Mount Saint Vincent University
Student Union

Students' Representative Council

Friday, November 27, 2026, 7:00 PM
McCain Centre 201B / Microsoft Teams

1. **Call to Order**
2. **Land Recognition** (G. Yee)
   The MSVUSU acknowledges that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people.
3. **Attendance Roll Call**
4. **Approval of the Agenda**
5. **Societies Ratifications**
   a) Filipino Society (D. Hazelton)
   b) MSVU Varsity Sports Society (D. Hazelton)
6. **Old Business**
7. **New Business**
   a) Fall By-Elections 2027 (J. Fanning)
   b) Setting SRC Meeting Schedule Winter / Spring 2027 (G. Yee)
8. **Reports from Executives, Committees, Working Groups**
9. **Date of Next Meeting – Pending Council Decision**
10. **Adjournment**

MSVU Filipino Society

Official Constitution

2026

Last revised: September 2026

Article I: Name

The name of this organization shall be the Mount Saint Vincent University Filipino Society and shall hereinafter be referred to as the FS.

Article II: Objectives

1. To promote the welfare of students of Filipino descent, enriching their cultural, intellectual, social, and academic experiences as they attend Mount Saint Vincent University.
2. To encourage the inclusion of both Filipinos and non-Filipinos in Filipino affairs, enhancing the appreciation for the rich cultural diversity present at Mount Saint Vincent University.
3. To promote inclusivity and diversity at Mount Saint Vincent University.

Article III: Membership

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 general members of the FS.
2. A student shall be considered an active member once they have attended one meeting and one event per semester.
3. An active member shall be considered inactive following their absence from all events and meetings within one academic year (AY) or upon request.
4. An inactive member shall again be considered active immediately upon attendance of an FS event or meeting.
5. MSVU faculty, staff, alumni and other non-students are welcome to participate in events as non-voting members.
6. A member of MSVU's faculty or staff may choose to become the FS's advisor and attend Executive Council meetings in an advisory role.
7. FS will not collect general membership fees (i.e., fees not associated with an official event or fundraising cause).

Article IV: Executive Council

1. Any Mount Saint Vincent University student of Filipino descent is eligible to apply for an Executive Council position, regardless of sex, age, religion, physical/mental disabilities, sexuality or political affiliation.
2. Management and authority of the general membership and standing committees shall be conducted by the Executive Council.
3. The Executive Council shall consist of:
    - One or two (co-)President/s
    - Vice President (VP) of Operations
    - Administrator

4. Should student interest exceed the core positions listed above, or the Executive Council feel it beneficial for the FS to be managed by more executives, the Executive Council may additionally consist of the following positions:
    - First-Year Student Representative(s)
    - Social Media Coordinator
    - Events Planner(s)
    - Treasurer
    - Faculty Advisor

5. These additional Executive positions may be created or dissolved at the discretion of the Executive Council.
6. In the event that these positions become vacant prior to elections, their duties will be assumed by the Executive Council indefinitely or until an election (see Article VI) is held.
7. Each Executive Council member's position will function on a fixed term.
    a. A fixed term is defined as the length of an Academic Year (AY).

Article V: Duties

President or Co-Presidents

1. Shall be the chief presiding officer(s) for both Executive Council and general meetings.
2. Shall provide leadership and motivation within the group.
3. Shall enforce the constitution.
4. Shall be the liaison(s) with other societies and the MSVUSU.
5. Shall be tasked with overseeing any training of Executive members if necessary and ensuring a smooth transition between terms of Executive members.
6. Shall be responsible for final approval of planned events prior to execution.
7. Serve as authorized signatory for all formal documentation and communication.
8. Ensure(s) that the FS is ratified annually.

VP Operations

1. Shall be the President's or Co-President's alternate in their absence, in coordination with the Administrator.
2. Shall be responsible, in cooperation with the President/Co-President(s), for making and maintaining connections with organizations outside the society such as but not limited to other societies within and outside of MSVU, and forming relationships with businesses/charities/social groups/non-profits of interest.
3. Shall be responsible for maintaining an email list of members and persons interested in the FS in cooperation with the Administrator and President(s).
4. Shall act as liaison with external groups such as those listed above in order to expand the network of the society.
5. Shall be responsible for managing the emails(s) of the FS and other societies and other MSVU groups in coordination with the President(s).
6. Shall delegate tasks for event planning and other organizational operations.

Administrator

1. Shall be the President's or Co-President's alternate in their absence in coordination with the VP Operations
2. Shall be responsible for maintaining agendas and minutes of the Executive Council and general meetings.
3. Shall be responsible for maintaining and updating membership lists.
4. Shall be responsible for ensuring the effective and efficient allocation of funds in cooperation with the Treasurer.

First-Year Student Representative(s) *(this position may be occupied by more than one student)*

1. Acting as a liaison between first-year students and the FS.
2. Promoting events and meetings to the MSVU community.

Social Media Coordinator

1. Shall be responsible for managing the social media(s) of the FS in regard to messages, insights and social media-based interactions with other societies and MSVU groups in cooperation with the President(s).
2. Shall be responsible for maintaining a list of social media promotion ideas.
3. Shall create and post social media content.
4. Shall ensure the collection of event documentation (e.g., photos, videos).

Events Planner(s) *(this position may be occupied by more than one student)*

1. Solicit feedback from members regarding their preference for activities.
2. Shall be responsible for maintaining a list of event ideas.
3. Shall create and maintain a list of event planning tasks in coordination with the VP Operations.
4. Shall ensure the efficiency and flow of events.
5. Shall coordinate any event volunteers.
6. Responsible for completing an event report and submitting the event report to the Administrator.

Treasurer

1. Shall be responsible for ensuring the effective and efficient allocation of funds in cooperation with the Administrator.
2. Serve as authorized signatory for all FS financial transactions, with the approval of the President(s).
3. Shall be responsible for preparing financial documents (e.g., event expenses report) to ensure transparency in handling FS finances.
4. Shall be responsible for budgetary records.
5. Shall be responsible for maintaining the FS bank account.

Faculty Advisor (Non-elected position)

1. Serve as counsel to the Executive Committee.
2. Vote on Executive Committee issues only to break voting deadlocks in FS elections.

Article VI: Elections and Appointments

1. An election will be held for Executive Council positions in the last month of every AY, except the First Year Representative, which will be elected within the first two months of the following AY.
2. Nomination procedure: Members may nominate themselves. Other members may also nominate a member, provided the nominee consents to be considered for the position.
3. Election procedure: A simple majority (at least 51%) vote of members present determines the decision.
4. Vacant positions: If a position remains vacant, their duties will be assumed by the Executive Council indefinitely or until an election is held.
5. If an election is needed for any vacant or new Executive Council position, an election date will be decided on by the Executive Council. Any nominee for the new or vacant position will be notified at least 5 business days before the election.
6. If deemed appropriate by the majority of the Executive Council, a person may be appointed into a role, provided the person consents to assuming the role.

Article VII: Impeachment

An executive member may be removed from their position if:

- They fail to fulfill their duties or violate MSVU or MSVUSU policies.
- A motion for impeachment is submitted and seconded by the majority of executive members.

Article VIII: Meetings

1. FS will schedule monthly meetings during the AY.
2. Meetings will be announced with a notice of at least 3 days to ensure quorum.
3. The quorum of a general meeting of the FS shall be two-thirds of all voting members.
4. Meetings may be virtual or in-person.
5. Meeting minutes will be communicated to the other members of FS through e-mail and/or other communication tools.

Article IX: Events

1. The FS is committed to planning and hosting events throughout the AY.
2. FS events will endeavor to meet the objectives described in this constitution.
3. Any events or activities that have associated costs may be funded by FS, internal/external sponsors, or with the contribution of attendees.

Article X: Audit and Finance

1. Available funds for the FS shall come from fundraising efforts as well as sponsorship from MSVUSU and other external organizations.
2. The fiscal period of the FS shall be the AY.
3. The FS account balance shall be passed on from the present to the incoming FS Executive Committee members.
4. All purchases made on behalf of the FS must receive prior approval from the FS President/Co-presidents and the Administrator.
5. All surplus funds and purchases by the FS shall be carried over to incoming FS Executive Committee members.
6. As stipulated by the societies policy of the MSVU Student's Union, if the FS dissolves, any surplus funds shall be remitted to the Student's Union.

Article XI: Constitution Amendment

1. This constitution shall become effective upon approval by a majority of Executive members.
2. This constitution may be amended by the majority vote of the Executive Committee.
3. Proposed amendments must be submitted in writing and discussed with members.
4. This constitution shall be reviewed and evaluated by the Executive Council annually at the beginning of the AY.

	A	B	C	D	E	F	G	H	I	J
1	MSVU Filipino Society									
2	Expenses report									
3	For 2026 Winter semester 07/01/2026 - 10/04/2026									
4	Total Budget					400				
5										
6	19/03/2026		Food (salo salo			400				
7	Total Expense					400				
8	Remaining balance					0				
9										
10										
11										
12										
13	MSVU Filipino Society									
14	Expenses report									
15	For 2026 Fall semester 08/09/2026 - 10/12/2026									
16	Total Budget					400				
17										
18	7/10/2026		Snacks			21.39				
19										
20	Total Expense					21.39				
21	Remaining balance					378.61				
22										
23										
24										
25										
26										
27										
28										

MOUNT SAINT VINCENT UNIVERSITY
VARSITY SPORTS SOCIETY

Constitution | 2026–2027

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: Membership is open to all registered varsity student-athletes of MSVU. Former varsity student-athletes may retain membership and continue serving in Varsity Council leadership positions with approval from the Athletic Director.

Alumni, faculty, and staff may become honorary or associate members (non-voting), subject to approval by the Executive Committee.

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Article IV: Rights and Responsibilities of Members

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 2–4 members representing their team in the Varsity Council.

The Executive Committee shall consist of:

- President (one position) **or** Co-Presidents (two positions)
- Treasurer
- Secretary
- Social Media Coordinator
- Club/Team Representatives, as required

Leadership structure: The Varsity Council shall operate with either one President or two Co-Presidents, as determined by the Council for the academic year. When two Co-Presidents are selected, they shall share the responsibilities and authority of the President. The position of Vice President shall not be maintained.

Section 2: Roles & Responsibilities

President/ Co-Presidents

- 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 (If applicable)

- Manages equipment, facilities, and team logistics.
- Aids 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.
- Reaches out to MSVU students to help share posts/information about council.

Team Representatives

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

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.