

Special Students' Representative Council

September 22, 2025 @ 6:00 pm

McCain 201B & MS Teams



1 Call to Order

2 Land Recognition

The MSVUSU acknowledges that we are in Mi'kma'ki, the traditional territory of Mi'kmaq people.

3 Attendance Roll Call

4 Approval of the Agenda

09/22/2025:SRC01 Motion

Be it resolved that the meeting agenda be adopted as distributed/amended.

5 Approval of Minutes

Supporting Documents: Draft Minutes (attached)

09/22/2025:SRC02 Motion

Be it resolved that the minutes for the SRC meeting on 08/25/2025 be adopted as distributed/amended.

6 Society Ratification (D. Hazelton)

Supporting Document: Ratification Packages (attached)

09/22/2025:SRC03 Motion

Be it resolved that the Cultural Studies Society be ratified till April 30, 2026.

09/22/2025:SRC04 Motion

Be it resolved that the World University Service of Canada (WUSC) Society be ratified till April 30, 2026.

09/22/2025:SRC05 Motion

Be it resolved that the Mount Saint Vincent University Varsity Sports Society be ratified till April 30, 2026.

09/22/2025:SRC06 Motion

Be it resolved that the International Student Society be ratified till April 30, 2026.

09/22/2025:SRC07 Motion

Be it resolved that the MSVU Dance Society be ratified till April 30, 2026.

09/22/2025:SRC08 Motion

Be it resolved that the ASCD MSVU Student Chapter Society be ratified till April 30, 2026.

Old Business

7 Budget for Fiscal Year Starting May 2025 (N. Sam)

Supporting Documents: Proposed Budget (to be provided in the meeting)

New Business

8 Reports

8.1 Executives

8.2 Committees

8.3 Caucuses

9 In-Camera

10 Adjournment

09/22/2025:SRC0_ Motion

Be it resolved that the meeting be adjourned at ____ pm.

Students' Representative Council

August 25, 2025 @ 7:15 pm

McCain 201B & MS Teams



1 Call to Order

At 7:17 pm.

2 Land Recognition

The MSVUSU acknowledges that we are in Mi'kma'ki, the traditional territory of Mi'kmaq people.

3 Attendance Roll Call

Attendees: Sara Zegarra, President; Orinari Francis Wokoma, Vice President Research and Graduate Affairs; Diana Hazelton, Vice President Communications; Meghna Minocha, Vice President Advocacy & Undergraduate Student Affairs; Grace MacInnis, Vice President Student Life; Juliana Fanning, Gender Advocacy Representative; Koen Schlieff, Professional Studies Representative; Amanda Myers, Accessibility Representative; Breanne Phee, BIPOC Representative; Mika Paul, Transfer Representative; Nguyen Mai Thao Le, International Representative; Nguyen Mai Thanh Le, Residence Representative; Devora Goldberg, Board of Governors Representative; Armaan Kush, First Year Representative; Hanh Dinh, Mature Representative; Joshua Nostrand, Guest; Carolyn Lewis, Strategic Operations Manager

Regrets: Leila Sobey-Skinner, 2SLGBTQIA+ Representative; Jessica Ryuzki, Science Representative

Absent: Stacie Smith; Education Representative

4 Approval of the Agenda

08/25/2025:SRC01 Motion

Be it resolved that the meeting agenda be adopted as amended.

Vice President Student Life/Vice President Research and Graduate Affairs

Carried Unanimously

5 Approval of Minutes

Supporting Documents: Draft Minutes (attached)

08/25/2025:SRC02 Motion

Be it resolved that the minutes for the SRC meeting on 08/08/2025 be adopted as distributed.

Vice President Student Life/Vice President Communications

Carried Unanimously

6 Society Ratification (D. Hazelton)

Supporting Document: Ratification Packages (to be provided during the meeting)

08/25/2025:SRC03 Motion

Be it resolved that the Food & Nutrition Society be ratified till April 30, 2026.

Vice President Communications/Vice President Student Life

Carried Unanimously

08/25/2025:SRC04 Motion

Be it resolved that the Garden Society be ratified till April 30, 2026.

Vice President Communications/Gender Advocacy Representative

Carried Unanimously

Old Business

7 Service Supervision (second/final reading of updated job descriptions) (S. Zegarra)

Supporting Documents: Updated Job Descriptions (attached)

08/25/2025:SRC05 Motion

Be it resolved that the updated job descriptions be approved as distributed.

Vice President Student Life/President

Carried Unanimously

New Business

8 Elections Committee Appointment

08/25/2025:SRC06 Motion

Be it resolved that the BIPOC Representative be appointed to the MSVUSU Elections Committee until such a time as Students' Representative Council appoints a successor.

Unanimous Consent

9 Unofficial Transcripts for Nomination Packages

Item for discussion and feedback.

10 Student-at-large Appointment

Supporting Document: Application (to be provided during the meeting)

08/25/2025:SRC07 Motion

Be it resolved that the Muhammed Salman Saleeq be appointed to the MSVUSU Constitution and Policy Planning Committee until such a time as Students' Representative Council appoints a successor.

Unanimous Consent

11 Housing Bursary Committee

08/25/2025:SRC08 Motion

Be it resolved that the Students' Union establish the Housing Bursary Committee as a special committee to oversee the administration of the MSVU Students' Union Housing Support Fund.

Be it further resolved that the committee shall be chaired by the Administrative Assistant & Governance Secretary, who shall be responsible for facilitating the annual housing support fund project, including establishing and coordinating the committee.

Be it further resolved that the committee shall:

- Be cross-functional, comprising internal and external stakeholders including student, faculty, and administrative representatives.
- Develop review criteria aligned with the bursary's purpose.
- Coordinate a comprehensive application review process.
- Collaborate to reach consensus or majority vote in selecting bursary recipient(s).

Be it further resolved that committee membership may change from year to year or as needed, and updates to membership shall be made at the discretion of the committee chair in consultation with the President, with all changes and progress communicated to the SRC.

Vice President Communications/Gender Advocacy Representative

Carried Unanimously

12 Budget for Fiscal Year Starting May 2025

Budget presentation by Chief Financial Officer.

13 Reports

13.1 Executives

Reports were presented by Vice President Communications, Vice President Student Life, Vice President Research and Graduate Affairs, Vice President Advocacy & Undergraduate Student Affairs, and the President.

<Chair recognized Board of Governors Representative to speak outside the established agenda with unanimous consent.>

The Board of Governors Representative expressed their intension to resign from their position and offered a recommendation for a successor.

08/25/2025:SRC09 Motion

Be it resolved that the Board of Governors Representative propose a proposal for a Board of Governors Representative replacement.

Board of Governors Representative/Vice President Communications

Carried Unanimously

08/25/2025:SRC10 Motion

Be it resolved that Jackson MacIntyre be appointed as Board of Governors Representative.

Board of Governors Representative/President

Defeated

<Chair acknowledged the receipt of the resignation from Board of Governors Representative.>

13 Adjournment

08/25/2025:SRC11 Motion

Be it resolved that the meeting be adjourned at 9:05 pm.

Mount Saint Vincent University

Cultural Studies Society

Constitution 2025

Article I: Name

The name of this organization shall be the Mount Saint Vincent University Cultural Studies Society, and shall hereinafter be referred to as the MSVUCSS.

Article II: Objectives

The purpose of the MSVUCSS shall be to give students the opportunity to engage with topics related to the discipline of cultural studies, provide space and facilitate discussion, act as a resource to students, and provide events for any and all students who wish to engage with cultural studies.

Article III: Membership

1. All current students enrolled at MSVU are eligible to become active members of the MSVUCSS.
2. Students shall be considered an active member once they submit their contact information to the Executive Council and have attended one MSVUCSS meeting or event.
3. An active member shall be considered inactive if they are absent from all Society events and meetings within one academic year or if they request to be removed from the Society's contact list.
4. An inactive member shall be considered active once they attend a minimum of one Society event or meeting, or their resubmission of contact information.
5. MSVU faculty, staff, alumni, and other non-students are welcome to attend MSVUCSS meetings, events, and activities as non-voting honorary members.
6. As the MSVUCSS is an academic society, a faculty of MSVU's Cultural Studies Department must approve the Society and may choose to become the MSVUCSS's faculty advisor and attend the Executive Council's meetings.
7. Only students who are active members may run for MSVUCSS Executive Council election.

Article IV: Executive Council

1. Management and authority of general membership shall be conducted by the Executive Council
2. The Executive Council shall include the following positions: President, Vice-President, Secretary, and Treasurer.
3. The Executive Council may also include positions like Event Coordination, Chronicler, and First-year Representative.
4. Should demand or duties dictate, the Executive Council positions may be held by two individuals who share the respective duties of the position.
5. When it is most beneficial, members of the Executive Council may decide to collaborate on individual duties, and thus share responsibility for those duties.
6. The duties of the Executive Council are as follows:
 - a. President
 - i. Shall be the chief officer and chairperson for the Executive Council and general meetings
 - ii. Shall provide leadership and motivation to the Society
 - iii. Shall maintain the role of members and be responsible for renewing the MSVUCSS at the start of each academic year after the Annual General Meeting.
 - iv. Shall be responsible for organizing Society events.
 - v. Shall hold the primary responsibility for communication with professors, departments and the MSVU Student's Union.
 - vi. Shall be a signing authority for the MSVUCSS bank account.
 - vii. Shall share responsibility with the Vice President for the administration and moderation of any social media accounts and websites of the MSVUCSS
 - b. Vice President
 - i. Shall be the President's alternate, and assume all duties of the president in the absence of said officer.
 - ii. Shall share responsibility with the President to manage social media accounts.
 - iii. Shall share responsibility with the President or the administration and moderation of any social media accounts and websites of the MSVUCSS.

- iv. Shall be responsible for maintaining communication between the MSVUCSS and the public.
 - c. Secretary
 - i. Shall be responsible for maintaining meeting agendas and minutes
 - ii. Shall be responsible for booking meeting rooms and organizing virtual meetings.
 - iii. In their absence, shall assume the duties of the Chronicler.
 - d. Treasurer
 - i. Shall be responsible for maintaining budgetary records and transactions of the MSVUCSS.
 - ii. Shall be responsible for maintaining the MSVUCSS bank account.
 - iii. Shall be responsible for fundraising and applying for society funding from the MSVU Student's Union.
 - iv. Shall be a signing authority for the MSVUCSS bank account.
 - e. Chronicler
 - i. Shall be responsible for the customs of the MSVUCSS.
 - f. Event Coordinator
 - i. Shall be the primary organizer of MSVUCSS events, meetings, and activities.
 - g. First-Year Representative
 - i. Shall become familiar with all positions on the Executive Council and support those roles.
7. Members of the Executive Council shall hold office for a period of one academic year, beginning and ending the day after Executive Council elections have been completed
 8. In the event that a member of the Executive Council leaves their position before their term is concluded, or a position of the Council is unable to be filled, the remaining members of the Executive Council shall assume the duties of that position until a by-election can be held at the earliest convenience.

Article V: Meetings

1. The Executive Council shall meet a minimum once per semester.
2. Council Meetings will meet quorum with three of the four non-periphery executives present.

3. The MSVUCSS shall meet a minimum of twice per academic year.
 - a. The MSVUCSS shall hold a Semi-Annual Meeting during the month of October to welcome new members, pass new amendments to the constitution as needed, to conduct by-elections if necessary, and to outline the goals and expectations for the academic year.
 - b. The MSVUCSS shall hold an Annual General Meeting during the month of April to review the past year, pass amendments to the constitution as needed, to elect members to the Executive Council, to discuss the budget for the upcoming year, and to prepare the MSVUCSS renewal in May.
4. General meetings shall be called during the academic year on a as needed basis at the discretion of the Executive Council on the advice of the active membership.
5. Quorum of a meeting of the MSVUCSS shall be one quarter of all active members.
6. All motions and resolutions shall require a majority vote to pass.
7. All meetings of the MSVUCSS shall be communicated via email, and optionally via other means.

Article VI: Elections

1. Elections of the Executive Council shall take place before the last day of the preceding academic year.
2. All active Society members shall be informed of the election date of Executive Council members.
3. Each active member of the MSVUCSS shall cast one vote for each position during the election of the Executive Council.
4. Active members may nominate themselves to be a candidate for a position on the Executive Council, or be nominated by at least two other active members of the MSVUCSS.
5. The winner of the election shall be determined by a majority vote.
6. Individuals holding positions within the society may run for re-election in the year end election.

Article VII: Impeachment

If a member of the Executive Council is not fulfilling their responsibilities in the position description, a majority vote of active MSVUCSS members shall constitute impeachment.

Article VIII: Finances.

1. Funds of the MSVUCSS shall come from fundraising efforts and sponsorship from the MSVU Student's Union.
2. Signing officers of the MSVUCSS shall be the President and Treasurer.
3. The fiscal period of the MSVUCSS shall be the academic year.
4. The MSVUCSS budget shall be passed by a majority vote of the Executive Council after consultation with the active membership.
5. All surplus funding and all property purchased by the MSVUCSS shall be carried over to the next academic year.
6. As stipulated by the societies policy of the MSVU Student's Union, if the MSVUCSS dissolves, any surplus funds shall be remitted to the Student's Union.

Article IX: Constitutional Amendments

1. This constitution shall become effective upon unanimous approval by the Executive Council after consultation with the active membership.
2. Hereinafter, this Constitution may be amended at a meeting of the active membership by a majority vote.
3. The effectiveness of the Constitution shall be reviewed and evaluated twice annually: at the Annual General Meeting and at the Semi-Annual General Meeting.

Mount Saint Vincent University WUSC Society

CONSTITUTION

Article I: Name

The name of this organization shall be the Mount Saint Vincent University WUSC Society (World University Service of Canada Society).

Article II: Objectives

The WUSC Society aims to:

1. Foster global citizenship and cultural awareness within the MSVU community.
 2. Support the Student Refugee Program (SRP) by welcoming, mentoring, and assisting sponsored students.
 3. Advocate and provide support for the larger community in Halifax committed to helping the WUSC student community thrive.
 4. Advocate for education, equity, and sustainable development through WUSC initiatives.
 5. Organize events and campaigns to raise awareness about global and local social justice issues.
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Article III: Membership

1. **Eligibility:** Membership is open to all Mount Saint Vincent University students, regardless of sex, age, ethnic origin, religion, physical/mental disabilities, sexuality, or political affiliation.
 2. **Active Membership:** A student is considered an active member by attending at least one meeting and participating in one event per semester. No fees or dues are required.
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Article IV: Membership Fees or Dues

Membership does not require fees or dues to be paid as part of enrolment. Membership approval will be conducted by the executive officers on an annual basis.

Article V: Executive Officers

The Executive Committee manages the society and consists of:

1. **President:** Provides leadership, chairs meetings, and represents the society in external affairs.
 2. **Vice President:** Assists the President, organizes events, and ensures smooth operations in the President's absence.
 3. **Treasurer:** Manages finances, including budgeting, fundraising, and sponsorships.
 4. **Secretary:** Keeps meeting records, communicates updates, and coordinates society correspondence.
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Article VI: Duties

1. President

- Oversees society operations and enforces the constitution.
- Chairs all meetings and provides leadership.
- Represents WUSC in meetings with external and internal organizations, including the MSVU Student Union.

2. Vice President

- Acts as the President's alternate when needed. Would assume the role of president if a vacancy to the President position occurs.
- Organizes events such as cultural nights, fundraisers, and advocacy campaigns.
- Leads initiatives to engage students and spread awareness about WUSC's mission.

3. Treasurer

- Maintains financial records and oversees the budget.
- Coordinates fundraising activities and sponsorships.
- Collects membership dues and ensures financial accountability.

4. Secretary

- Maintains minutes of meetings and shares them with members.
- Manages communication with members and the public.

- Oversees promotional activities, such as posters and email announcements.
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Article VII: Elections

1. Elections shall take place before the end of the academic year.
 2. Active members will be informed of the election schedule in advance.
 3. Members shall vote for Executive Committee positions via a democratic process.
 4. Winners are determined by majority vote.
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Article VIII: Meetings

1. The WUSC Society will hold a minimum of one meeting per month.
 2. A quorum of two-thirds of active members is required for decision-making.
 3. Meetings will be announced through email and campus posters.
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Article IX: Impeachment of Officers

1. Officers serve for one academic year.
 2. If an officer fails to meet their responsibilities, a majority vote from active members can remove them from office.
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Article X: Finance and Audit

1. Funding sources include membership dues, fundraising, and sponsorships from the Student Union.
 2. The President and Treasurer are the signing officers for financial transactions.
 3. The budget is reviewed and approved by the Executive Committee.
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Article XI: Property

All remaining funds and society property will be transferred to the next Executive Committee.

Article XII: Constitutional Amendment

1. Amendments to the constitution require a two-thirds majority vote of active members.
2. Proposed amendments must be submitted in writing and reviewed before voting.
3. The constitution will be reviewed annually for effectiveness.

EXPLANATION OF WUSC SOCIETY AT MSVU

The **WUSC Society at Mount Saint Vincent University** is a student-led organization that is part of the larger World University Service of Canada (WUSC) network. Our society's primary goal is to foster global citizenship and provide direct support to students sponsored under the Student Refugee Program (SRP).

WUSC is a non-profit organization committed to:

- Increasing access to education for marginalized communities worldwide.
- Advocating for gender equality and sustainable development.
- Promoting student leadership and intercultural understanding.

At MSVU, the WUSC Society works to create a welcoming and supportive environment for sponsored students while engaging the campus community in meaningful global initiatives. Through events, workshops, and campaigns, we aim to educate and inspire our peers to act for a more equitable and sustainable world.

Please note this constitution for the MSVUVSS is open to change, it is a starting point for the Varsity Council and can be altered if needed

Article I: Name of society representing the Varsity Council

The name of the organization shall be the Mount Saint Vincent University Varsity Sports Society (MSVUVSS).

Article II: Mission Statement

The goal of the MSVU Varsity Council is to promote teamwork, sportsmanship, as well as mental and physical well being among students through the development and support of competitive sports at the CCAA level.

Vision:

Enhance the experience for everyone who visits MSVU by developing a culture of community and pride surrounding varsity athletics. MSVU Varsity Council is committed to promoting our varsity programs as well as the outstanding achievements of varsity athletes as they contribute to school, sport and society.

Section 2: Objectives

Support all varsity athletes and teams in sport (Cross Country, Soccer, Volleyball, and Basketball).

Encourage student participation in sports and recreational activities.

Organize charitable events, sports events, social events and fitness programs.

Foster an inclusive, diverse, and respectful sporting environment.

Collaborate with university departments, such as Athletics & Recreation to come up with better ways to provide support to athletes at the Varsity level

Article III: Membership

Eligibility: Open to all registered varsity student-athletes of MSVU.

Alumni, faculty, and staff may become honorary or associate members (non-voting).

Article IV:

Section 1: Rights of Members

Voting rights in general meetings (students only), which help decide new directions for support of Varsity teams and athletes at MSVU. This could include organizing fundraisers, deciding on

team gear, advertising for home games/playoffs, charitable causes, or creating ideas to get student athletes together for social events that benefit MSVU Athletics.

Eligibility to hold executive positions.

Participation in society events and activities.

Section 2: Responsibilities

Abide by the society's constitution and code of conduct.

Uphold values of sportsmanship and respect "One way, Together".

Article V: Executive Committee

Each varsity team at MSVU should have 2-3 members representing their team in the Varsity Council

The Executive Committee shall consist of:

President

Vice President

Treasurer

Secretary

Social media Coordinator

Club/Team Representatives (if needed)

Section 2: Roles & Responsibilities:

President:

Provides leadership and strategic direction for the council.

Chairs meetings and oversees society operations.

Plans and executes sports events and programs.

Liaises with university administration and external bodies for coordinating events, funding and meetings.

Vice President:

Manages equipment, facilities, and team logistics.

Aid the President in distributing tasks to council members

Oversees club coordination.

Coordinates tournaments and inter-university engagements.

Treasurer (Finance)

Manages finances and budgeting.

Prepares financial reports and submits them to MSVU Students' Union.

Secretary:

Maintains records, meeting minutes, and correspondence.

Oversees membership database.

Keeps track of how many members the council has, and makes sure each team has representatives

Social Media and Community Outreach Manager:

Manages social media, publicity, and promotions for events and support

Designs campaigns and maintains digital platforms.

Reaching out to MSVU students to help share posts/information about council

Varsity Relations:

Represent the interests of their specific sports teams or clubs.

Communicate team updates and needs to the executive.

Be the communication from the council to the team to be able to get feedback from teammates and report back to council for each team.

Section 3: Term of Office

One academic year, renewable upon re-election each September

Section 4: Elections

Held annually in September

Overseen by a neutral Elections Officer (Athletic Director Angela Barret-Jewers, as well as Mark Forward).

Open to all registered MSVU student athletes

Article VI: Meetings

General Meetings

Held at least once per semester.

All members are required to attend (15 members)

Executive Meetings

Called by the President when an event is upcoming and more planning is required

This can happen at any point during each semester, and each executive member is required to be there (President, Vice President, Treasurer, Varsity Relations Manager, Community outreach and Social Media Manager).

Article VII: Finances

Section 1: Funding

Funded through:

MSVUSU grants

Sponsorships

Event revenue if possible

Section 2: Budgeting

Annual budget proposed by Treasurer and approved by Executive Committee in the initial meeting in September

All expenses must be documented and transparent to the MSVUSU.

Section 3: Audits

Annual financial audit submitted to MSVUSU.

Article VIII: Committees

Section 1: Standing Committees

Events Committee – assists in planning sports events.

Wellness Committee – promotes health and fitness programs.

Equity & Inclusion Committee – ensures diverse and accessible sports participation.

Section 2: Ad-hoc Committees

Formed as needed by the Executive Committee for special projects

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Article IX: Code of Conduct

All members must demonstrate integrity, respect, and fairness.

Discrimination, harassment, or unsportsmanlike behaviour will not be tolerated.

Violations are subject to disciplinary action, up to and including removal from the society.

Article X: Amendments

Proposed amendments must be submitted in writing and shown to council president prior to meetings

Requires a majority vote at a General Meeting.

Must be ratified by MSVUSU if required.

Dissolution

The society may be dissolved by a 100% vote from members at a General Meeting and approval from MSVUSU.

Upon dissolution, all assets shall be transferred to the MSVU Athletics Department or another MSVU-recognized student body with similar goals.



Constitution of the International Student Society (ISS)

Preamble

We, the students of Mount Saint Vincent University (MSVU), hereby establish the International Student Society (ISS) as an officially recognized student organization.

Our purpose is to unite international and domestic students, promote cultural understanding, and foster a supportive community for academic and personal growth.

Membership shall be open to all students of MSVU without discrimination based on race, religion, gender, nationality, age, sexual orientation, disability, or any other protected category. The society shall comply with all applicable MSVU regulations and the laws of Canada.

Mission Statement

The International Student Society (ISS) at MSVU seeks to:

1. Unite students from diverse cultural backgrounds.
2. Promote cross-cultural understanding and global friendship.
3. Provide academic, social, and emotional support for international students.

4. Organize cultural, social, and educational events that celebrate diversity.

5. Serve as a bridge between international students, domestic students, the MSVU administration, and the wider Halifax community.

Article I – Membership

1. Membership is open to all students enrolled at MSVU.

2. Active membership shall be established once a student has attended two meetings and registered with the Secretary.

3. Members are expected to respect ISS values, participate in events, and contribute to the mission of the society.

4. All members shall have equal voting rights in general meetings.

Article II – Meetings

1. General meetings shall be held weekly or biweekly during the academic year.

2. The President (or Vice President in their absence) shall chair all meetings.

3. The purpose of meetings includes:

Planning and reviewing events.

Discussing issues relevant to international and domestic students.

Strengthening community bonds through dialogue and teamwork.

4. A quorum of 50% + 1 active members must be present for official votes.

5. Decisions shall be made by simple majority vote.

Article III – Executive Board & Representative Panel

1. Executive Officers

The Executive Board shall consist of:

President

Vice President (Internal Affairs)

Vice President (Finance)

Treasurer

Vice President (Events & Operations)

Co-Vice President (Events & Operations)

Vice President (Marketing & Communications)

Secretary

2. Representative Panel

To ensure inclusivity, ISS at MSVU shall maintain a Representative Panel with the following positions:

Pan-Indic Representative

East Asian Representative

African & Middle Eastern Representative

European Representative

Latin American representative

Caribbean Representative

Domestic Student Representative

Additional representatives may be added by majority vote if new cultural groups become active within ISS.

3. Duties of Officers

President – Chief leader; directs vision, chairs meetings, represents ISS to MSVU & Halifax community, tie-breaker in votes.

Vice President (Internal Affairs) – Manages memberships, internal issues, and coordination with representatives.

Vice President (Finance) – Oversees budget strategy, fundraising, grant applications, and sponsorships.

Treasurer – Maintains accurate financial records, receipts, bank account, expense tracking, and reports to VP Finance.

Vice President (Events & Operations) – Plans and executes events, cultural programs, and collaborations.

Co-Vice President (Events & Operations) – Assists VP Events in logistics of large-scale programs.

Vice President (Marketing & Communications) – Handles social media, posters, branding, and outreach.

Secretary – Records minutes, maintains membership lists, manages official correspondence and archives.

4. Duties of Representatives

1. Serve as cultural liaisons for their communities.
2. Submit event proposals (subject to review by President & VP Finance/Treasurer).
3. Promote volunteering and participation across all ISS events.
4. Take part in brainstorming sessions to support collective growth.
5. Work with Domestic Student Representative to ensure strong integration of international and local students.

5. Elections and Terms

Elections shall be held annually in April.

Any active member may nominate themselves or others.

Candidates may present a short speech before voting.

Voting will be by secret ballot.

Newly elected members assume duties after the Spring semester ends.

Term length is one year, with re-election permitted.

6. Decision-Making

All Officers and Representatives have equal voting rights in general decisions.

Quorum requires at least 50% + 1 of both Officers and Representatives present.

The President holds tie-breaking authority.

Article IV – Events & Funding

1. Each Representative may submit event proposals.

2. Funding requests will be reviewed by the Treasurer & VP Finance, with final approval by the President.

3. Priority is given to events fostering diversity, inclusivity, and cross-cultural participation.

4. All Representatives are expected to encourage volunteers and support events beyond their own communities.

5. ISS shall host one annual flagship event: International Fest @ MSVU.

Article V – Removal of Officers & Representatives

1. Officers or Representatives may be removed for negligence of duties or harmful conduct.

2. Process:

Motion for removal introduced & seconded at a general meeting.

Both sides (petitioner & accused) present their case (15 minutes each).

2/3 majority vote of active members required for removal.

Article VI – Vacancies

1. If the President resigns or is removed, the Vice President (Internal Affairs) automatically becomes President.
2. Other vacancies will be filled by special election within three weeks.

Article VII – Dispute Resolution

1. Policy disputes resolved by majority vote.
2. Personal disputes mediated by the President, or another impartial officer if the President is involved.

Article VIII – Free Speech

All members have full freedom of expression within ISS, consistent with MSVU Student Code of Conduct and respectful of the dignity of others.

Article IX – Amendments

1. Amendments may be proposed by any member during a general meeting.
2. Debate & voting at the following meeting.
3. Requires 2/3 majority approval.

4. Approved amendments submitted to the MSVU Student Union for recognition.

Article X – Dissolution

1. ISS may be dissolved by a 2/3 majority vote of active members.

2. Upon dissolution, all funds/assets transfer to the MSVU Student Union or Student Affairs Office.

MSVU DANCE SOCIETY CONSTITUTION

Article I: Name

The name of this organization shall be the MSVU Dance Society.

Article II: Objectives

The purpose of the MSVU Dance Society is to bring the art of dance to the MSVU student body.

Article III: Membership

1. All MSVU students, regardless of age, sex, race, sexuality, and disabilities may try out for the MSVU Dance Society. Drop-in classes will be offered monthly to students who did not make the team or any other students who wish to come.
2. Students will be considered active members once they have made the team and have signed the financial agreement and behaviour guidance/attendance policy.

Article IV: Membership Fees or Dues

1. Members of our competitive team will have to pay a fee of \$300 upfront for competitions. Fundraising throughout the year will be done to help reimburse some of the cost.
2. Members of our half-time team will have to pay a fee of no more than \$50 for half time performance merchandise. Fundraising throughout the year will be done to help reimburse some of the cost.
3. Drop-in classes are free.

Article V: Executive Officers

1. Management and authority of the general membership and all standing committees shall be conducted by the Executive Committee.
2. The Executive Committee shall consist of the following positions: Competition President, Halftime President, Competition Vice-President, Halftime Vice-President, Treasurer/Secretary

Active VI: Duties

Presidents (Competition), (Halftime) – Will share these duties dependant on team

1. Shall provide leadership and motivation within the group.
2. Shall enforce the Constitution and By-Laws.
3. Shall provide scheduling of all practices and meetings.
4. Will oversee communicating to MSVUSU and the MSVU Fitness Centre

5. Shall provide warm-up and across the floor routines at practices and drop-ins.
6. Has access to all MSVU Dance Society social media

Vice Presidents (Competition), (Halftime)

1. Shall provide support to both presidents and treasurer of the society.
2. Shall enforce the Constitution and By-Laws.
3. Has access to all MSVU Dance Society social media.
4. Shall assist with across the floor, warmups and drop in classes

Treasurer/Secretary

1. In charge of all the money for the society.
2. Note taker at all meetings.
3. Logs all monetary transactions in and out of the dance bank account.
4. Have minutes for meetings edited, typed, and posted after every meeting.
5. In charge of fundraising.
6. Has access to all MSVU Dance Society social media

Article VII: Elections

1. Elections of the Executive Committee members shall take place at the end of every dance season.
2. All active members of the MSVU Dance Society will be informed of the date of the election.
3. All returning active members are able to run for an executive position in the election.
4. Each active member will cast one vote for each position during the election.

Article VIII: Meetings

1. The MSVU Dance Society shall meet once per month.
2. Meetings will be held between executive members, and the minutes will be communicated via email for the rest of the team.

Article IX: Impeachment of Officers

1. Executive Committee members shall hold office for a period of one academic school year.
2. If Executive members are not fulfilling the requirements stipulated in their respective job descriptions a majority vote of the active members shall constitute impeachment.
3. If any member of the society does not act according to their signed financial agreement or behaviour guidance/attendance policy, removal from the society will be warranted by the Executive Committee.
4. Any member of the team may appeal their removal through the Student Union.

Article X: Finance and Audit

1. Funds of the MSVU Dance Society will come from membership fees, fundraising efforts, as well as sponsorship from the student union.
2. Signing officers shall be the Treasurer.
3. The fiscal period of the MSVU Dance Society shall be the academic year.

Article XI: Property

All surplus monies and property purchased by the MSVU Dance Society will be distributed evenly amongst all current members.

Article XII: Constitutional Amendment

1. This constitution shall become effective upon approval by a majority (fifty percent plus one) of the Executive Committee.
2. Hereinafter, this constitution may be amended at a meeting of general membership by a two-thirds majority vote of the Executive Committee.
3. Proposed amendments must be submitted in writing.
4. The effectiveness of this constitution shall be reviewed and evaluated at the end of each academic year.

MSVU DANCE FINANCIAL REPORT

Annual Financial Report for the MSVU Dance Society – 2023-2024 School Year.

This Financial report has the goal of outlining all expenses, fundraising and fees for both the halftime and competitive dance team associated with MSVU dance society.

MSVU Dance Halftime Team

To join the halftime team there is a \$30 fee.

This fee was paid by 11 team members including executive members totalling \$330.

This money was used to order costumes for the team to wear to games.

All funds were used for this purchase and the balance remaining is \$0.

MSVU Competitive Team

To join the competitive team there is a fee of \$250

This fee was paid by 11 team members including executive members totalling \$2750.

These fees are used to pay our competition fees and secured our spots at both millenium dance competition and champions dance competition.

There was an added fee discussed later in the year to pay for competition costumes. 11 members including executives paid \$100 each totaling \$1100. All funds were used towards the purchase of costume pieces.

Fundraising

Competitive dance can get very expensive so there were three fundraisers ran throughout the year to help make dance more accessible on a student budget.

1. 50/50 block fundraiser (\$200 raised)
2. Gift card tree (\$600 raised)
3. Annual MSVU dance showcase (\$800 raised)

At the end of the year once all expenses were paid the remaining money was evenly distributed amongst the 11 team members. Remaining account balance is \$0.

MSVU DANCE FINANCIAL REPORT

ASCD MSVU Student Chapter

Constitution

1. Name

- 1.1. The organization shall be referred to as the ASCD MSVU Student Chapter
 - 1.1.1. The terms 'ASCD MSVU Student Chapter' and 'Student Chapter' shall be used interchangeably in this document.

2. Ethical and Professional Principles

- 2.1. It is the intention of this Constitution to advance and protect the collective and professional development, interests, and welfare of MSVU student-teachers.
- 2.2. In order to advance professional development, the Executive will actively engage in dialogue with the Faculty and student-teachers.
- 2.3. The Executive will promote the fundamental principles of mutual respect, equity, and fairness among all members of the educational field.

3. Objective

- 3.1. The Executive aims to represent and promote the professional development needs of student-teachers in the Bachelor of Education program.
- 3.2. The Executive aims to provide and manage professional development workshops for student-teachers in the Bachelor of Education program.
- 3.3. The Executive aims to develop and maintain a positive relationship with the Faculty and other employees of the Education Department at MSVU.

4. Membership

- 4.1. All Mount Saint Vincent University students, regardless of sex, age, ethnic origin, religion, physical/mental disabilities, sexuality or political affiliation are eligible to become members of the Mount ASCD.
- 4.2. Persons are considered members once they attend one event and record their name on the signup sheet. Members also must attend a minimum of one meeting and one event per semester.

5. Membership Fees or Dues

- 5.1. There shall be no membership fees or dues.

6. Responsibilities of the Executive

- 6.1. The Executive will meet regularly, to discuss and plan ways to advance the general mission of the ASCD MSVU Chapter Executive as outlined above. The

Executive will take direction from the student membership and report back to the membership on the progress of these matters in a timely fashion.

- 6.2. The Chair of the Executive meetings shall be determined by the Executive. This decision should balance individuals who feel they have the confidence and have enough background experience or knowledge. Fulfillment of the position must be agreed upon by the Executive.
- 6.3. The executive shall record minutes of the meetings, and share with faculty supervisors.
- 6.4. The executive shall write a report detailing ASCD activities, successes, frustrations and progress over the year. The annual Report shall be submitted to faculty advisor(s), and/or their designate(s) no later than the last day of September.
- 6.5. The executive shall consist of the following positions: President, Vice President, Treasurer, Member(s) at Large.

7. Roles of Executive Positions

- 7.1. *President*: Will facilitate and provide general leadership for all matters of the Executive and will convene regular meetings.
- 7.2. *Vice-President*: Will act as the vice-chair and will coordinate some or all of the areas below as determined with the President.
- 7.3. *Treasurer*: Will keep records of Executive spending, be responsible for reimbursements, will advise on the budget and expenses.
- 7.4. *Member(s) at Large*: Will collaborate with the Bachelor of Education Society on events and workshops. Members at Large may be appointed to various jobs by the President or volunteer to take on roles when needed.

8. Responsibilities of members of the Executive & impeachment:

- 8.1. All members of the Executive are expected to attend as many scheduled events as possible, and arrive on time to said events. Members should also strive to be exemplars within the program by being approachable and inclusive to all students, and make time to listen to pre-service teacher needs.
- 8.2. It is expected that Executive members attend all meetings. If members cannot attend a meeting for a valid reason, the member is required to let the President know at least a day in advance. If a member misses three meetings without a valid excuse, the member may be removed from the Executive. If a member misses more than 50% of the meetings, the member may be asked to step down.
- 8.3. Hand over packages: Every position within the Executive is required to keep documentation of their duties, their successes, frustrations, and progress over the year and any feedback or suggestions will be included in the package to improve the performance of the portfolio the following year. This handover package will be presented to the incoming executive at a year-end transition meeting.
- 8.4. If an Executive member is not fulfilling their duties, as determined by the constitution, and as discussed by Executive members, the member who is neglecting their duties will be given a verbal warning by executive members.

- 8.4.1. If a member of the executive receives said warning and, after a period of one month, said member is still in dereliction of their duties as discussed above, they may be dismissed from the executive by a majority vote.
- 8.4.2. If the treasurer is dismissed in this way, signing authority must be transferred to the president or another member of the executive, as determined by a majority vote of the remaining members.

9. Faculty Advisors

- 9.1. One or more Faculty Advisors will work with the ASCD MSVU Student Chapter
- 9.2. The Faculty Advisor(s) will meet with the Executive on a regular basis.
- 9.3. All plans (tentative and finalized) will be communicated to the Faculty Advisor(s).

10. Elections

- 10.1. Election of Executive committee members shall take place no later than the last day of November.
- 10.2. Elections shall take place at an election meeting.
- 10.3. The election meeting shall be considered an ASCD event for the purposes of active membership.
- 10.4. Each active member of the ASCD in attendance at the election meeting shall cast one vote for each position during the election of Executive Committee members.
- 10.5. The winner of the election shall be determined by a majority vote.

11. Finance and Audit

- 11.1. Funds of the Student Chapter shall, fundraising efforts, as well as sponsorship from the Students' Union.
- 11.2. The Signing officer of the Student Chapter shall be the Treasurer.
- 11.3. The fiscal period of the Student Chapter shall be 1st of November to the 31st of October of the following year.

12. Property

- 12.1. All surplus monies and all property purchased by the Student Chapter shall be carried over to the incoming Executive Committee at the end of each year.

13. Constitutional Amendment

- 13.1. This constitution shall become effective upon approval by a majority (fifty percent plus one) of the Executive Committee.
- 13.2. Once the constitution is implemented, desired changes to this document may be presented to the ASCD MSVU Student Chapter Executive by means of a motion.
 - 13.2.1. Any Executive member may bring forth a motion to amend the constitution. Proposed amendments must be submitted in writing.
 - 13.2.2. Executive must approve the presented motion by a 2/3 majority vote.
 - 13.2.3. If the Executive agrees upon the motion, it will be implemented one month following the vote.
 - 13.2.4. Following a successful vote, active members shall be notified of the change.
- 13.3. The effectiveness of this constitution shall be reviewed and evaluated at the end of each fiscal year.

ASCD Events December-April 2025

Executive Members:

President: Yasmin Abd El-Rahaman

Treasurer: Abbi Zarichansky (formerly Abbi McCullough)

Media representative: Melissa Shlick

Communications: Susan Sharpe

Event Coordinators: Noah McNaughton and Daniel Velocci

Events:

February 7th 2025:

Professional Development event: Drama in non drama classrooms

Description: A drama teacher (David Zinc) came in and made a presentation to students about how to incorporate drama into all classrooms and lessons, not just drama ones

February 24th 2025:

Fundraising event: cookie decorating

Description: Students were invited to come decorate cookies, entrance was by donation

March 7th 2025:

Professional Development Event: Learning about Backwards design lesson plans with Krista LeBlanc

Description: Our speaker, Krista LeBlanc, who was a teacher on the HRCE and now works for the HRCE, came in and talked to students about a teaching model and how to apply it in their planning and classrooms.

March 10th 2025:

Fundraising Event: Collaging Event

Description: Students were invited to make collage with their peers, entrance was by donation

March 31st 2025:

Fundraising Event: Bake Sale

Description: ASCD members and students made baked goods for purchase, prices were by donation

April 11th 2025:

Professional Development Event: Historica Canada

Description: Members from Historica Canada did a virtual event where students learned how to use their resources, where to find them, and how to incorporate them in the classroom

Potential Future Events (September- November)

1. Professional Development Event: NSTU Q & A session about teacher contracts
2. Professional Development Event: Panel Discussion event with current teachers
3. Fundraising Event: Scavenger Hunt

Description	Withdrawal	Deposits	Notes
Beginning of year (January 24th 2025)		\$419.46	(amount given from previous ASCD)
Jan. monthly banking fee	\$1.95		
Cookie deco supplies	\$50.00		
Feb. monthly banking fee	\$1.95		
Cookie deco event		\$80.00	
PD supplies	\$50.00		
Bake sale		\$170.00	
Mar. monthly banking fee	\$1.95		
Apr. monthly banking fee	\$1.95		
May monthly banking fee	\$1.95		
Jun monthly banking fee	\$1.95		
Jul monthly banking fee	\$1.95		
Current Balance			\$555.81