the receipt and expenditure takes place; all revenue and purchases of the Society; all assets and liabilities of the Society; all transactions affecting the financial position of the Society.
7. The master copy of these bylaws is to be printed and labelled as such, initialled and dated on each page by the President and the Executive Vice-President, or in their absence by any two Directors of the Society, and stored at a place determined by resolution of the Board of Directors.

VII Finances, Audits, and Seal

1. The fiscal year of the Society is from 1 May to 30 April.

2. The books, accounts, and records of the Society will be audited at least once yearly by an individual elected for that purpose at a General Meeting. A complete and proper statement of the standing of the books for the previous year will be submitted by the auditor at a General Meeting no later than the 30th September subsequent to the close of the fiscal year.
3. The Society may borrow money or enter into contracts only with the approval of the Board of Directors or a General Meeting.
4. The Board of Directors will govern the adoption and use of the seal of the Society, which shall be in the custody of a member or members of the Society designated by the Board of Directors.

VIII Amendment of Bylaws

1. These bylaws may be amended only by special resolution of a General Meeting competent to amend the bylaws, pursuant to the Societies Act.
2. All amendments shall be collated in an appendix to these bylaws, containing the date of the amendment, the original text of the bylaws subject to the amendment, and the amendment made.

A Collated Amendments