

Constitution of the Education Undergraduate Society of the University of Lethbridge

Name

1.1 Name

- 1.1.1 The name of this association shall be the Education Undergraduate Society, herein referred to as “EUS” or “The Society.”
- 1.1.2 Pursuant to affiliation with ~~T~~the Alberta Teachers’ Association (the ATA), The Society shall be recognized as Student Local No 4.

Objects

2.1 General Roles

- 2.1.1 To assist in acquainting members of The Society with the policies and activities of ~~T~~the Alberta Teachers’ Association ATA.
- 2.1.2 To advance and promote the cause of education in Alberta in a manner consistent with the objects and policies of ~~T~~the Alberta Teachers’ Association ATA.
- 2.1.3 To improve the teaching profession by
 - a) promoting and supporting professional development programs for preservice preparation, field experience and certification;
 - b) supporting and organizing groups which develop or improve development of knowledge, skills, and attributes of teachers;
 - c) participating in meetings, publications, research, and other activities designed to improve the preparation of teachers; and
 - d) advising and assisting members in the performance of their professional duties and relationships.
- 2.1.4 To increase public interest in the importance of education and other pertinent matters relating to education.
- 2.1.5 To promote and develop an alliance with the ~~f~~Faculty of ~~e~~Education through the encouragement of student participation in direction of the formation of academic objectives and policies as they affect students of the ~~f~~Faculty of ~~e~~Education.
- 2.1.6 To act as a liaison between students and the ~~f~~Faculty of ~~e~~Education administration, staff, committees, and teacher associates engaged by the University of Lethbridge.
- 2.1.7 To work closely with the ~~f~~Faculty of ~~e~~Education and the University of Lethbridge regarding student matters that may be of concern to EUS members.

- 2.1.8 To work closely with the executive of the University of Lethbridge ~~s~~Students' Union (ULSU), which represents all students, including EUS members, at the University of Lethbridge.

Membership

3.1 Eligibility for EUS Membership

- 3.1.1 Members of the following groups shall be eligible for EUS:
- a) Any full-or part-time members of the ~~students' union of the University of Lethbridge~~ ULSU;
 - b) Professors and faculty of the University of Lethbridge; and
 - c) Members of the Lethbridge community.

- 3.1.2 Members other than those eligible for student membership shall be associate members and retain neither voting privileges nor student membership in ~~T~~the Alberta Teachers' Association-ATA.

3.2 Eligibility for the ATA Student Membership

- 3.2.1 Any student member enrolled in an academic program at the University of Lethbridge either leading to a degree granted by the ~~f~~Faculty of eEducation or enrolled in a program offered by the education faculty shall also be registered as a student member of ~~T~~the Alberta Teachers' Association-ATA.

3.3 Honorary Members

- 3.3.1 The Society may **from time to time**, award honorary membership in The Society for meritorious service to education or to The Society, but not to the ATA.

3.4 Term of Membership

- 3.4.1 Members shall be entitled to the privileges of membership from the date of payment of the fees until August 31.
- a) The rights and privileges of membership may be withdrawn by a vote of two-thirds majority by the EUS executive council, at a duly constituted meeting following consultation with the appropriate executive staff member of ~~T~~the Alberta Teachers' Association-ATA.

3.5 Member Fees

- 3.5.1 Membership fees shall be levied as approved by the membership at a General Assembly Meeting. Education and pre-education student members shall pay a general membership fee and an ~~Alberta Teachers' Association~~ ATA fee. Associate members shall pay a general EUS membership fee.

Students' Union

4.1 Relations

- 4.1.1 The Society acknowledges that the ~~club~~ EUS will abide by the ~~students' union~~ ULSU bylaws and policies unless otherwise approved by the ~~students' union~~ ULSU general assembly.

The Society understands that ~~the club~~ **it** may face de-ratification if a students' union bylaw is contravened without ~~students' union~~ **ULSU** general assembly approval.

Officers

5.1 Officers

5.1.1 The Society shall conduct annual elections for officers on the executive council for the offices of

- a) president;
- b) vice-president internal;
- c) vice-president external;
- d) vice-president administration;
- e) vice-president finance;
- f) director, [~~member services~~] **membership**;
- g) director, professional development;
- h) director, social [~~activities~~] **media**;
- i) director, tutoring services;
- j) director, volunteer experience;
- k) **director, indigenous education; and**
- l) **director, wellness.**

5.2 **All officers shall be student members enrolled in the Faculty of Education or a pre-education program at the University of Lethbridge, unless stipulated below.**

5.3 **All officers are expected to attend all executive council meetings and general meetings of the Society, unless otherwise approved by the chair.**

5.4 **All officers are able to handle funds of The Society as authorized by the executive council.**

5.5 President

5.5.1 The president shall be a [~~full-time~~] student member **currently** enrolled in the faculty of education at the University of Lethbridge and

- a) have completed professional semester I, and
- b) has a minimum of one semester experience as a member of the executive council.

5.5.2 In the event, where no candidate is able to meet the experience requirement, a candidate who has been a member of the EUS for at least one semester may be proposed for election.

5.5.3 The president shall be the chief executive officer of The Society.

5.5.4 The duties of the president shall include:

- a) being responsible for maintenance of and fidelity to the constitution of The Society in consultation with the vice-president internal and the vice-president external;
- b) **being the spokesperson for the Society to all internal persons and associations of the Faculty of Education;**
- c) bringing to the attention of executive council any instance in which the request is made to the EUS for an individual to serve as representative of The Society;
- d) where residual responsibilities exist and **the request** cannot be considered to fall into the category of responsibilities of an existing position, the president may serve as an interim representative until such time as the executive council has approved participation of the president or other designate. ~~a~~**An** official approval of any interim representation must be made not later than the next regular meeting of the executive council;
- e) serving as chairperson at all meetings of The Society including table officer meetings, executive council meetings and general assembly meetings, except when surrendering the chair in accordance with parliamentary procedure;
- f) making recommendations to the table officers and executive council for appointments to committees;
- g) ensuring all members of the executive council and committees of The Society are aware of the duties as established for them in the policy and practices of The Society;
- h) serving as one of the two student representatives, the second student representative being ~~students' union~~ **the ULSU** faculty representative— education with ~~f~~**F**aculty of ~~e~~**E**ducation council approval, on ~~f~~**F**aculty of ~~e~~**E**ducation council;
- i) completing and returning to ~~T~~**the Alberta Teachers' Association ATA** membership reports and such other reports as are requested from time to time in collaboration with the vice-president external and director, ~~members~~**ship** [~~services~~];
- j) bringing forward to executive council, for approval, recommendations of student representatives as required elsewhere in this constitution;
- ~~k) handling the funds of The Society as authorized by the table officers;~~
- k) representing the EUS at **Lethbridge Area Field Experiences Committee (LAFEC) or Teacher Education Advisory Committee (TEAC)** meetings as necessary; **and**
- ~~l) [attending all meetings of table officers, executive council and general assemblies; and]~~
- m) ensuring that adequate substitution be made for any executive representation at meetings or on committees which cannot be fulfilled due to reasonable circumstances.

5.36 Vice-President Internal

5.36.1 The vice-president internal shall be a [~~full-time~~] student member **currently** enrolled in the ~~f~~**F**aculty of ~~e~~**E**ducation at the University of Lethbridge.

5.36.2 The duties of vice-president internal shall be:

- a) ~~to assume responsibility for EUS membership drives;~~
- b) to coordinate public relations activities of The Society including issuing press releases ~~and posting posters on campus;~~
- c) to act as liaison with the ~~f~~Faculty of ~~e~~Education as necessary and approved by executive council;
- d) to coordinate fundraising activities in collaboration with director, social activities **media**;
- e) to perform other duties as assigned by the president;
- f) ~~to attend all meetings of table officers, executive council and general assemblies;~~
- d) ~~to handle the funds of The Society as authorized by the table officers; and~~
- f) in the absence of the president, assume the duties of the president;
- g) **ensure The Society fulfills all ULSU requirements, including annual submissions of ratification documents;**
- h) **act as an official contact for the ULSU;**
- i) **represent The Society at the ULSU club council;**
- j) **direct, organize, publicize and be responsible for all The Society's social activities, including but not limited to:**
 - i. **welcome back event (per semester)**
 - ii. **mid-semester event (per semester)**
 - iii. **a council event (per semester)**
- k) **advise executive council regarding details of EUS social functions as required;**
- l) **recruit and oversee EUS members to assist in the organization, publicity and presentation of the Society's sponsored activities as required;**
- m) **make space and equipment reservations as required for social activities; and**
- n) **coordinate food and beverage requirements for meetings, seminars and other functions as required.**

5.47 Vice-president External

5.47.1 The vice-president external shall be a [~~full-time~~] student member **currently** enrolled in the ~~f~~Faculty of ~~e~~Education at the University of Lethbridge.

5.47.2 The duties of the vice-president external shall be

- a) to work closely with the directors of professional development and tutoring services as necessary;
- b) to act as liaison with the ~~Alberta Teachers' Association~~ **ATA** by performing duties as required maintaining the relationship of the EUS and the ATA;
- c) to act as liaison with school boards;
- d) to act as liaison with other student education organizations;
- e) to act as liaison with other groups and agencies as approved by executive council;

- f) to advise executive council on professionalism of student members as necessary; **and**
- ~~g) [to attend all meetings of table officers, or executive council and general assemblies;~~
- ~~h) [to handle the funds of The Society as authorized by the table officers;]~~ and
- g)** to perform other duties as assigned by the president.

5.58 Vice-president Administration

5.-~~58~~.1 The vice-president administration shall be a [~~full-time~~] student member **currently** enrolled in the ~~f~~**F**aculty of ~~e~~**E**ducation **or a student currently enrolled in a pre-education program** at the University of Lethbridge.

5.-~~58~~.2 The duties of the vice-president administration shall be

- a) to be responsible for all distribution of received post mail and filing as necessary;
- b) to supervise and maintain general operations of The Society office;
- c) to act as recording secretary at all meetings of the table officers, executive council, and general assemblies;
- ~~d) [to handle the funds of The Society as authorized by the table officers;~~
- d) send regular e-mail communication to our membership in consultation with the president and director, social media; and**
- e) assist other council members wherever needed and perform other duties as assigned by the president.**
- ~~g) [end all meetings of table officers, or executive council and general assemblies.]~~

5.69 Vice-president Finance

5.-~~69~~.1 The vice-president finance shall be a [~~full-time~~] student member **currently** enrolled in the ~~f~~**F**aculty of ~~e~~**E**ducation **or a student currently enrolled in a pre-education program** at the University of Lethbridge.

5.-~~69~~.2 The duties of vice-president finance shall be

- a) to maintain current financial records and present an updated financial statement for the first executive council meeting of every month;
- b) to advise table officers, executive council, or a general **meeting** [~~assembly~~] of the major financial details pertinent to a decision on any proposal involving expenditure of The Society's funds;
- c) to select with the approval of the executive council an auditor and provide financial records and documentation to the appointed auditor; [~~by May 1 of the current academic year;~~]
- d) to advise and report on matters pertaining to the financial status of The Society as necessary;
- ~~e) [to handle the funds of The Society as authorized by the table officers;]~~
- e) complete and submit in collaboration with the president, the annual audited financial statements to the ATA;**

- f) to ~~co-sign~~ **co-sign**, along with the president or vice-president internal, all cheques of The Society as required; and
- g) ~~[to attend all meetings of table officers, or executive council and general assemblies.]~~ **Perform other duties as assigned by the president.**

5.710 Director, Membership [Services]

5.710.1 The director, membership [services] shall be a ~~[full-time]~~ student member **currently** enrolled in the ~~f~~Faculty of ~~e~~Education **or a student currently enrolled in a pre-education program** at the University of Lethbridge.

5.710.2 ~~[Except as otherwise provided in this constitution,]~~ The director, membership [services] shall coordinate services offered to members by the Alberta Teachers' Association **ATA**, the University of Lethbridge, and other organizations in addition to advising the table officers, executive council or a general assembly pertaining to services offered by the ~~Alberta Teachers' Association~~ **ATA**;

- a) distribute information regarding specialist councils, other professional development activities and other publications of the ~~Alberta Teachers' Association~~ **ATA** including the *ATA News* and the *ATA Magazine*;
- b) liaison with the assigned ~~Alberta Teachers' Association~~ **ATA** staff officer;
- c) direct, organize, publicize, and be responsible for the sale of merchandise related to the EUS and EUS activities;
- d) ~~[handling the funds of The Society as authorized by the table officers; and~~
- e) ~~attending all meetings of the executive council and general assemblies.~~
- d) **organize, mail, and distribute membership cards;**
- e) **organize membership drives alongside vice president, internal; and**
- f) **plan, coordinate, and promote first aid certification courses to be available on campus.**

5.811 Director, Professional Development

5.811.1 The director, professional development shall be a ~~[full-time]~~ student member **currently** enrolled in the ~~f~~Faculty of ~~e~~Education **or a student currently enrolled in a pre-education program** at the University of Lethbridge.

5.811.2 The director, professional development shall

- a) be responsible for the professional development program of The Society;
- b) included but not limited to: directing, organizing, publicizing, and chairing a regular speaker series;
- c) be responsible for professional development relationships with the ~~Alberta Teachers' Association~~ **ATA** and other groups as necessary; **and**
- d) **maintain a standard of 20 per cent of professional development sessions being on Indigenous content and ways of knowing.**
- e) ~~[handle the funds of The Society as authorized by the table officers; and~~
- f) ~~attend all meetings of the executive council and general assemblies.]~~

5.912 Director, Social [Activities] **Media**

5.912.1 The director, social **media** shall be a [full-time] student member **currently** enrolled in the fFaculty of eEducation **or a student currently enrolled in a pre-education program** at the University of Lethbridge.

5.912.2 The director, social [activities] **media** shall direct, organize, publicize and be responsible for all of The Society's social [activities, including but not limited to

- ~~i. welcome back event (per semester);~~
 - ~~ii. mid-semester event (per semester);~~
 - ~~iii. a council event (per semester);~~
 - ~~iv. provide support to the of vice president internal in a fundraising event (per semester), which may support any charity approved by executive council. This may coincide with any of the events listed above.~~
 - ~~b) direct, organize, publicize and be responsible for all of The Society's social activities, including social media updates;~~
 - ~~c) recommend to executive council dates and times for social functions;~~
 - ~~d) direct and coordinate the production of an activities calendar;~~
 - ~~e) make space and equipment reservations as required for social activities;~~
 - ~~f) make application for liquor permits and to secure liquor for The Society is social activities as required;~~
 - ~~g) advise executive council regarding details of EUS social functions as required;~~
 - ~~h) recruit and oversee EUS members to assist in the organization, publicity and presentation of The Society's sponsored social activities as required;~~
 - ~~i) coordinate food and beverage requirements for meetings, seminars and other functions as required;~~
 - ~~j) attend all meetings of executive council and general assemblies; and~~
 - ~~k) handle the funds of The Society as authorized by the table officers]~~
- media accounts and posting including but not limited to:**
- a) updating Facebook and Instagram, as necessary;**
 - b) work with other members of the EUS to advertise and promote events, opportunities and more;**
 - c) reply quickly and accurately to any Facebook or Instagram messages;**
 - d) update the EUS website frequently;**
 - e) update EUS Linktree with appropriate links;**
 - f) create fun and unique ways to increase social media accounts and website;**
 - g) keep the executive council informed of relevant current issues and opportunities in the area of social media and advertising; and**
 - h) liaise with the faculty representative, who could (if needed) contact public relations in the Faculty of Education.**

5.130 Director, Tutoring Services

5.130.1 The director, tutoring services shall be a ~~[full-time]~~ student member **currently enrolled in the Faculty of Education or a student currently enrolled in a pre-education program** at the University of Lethbridge.

5.130.2 The director, tutoring services shall:

- a) be responsible for recruiting tutoring applications from the student body of the Faculty of Education;
- b) be responsible for distributing tutoring information to local area schools regarding EUS tutoring program services;
- c) be responsible for responding to parent/teacher inquiries regarding the tutoring services facilitated by the EUS;
- d) be responsible for collecting tutoring application fees that are to be used towards a tutoring scholarship;
- e) be responsible for matching tutor applicants to parent/teacher requests for individual tutoring requirements; **and**
- f) ~~[handle the funds of The Society as authorized by the table officers;]~~
- f) be responsible for responding to any concerns/questions generated by parents, teachers, or tutors regarding tutor services; ~~and~~
- g) ~~attend all meetings of executive council and general assemblies.]~~

5.141 Director, Volunteer Experience

5.141.1 The director, volunteer experience shall be a ~~[full-time]~~ student member **currently enrolled in the Faculty of Education or a student currently enrolled in a pre-education program** at the University of Lethbridge.

5.141.2 The director, volunteer experience shall

- a) be responsible for finding volunteer opportunities applicable to Faculty of Education students' interest;
- b) be responsible for facilitating these opportunities to The Society's members,
- c) ~~work closely with vice president internal to maintain The Society's mentorship program; and~~
- d) responsible for being a community liaison and working with community organizations.
- e) ~~[attend all meetings of executive council and general assemblies, and~~
- f) ~~handle the funds of The Society as authorized by the table officers.]~~

5.15 Director, Indigenous Education

5.15.1 The director, Indigenous education shall be a student member currently enrolled in the Faculty of Education or a student enrolled in a pre-education program at the University of Lethbridge who has established strong connections to facilitate opportunities with Treaty 7 Communities, Elders, and Knowledge Keepers.

5.15.2 The director, Indigenous education shall:

- a) **Create space and a sense of belonging for Indigenous students with the Faculty of Education;**
- b) **Facilitate relationship building opportunities between Indigenous students, peers, and instructors within the Faculty of Education;**
- c) **Ensure official events of The Society commence with an acceptable land acknowledgement that includes the identification our University's Blackfoot name Iniskim ("Sacred Buffalo Stone" in English) and the Blackfoot Confederacy being the original occupants of this land (see the University's acknowledgement online);**
- d) **Collaborate with Indigenous Education teaching initiatives within the Faculty of Education, including programming for PS I, PS II, and PS III;**
- e) **Collaborate with the director, professional development to facilitate foundational knowledge based professional development opportunities for all students;**
- f) **Work with the vice-president, internal to facilitate relationship building opportunities with and for Indigenous students;**
- g) **Assist the director, tutoring services with facilitating tutoring opportunities for Indigenous students within the Faculty of Education and the surrounding Lethbridge area;**
- h) **Work alongside the director, membership to encourage Indigenous involvement within The Society;**
- i) **Build and maintain, along with the vice president, external, strong, positive, and productive relationships with local Indigenous-focused groups;**
- j) **Work alongside the Faculty of Education representative in encouraging pre-education Indigenous students to apply to the Faculty of Education; and**
- k) **Liaise with the faculty representative as needed to coordinate and support indigenous initiatives and efforts.**

5.16 Director, Wellness

5.16.1 The director, wellness shall be a student member currently enrolled in the Faculty of Education or a student currently enrolled in a pre-education program at the University of Lethbridge.

5.16.2 The director, wellness shall:

- a) **Be an advocate for wellness for The Society;**
- b) **Work closely with the vice-president, internal to ensure that The Society is working to promote wellness with events hosted by The Society;**
- c) **Host, at minimum, two wellness activities per academic semester to promote wellness for members of The Society;**
- d) **Become a member of the Faculty of Education Wellness Committee Advisory Committee. Attending two meetings a year to inform wellness priorities in the Faculty of Education and the Society;**

- e) Be invited to participate in Wellness Committee Working Group when necessary, as a representative voice of the students of the Society; and**
- f) Collaborate with the director, professional development to ensure professional development sessions are holistic in nature.**

~~[Appointed Positions~~

- ~~5.12.1 The president shall recommend, to the executive council, position appointments for the voting student representative positions of~~
 - ~~a) representative education 2500,~~
 - ~~b) representative education 3500 (PSI),~~
 - ~~c) representative education 3600 (PSII),~~
 - ~~d) representative education 4571-4 (PSIII),~~
 - ~~e) post practice, and~~
 - ~~f) students' union faculty representative education.~~

~~5.13 Student Representatives~~

- ~~5.13.1 student representatives shall act as liaison between The Society and its members by~~
 - ~~a) bringing concerns and views of members at each practicum level to the executive council,~~
 - ~~b) participating on committees as required by The Society, and~~
 - ~~c) attending executive council meetings and general assemblies of The Society.]~~

5.17 Students on committees

- 5.17.1** Student representatives appointed as representatives to ~~f~~**F**aculty of ~~e~~**E**ducation or other university committees shall be voting committee members of the executive council.

5.18 Other Voting Members

- 5.18.1** Upon recommendation of the president, the executive council members shall, by a three-fifths vote, appoint such other voting members to the executive council as The Society requires carrying out its functions.

Meetings

6.1 Executive Council

- 6.1.1 The administrative, financial, and executive functions of the council shall be vested in the executive council including
 - a) the approval of recommendations of appointments of education students for faculty and university committees;
 - b) the determination of membership fees;
 - c) the establishment of and appointments to standing and ad hoc committees;
 - d) the authorization of expenditures;
 - e) the recommendation for a motion for repayment of out-of-pocket expenses for work on behalf of The Society;
 - f) the interpretation of the constitution as necessary;

- g) the approval of representatives of The Society as required;
- h) the approval of candidates recommended for the executive council as authorized elsewhere in this constitution;
- i) liaison with the ~~students' union~~ **ULSU**, ~~Faculty of e~~**E**ducation, University of Lethbridge, the ~~ATA Alberta Teachers' Association~~, Alberta Education, Alberta School Boards Association, school boards and other organizations as deemed necessary;
- j) the hearing and receiving reports from table officers, standing ad hoc committees and such other groups and members as shall be necessary;
- k) acting on the business arising from reports and such other new business as is brought before the executive council except otherwise provided in this constitution;
- l) being subjected to rules and procedures approved in policy by a general assembly considering and deciding on the withdrawal of membership status, with cause, of any student member; and
- m) selecting a chief returning officer to conduct the ~~[semi]-~~annual election of officers.

6.2 External Representation

6.2.1 An elected officer or a staff officer of the ~~ATA Alberta Teachers' Association~~ ~~[or]~~ **and** a representative of the ~~Faculty of e~~**E**ducation, University of Lethbridge, shall have the right to attend and participate, but not vote in an executive council meeting. The executive council may invite or give permission to such other individuals or groups as it deems appropriate to attend or participate, but not vote in an executive council meeting.

6.2.2 The Faculty of Education representative on the ULSU general assembly shall be invited and is expected to attend all executive council meetings.

6.3 Quorum

6.3.1 A quorum for an executive council meeting shall be 50 per cent of the voting members entitled to attend.

- a) ~~[Quorum for an executive council meeting during professional semester I, II or III practicum shall be 50 per cent of elected officials.]~~

6.4 Table Officers Committee

6.4.1 Executive council shall have a table officers committee consisting of the president, vice-president internal, vice-president external, vice-president administration and vice-president finance. The table officers committee shall prepare and set the agenda for meetings of the executive council and, when time is of the essence, assume the functions of the executive council.

6.4.2 Table officers committee meetings shall be called by the president as required.

6.4.3 A quorum for table officers committee meetings shall be a simple majority.

6.5 General ~~{Assembly}~~ **Meeting**

6.5.1 All active members of The Society are eligible to attend, participate in and vote at a general ~~[assembly]~~ meeting of The Society.

6.5.2 The general ~~[assembly]~~ **meeting** shall have the responsibility for approving policy of The Society on matters including, but not restricted to:

- a) the examination of the role of the EUS on and off campus;
- b) the development of guidelines for EUS activities;
- c) the acquisition, management, and disposition of property by EUS;
- d) the awarding of honorary membership as warranted;
- e) approving constitution amendments every two years, as recommended by the executive council for forwarding to the AGM.

6.5.3 A quorum for a general ~~[assembly]~~ meeting shall be 10 per cent of the total number of active members and must include 60 per cent of the members of the executive council.

6.5.4 There shall be at least one general ~~[assembly]~~ meeting of the members of The Society each academic year.

6.6 Meetings

6.6.1 All meetings shall be called by the president.

6.6.2 Table officers committee meetings shall be called by the president or, in the absence of the president, the vice-president internal.

6.6.3 Executive council meetings shall be called by the president or on the request of two table officers or on the written request of a majority of the members of executive council.

6.6.4 A general ~~[assembly]~~ meeting shall be called by the president or on the request of executive council or on the request of 20 active members of The Society.

6.7 Notice of Motion

6.7.1 Notice of Motion for meetings shall be:

- a) table officers committee meetings—24 hours unless all officers have been contacted directly and agreed to waive the requirement of notice. Notice shall be provided directly to the individuals concerned in such manner as deemed appropriate.
- b) executive council meetings—48 hours unless all voting members have been directly contacted and not less than two-thirds have agreed to waive the requirement of notice. Notice shall be provided directly to the individuals concerned in such manner as deemed appropriate.

- c) general ~~{assembly}~~ meetings—seven calendar days, prominently advertised in such manner as deemed appropriate.
- d) at any time, a table officers committee meeting, executive council meeting, or general ~~{assembly}~~ meeting is called with less than the required period of notice, the first item of business of the meeting shall be to, by two-thirds majority vote, waive the requirement for advance notice.

6.8 Attendance

6.8.1 Attendance at meetings shall be subject to the following:

- a) table officers committee meetings are closed meetings attended only by the elected table officers and invited guests approved by majority vote at the meeting.
- b) executive council meetings are ~~closed~~ **open** meetings ~~attended only by those designated for attendance in this constitution and such others who are approved by majority vote at the meeting.~~
- c) an exception to 6.8.1 b) applies when, through a simple majority vote, a motion to move *in camera* is called which will exclude all but Society executive council members; and**
- d)** a general ~~{assembly}~~ **meeting** is an open meeting until such time as the assembly, by a simple majority vote, moves to an *in camera* session excluding all but Society members and invited guests.

6.9 Parliamentary Procedure

6.9.1 Parliamentary authority for The Society shall be the Rules of Order and Procedure of the ~~ATA Alberta Teachers' Association~~ as published in the *Members' Handbook* and *Roberts' Rules of Order* current edition.

6.10 Other Responsibilities

6.10.1 The Society shall also be bound by the *Alberta Human Rights Act*, and the Canadian Charter of Rights and Freedoms.

Representation on Committees

7.1 Approval

7.1.1 With approval of the executive council, the president shall recommend student members for appointment to University of Lethbridge committees as required, unless specifically stated in duties of respective officers above.

- a) ~~{to the dean, faculty of education for student representatives on faculty of education committees; and~~
- b) ~~to the chief executive officer of the students' union for student representation, education, vacancies as required on university and students' union committees.~~

7.2 ~~Voting~~

~~7.2.1 Student members appointed as representatives to faculty of education or other University of Lethbridge committees shall be voting members of the executive council.]~~

7.2 Reporting

7.2.1 The Society representatives on committees are expected to report to executive council meetings on the activities and decisions of the committees.

7.3 Eligibility

7.3.1 Representatives shall be [full-time] student members of the University of Lethbridge **currently** enrolled in the ~~f~~**F**aculty of ~~e~~**E**ducation.

Terms of Office

8.1 Elections

8.1.1 The executive council shall set dates for elections, by-elections, and nominations. Nominations for positions will be accepted by The Society beginning the third Friday of February, or a date agreed upon by the executive council. Candidates must be nominated by at least five current EUS members in good standing. **The chief returning officer may decrease the number of nominations needed at their discretion.** Annual elections for table officers and directors shall be called no later than the third Friday of March. A subsequent election shall be called within 30 days of the first election in the event there are offices remaining vacant after the election.

- a) The term of office shall commence on [~~April 30~~] **May 1st** unless an alternative date is agreed to by the newly elected officials and the **outgoing** executive council.
- b) Uncontested positions will be included in the election, allowing members to vote for the nominee or 'none.'
- c) Nominees receiving a majority of votes will be appointed upon closure of the election period and will assume their position on the executive council upon the dates stated above.
- d) A minimum of five active members may nominate an EUS member for election.
- e) Election shall be by simple majority.
- f) Each active member of The Society shall have one vote.

8.2 Nomination Vacancies

8.2.1 Positions remaining vacant after the second call of elections shall be filled by appointment by the executive council on the recommendation of the table officers.

8.3 Chief Returning Officer (**CRO**)

8.3.1 The chief returning officer, as appointed by the executive council, shall assume responsibility for the conduct of elections:

- a) the chief returning officer shall not vote except in the event of a tie in which the chief returning officer shall cast the deciding vote;
- b) the chief returning officer must remain neutral and refrain from expressing support or disapproval or assisting in campaign efforts of any candidates; **and**
- c) the chief returning officer should be a student at the University of Lethbridge who is also an EUS member; not a current member of the executive council or running for a position in the EUS election.

8.4 Resignations

8.4.1 A member of the executive council may submit a resignation in writing to the executive council at any time.

8.4.2 Executive council may request the reason for resignation from any member and may ask the member to reconsider.

8.5 Vacancy

8.5.1 In the event a vacancy occurs;

- a) in the office of president, the executive council shall call an election within 30 days of receiving the resignation if the resignation occurs prior to January 1 (halfway through president's office) of the academic year or appoint a member of executive council to complete the unexpired term if the resignation occurs after January 1;
- b) in the office of vice-president internal, vice-president external, vice-president administration or vice-president finance the executive council may, at its discretion, call an election or appoint an individual to fulfill the unexpired term; **and**
- c) in the office of a director, the table officers shall appoint an individual to fulfill the unexpired term; ~~and~~
- d) ~~[in a committee representative position appointed by The Society, the executive council shall recommend a replacement.]~~

8.6 Dismissal

8.6.1 The president, after receiving authorization from executive council, may dismiss any appointed member ~~[of the executive council except student representatives to faculty and University of Lethbridge committees]~~ with cause.

8.6.2 An elected official may be dismissed by the table officers following:

- a) a petition by 20 per cent or more of the members of The Society's membership or
- b) a two-thirds vote following a hearing before the executive council in which the principles of natural justice are respected and sufficient cause is established.

Constitution Amendments

9.1 Procedure

9.1.1 Amendments to the constitution shall be made upon:

- a) 20 days' notice of motion,
- b) approval of two-thirds majority vote at a general ~~[assembly]~~ meeting and
- c) approval of Provincial Executive Council of the ~~Alberta Teachers' Association~~ ATA and such other bodies as may be required.

9.1.2 In the event where quorum is not met at the general meeting, constitution amendments may be approved by a two-thirds majority vote at an executive council meeting, after the annual general meeting has taken place.

Approved by Table Officers of the Alberta Teachers' Association 1972 05 16.

Amendments ratified by TOC on behalf of PEC 2001 01 08, 2015 05 26, 2017 09 11.