

General By-Laws of the Sociology and Anthropology Graduate Students' Association of Concordia University

Preamble

The purpose of the Sociology Anthropology Graduate Students' Association is to organize conferences and discussions of interest to its members, and to represent them at Departmental Assemblies.

Name

1. The Sociology and Anthropology Graduate Students' Association of Concordia University, with the initials "S.A.G.S.A." to be designated the short form, shall be the official name of the Association. Either form shall be legally acceptable.
2. The S.A. G.S.A. head office is located and operates in Montreal QC, Canada.

Object

3. As per the Graduate Student Association, also known as G.S.A., of Concordia University Bylaws, article II- Purpose and Structure, sub-article 2. Faculty, Departmental, Program Associations and Clubs paragraph a) the Sociology and Anthropology Graduate Students' Association is formed to represent the collective interests and promote the general welfare of the graduate students in the Sociology and Anthropology department at Concordia.
4. S.A.G.S.A. is a non-profit society as per the G.S.A. bylaws and has presented a list of their members and a constitution to the council of directors.

Membership

5. A S.A.G.S.A. member shall be considered anyone that fulfils all of the following:
 - a) Is a Concordia University Graduate student,
 - b) Is registered in Graduate Studies as defined by the Office of the Registrar,
 - c) Has paid G.S.A. membership fees as per Article IV, Paragraphs 1 of the G.S.A. By-Laws
 - d) Is a Graduate Student in the Sociology and Anthropology department at Concordia.

Executive Committee

6. The executive committee of S.A.G.S.A. shall consist of two Co-chairs, Conference Co-chairs, a Secretary, a Treasurer, and a Communications Officer.

- a) The executive committee of S.A.G.S.A. should consist of at least one PhD student, at least one M.A. Anthropology student, and at least one M.A. Sociology student whenever possible.

7. The Chair shall:

- a) Be chair of the Executive Committee and organize General Assemblies
- b) Be the official spokesperson for the S.A.G.S.A.
- c) Oversee the day-to-day management of the S.A.G.S.A.
- d) Be responsible for relations with other student communities, student governments, the university administration, and the general public.
- e) Be the S.A.G.S.A. representatives at Sociology and Anthropology departmental assemblies.
- f) Manage internal communications of the S.A.G.S.A.
- g) Call all Committee meetings and General Assemblies.
- h) Co-sign all cheques drawn against S.A.G.S.A. accounts.
- i) Perform duties as outlined in the S.A.G.S.A. By-Laws.

8. The Co-Chair shall:

- a) Assume responsibilities of other Chair in the absence of the other Chair.
- b) Carry out any other duties pertinent to the role of Chair.
- c) Perform duties as outlined in the S.A.G.S.A. By-Laws.

9. The Secretary shall:

- a) Prepare committee and assembly agendas.
- b) Record all pertinent activities of the committee and of the association.
- c) Carry out any other duties pertinent to the role of Secretary.
- d) Report to the Executive Committee once a year.

- e) Perform duties as outlined in the S.A.G.S.A. By-Laws.

10. The Treasurer shall:

- a) Co-sign all cheques drawn against S.A.G.S.A. accounts.
- b) Keep a record of all revenues and expenses of S.A.G.S.A.
- c) Record all pertinent financial activities of S.A.G.S.A.
- d) Report to the Executive Committee once a year.
- e) Perform duties as outlined in the S.A.G.S.A. By-Laws.

11. The Communications Officer

- a) Assume responsibilities of Chair in the absence of the Co-Chairs
- b) Shall act as Liaison with the Graduate Students' Association
- c) Carry out any other duties pertinent to the role of Communications Officer.
- d) Perform duties as outlined in the S.A.G.S.A. By-Laws.

12. The Conference Chair shall

- a) Assume responsibilities for organizing all conference operations

Elections

12. Elections are held every year at the beginning of the Fall term, for a one year term. Executive members may choose a replacement from among the members should an executive retire.

13. In the event of a vacated executive seat the committee shall appoint an interim executive until such time as an executive by-election shall be held.

14. Executives elected in a by election or appointed shall serve the remainder of the fiscal year in which they were appointed.

Eligibility for Office

15. A person is eligible to sit on the S.A.G.S.A. committee or become a member of the Executive Committee if he or she is a member in good standing as laid out in article 5 for the full duration of her or his term in office.

Powers

16. The General Assembly is the ultimate governing body of SAGSA.

17. Each member of the Executive Council has one vote and the Chair has the deciding vote in case of a tie.

18. The Executive Committee shall have the right to take political stances on the behalf of S.A.G.S.A if the following conditions are met;

- a) Any topic addressed in such a statement directly impacts S.A.G.S.A. as an organization, the lives of S.A.G.S.A. members as graduate students, Concordia University as an institution, campus life, graduate students or graduate studies, student government, the university system in Canada and/or Quebec, or post secondary education more generally;
- b) The Executive Committee has consulted with its members to ensure that a majority of them would approve or not object to the organization taking such a stance, unless the issue is time sensitive and the Executive Committee is reasonably certain that a majority of the membership would approve of or not object to the stance being taken.

Finances

19. The Fiscal year of SAGSA shall run from June 1 to May 31.

General Assembly

20. A General Assembly may be called by the Executive Committee.

21. The Chair (or Co-Chair) shall arrange for there to be a chair at every S.A.G.S.A. General Assembly.

22. The notice of General Assembly will consist of an e-mail to all members of S.A.G.S.A. in good standing.

23. Subject to general bylaws General Assembly resolutions are binding on the Association.

24. A General Assembly will be called at least twice per year, once during the Fall semester, and once during the Winter semester.

25. Quorum shall be established at 20% of members in good standing for strike decisions and at 10% for regular business. Strike business shall be defined as business pertaining directly to S.A.G.S.A.'s ability to enter into and participate in a strike or the ability of its membership to do so.

26. In cases where the general bylaws do not address an issue the General Assembly shall adhere to the provisions laid forth in the latest edition of Robert's Rules of Order.

Amendments

27. These General By-Laws may be amended through Council by a two-third (2/3) decision subsequently subject to two-thirds (66%) of the votes cast in a General Assembly to be called specifically for this purpose within ten (10) days of any changes voted by Council.

Ratification

28. These General By-Laws supersede and negate all previous constitutions of the S.A.G.S.A and come into effect upon the approval by a fifty plus one percent (50%+1) vote in a General Assembly.

29. All Special By-Laws enacted under previous constitution remain in effect unless they contravene the new ratified version of these By-Laws.

30. All Articles of General By-Laws come into effect upon the approval of General Assembly.