



Constitution

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Article 1: Mission Statement

We are the students of George Brown College committed to supporting each other in the struggle for students' rights, the pursuit of quality education and the provision of services in a safe, equitable and accessible environment.

Article 2: Mandate

2.1 Organizational Mandate

The Student Association functions as the central student government representing the interests of all George Brown College students. The Student Association focuses on representation, advocacy, delivery of services and the operation of businesses to support its overall mandate. The Student Association's basic objectives shall be:

- a. To build a united student movement among the students of George Brown College regardless of gender, religion, ethnicity, language, ability, sexual orientation, age or socio-economic status.
- b. To provide a democratic forum to voice students' concerns and issues.
- c. To provide the opportunity for students to unite in various student groups to address concerns specific to particular constituencies of the Student Association.
- d. To facilitate cooperation among all students and student groups to work towards common goals on a cooperative basis.
- e. To voice the students' perspective on issues at the College, municipally, provincially, and federally and to represent the students' interests at all levels.
- f. To promote awareness of pertinent College activities and policies.
- g. To strive towards a high-quality education by providing optimal support services accessible to all students.

2.2 Representation and Advocacy

With respect to representation and advocacy, the Student Association shall:

- a. Act as an advocate on behalf of students whenever students' rights have been violated.
- b. Ensure that the college establishes equitable policies and procedures for the resolution of student concerns and that such policies and procedures are adhered to and administered consistently.
- c. Recommend changes to policies and procedures wherever students' rights are not being adequately met.
- d. Advocate for the delivery of College services that support students in their academic studies and daily experiences at the College.
- e. Work to ensure that the College is fully accessible to all students.
- f. Represent, promote and defend students' interests at the local, provincial and federal levels of government and all levels of decision-making within the College.
- g. Ensure that the Student Association is well run, practices good governance and maintains transparency wherever possible.

2.3 Services

With respect to student services, the Student Association shall:

- a. Provide the opportunity and support for student groups to form and function in order to meet the needs of students.
- b. Provide activities and events for students to participate in and socialize with other students and members the College community.
- c. Provide a comprehensive orientation program for new members of the Student Association.
- d. Deliver services to groups of students that are traditionally underrepresented in order to provide an atmosphere where students can socialize and advocate for those issues specific to the constituency.
- e. Communicate issues, concerns, events and activities to students and provide the opportunity for student feedback through all means available, including student publications.
- f. Provide student owned and operated spaces for students to relax and socialize in a safe, healthy and accessible environment.

2.4 Financial Operations

With respect to financial operations and business, the Student Association shall:

- a. Generate revenue to support services, initiatives, and facilities.
- b. Provide flexible jobs opportunities for students to work on campus.
- c. Provide reasonably priced alternatives to students.
- d. Maintain student membership fees at the lowest feasible level.
- e. Collect fees, create an annual operating budget and ensure that funds are expended as intended.
- f. Ensure that any amount greater than \$1,000 is approved by Purchase Order and signed by 2 authorized individuals.

Article 3: Organization of the Student Association

The Student Association of George Brown College shall be governed by the By-laws and this Constitution as well as operational policies and procedures. Wherever any discrepancy seems to exist among those documents, the By-laws shall prevail.

3.1 By-laws

The By-laws shall establish the generic legal composition of the Student Association, as well as the powers, authority and overall composition of its various components including its membership.

3.2 Constitution

The Constitution shall outline the mission, purpose and mandate, as well as the specific composition, of the Student Association Board, Executive, Standing Committees and *Ad Hoc* Committees. The Constitution shall also establish the jurisdiction and duties of the Student Association's officers, directors, representatives and various components.

3.3 Policies and Procedures

The Student Association shall establish policies and procedures that govern the day-to-day operations of the organization, in accordance with the By-laws.

Article 4: Board of Directors

4.1 Board of Directors Composition

The Board of Directors shall consist of the following members:

- a. Executives
 - i. Director Public Relations
 - ii. Director Education and Equity
 - iii. Director Finance and Operations
 - iv. Director Internal Affairs
 - v. Director Student Life and Campus Relations

- b. Campus Directors
 - i. Casa Loma Campus Director
 - ii. St. James Campus Director
 - iii. Ryerson Campus Director
 - iv. Waterfront Campus Director

- c. Educational Centre Representatives
 - i. Construction and Engineering Technologies
 - ii. Business
 - iii. Community Services and Early Childhood Education
 - iv. Arts and Design
 - v. Liberal and Preparatory Studies
 - vi. Health Sciences
 - vii. Hospitality and Culinary Arts

- d. Constituency Representatives
 - i. International Student Representative
 - ii. LGBTQ Representative
 - iii. Women and Trans People Representative

- iv. Aboriginal Representative
- v. ASL/Disability Representative

4.2 Board Jurisdiction

The Board of Directors will have ultimate jurisdiction over the affairs of the Student Association and its various components. The board shall:

- a. Ensure that the Student Association adheres to its Bylaws, Constitution, Policies and Procedures and all applicable municipal, provincial and federal laws.
- b. Establish Policies and Procedures in accordance with paragraph 12.04 of the Bylaws.
- c. Appoint Commissioners in accordance with Article 8 of the Bylaws.
- d. Develop and monitor the long term strategic direction of the organization.
- e. Develop, establish and modify new and existing programs, services and financial operations.
- f. Establish and monitor the annual budget for the organization and its subsidiary operations.
- g. Revise the annual budget as needed.
- h. Approve expenditures from internally restricted funds.
- i. Approve expenditures not included in the annual budget.
- j. Carry out any borrowing on behalf of the organization
- k. Receive proposals with respect to student ancillary fees, make fee adjustment recommendations, and approve ancillary fees pending approval of the College's Board of Governors.
- l. Make decisions concerning Human Resources including Compensation, benefits, and issues pertaining to the Executive Director.
- m. Make decisions concerning the impeachment of members of the Board.
- n. Normally meet at least once per month.
- o. Approve policy statements concerning the official opinion and position of the Student Association.
- p. Make recommendations to College Council concerning academic, service, and other issues.
- q. Appoint individuals to standing committees.
- r. Monitor the work of the committees and assist with the implementation of campaigns, activities, publicity and events.
- s. Bring forward students' concerns to the appropriate committee.

Article 5: Executive Committee

5.1 Executive Committee Composition

The Student Association Executive Committee shall consist of the following nine (9) members:

- a. Director Public Relations
- b. Director Education and Equity
- c. Director Finance and Operations

- d. Director Internal Affairs
- e. Director Student Life and Campus Relations
- f. Casa Loma Campus Director
- g. St. James Campus Director
- h. Ryerson Campus Director
- i. Waterfront Campus Director

5.2 Executive Committee Jurisdiction and Collective Duties

In addition to the duties of each respective portfolio, Executive Committee members shall:

- a. Be familiar with and uphold all Student Association policies and procedures including, but not limited to, the Voting Director's Accountability Manual.
- b. Undergo any necessary training in order to fulfill the responsibilities of their position.
- c. Develop an annual strategic plan by August 15th of each year, including but not limited to: publicity and advertising, a campaigns strategy, an events calendar, forums and advocacy issues.
- d. Monitor and report to the Board concerning the status of the annual strategic plan.
- e. Monitor the finances and budget of the Executive Committee and Board of Directors at each meeting of the Executive.
- f. Ensure that expenditures are within the approved budget.
- g. Hold the Executive Director accountable for day-to-day operations.
- h. Encourage members to run in elections of the Student Association.
- i. Ensure that transition sessions are held with incoming Executive Members for a minimum of three days in order to transfer relevant knowledge, skills, files and records before the end of the term.
- j. Establish positive working relationships with College faculty, staff, administrative and community members.
- k. Endeavour to contribute to the harmonious and effective interaction of staff, Executive and Board members.
- l. Approve and coordinate all appointments to Student Association committees, George Brown College committees and various community-based committees as required and report them to the Board of Directors.
- m. Meet at least once per month.
- n. Liaise between the Student Association and student groups.
- o. Monitor suggestions received from students and follow up with appropriate parties.
- p. Serve as a primary advocate for current student issues to the college.
- q. Select a member to serve on college council.
- r. Negotiate with the college on behalf of the Student Association.

Article 6: Standing Committees of the Board

6.1 Committees Overview

In accordance with section 1.03 of the By-Laws, the Board of Directors shall be assisted by committees, which shall be appointed and function in accordance with the Voting Directors

Accountability Manual. Standing Committees of the Board are appointed for the life of the Board of Directors and can be created, amended or dissolved upon an amendment to this constitution.

Standing Committees of the Board must approve and send to the Board of Directors minutes of all meetings for acceptance with a corresponding report given by the Chair to outline committee activities. Staff and other guests may be invited to participate in the Standing Committees, but only Board members and Executives will be eligible to vote.

6.2 Standing Committees

The Standing Committees of the Board shall consist of the following:

- a. Finance and Operations Committee
- b. Internal Affairs Committee
- c. Education and Equity Committee
- d. Public Relations and Communications Committee
- e. Student Life Committee
- f. Elections Committee
- g. Board Mediation Committee

Article 7: Ad Hoc Committees

7.1 Committees Overview

The Student Association will establish *Ad Hoc* committees as needed. *Ad Hoc* Committees shall encompass a broader membership and may include board members, executives, staff and at large students of George Brown College. Each *Ad Hoc* Committee shall be given direction from the board. The Board of Directors shall:

- a. Establish the generic membership and criteria of the committee.
- b. Appoint an individual to serve as Chair of the committee.
- c. Appoint members to the committee.
- d. Establish the mandate, goals and objectives for the *Ad Hoc* committee.
- e. Establish timelines for reporting the work of the committee.
- f. Establish budgetary limits for the committee.
- g. Meet in accordance with the By-laws.

Article 8: Constitutional Amendments

8.1 Amendment Process

The Constitution may be amended or replaced by a two-thirds majority vote of the Board, provided that the full text of such amendment is available not less than 10 business days prior to

the Board meeting at which the amendment is to be considered and the amendment or replacement is included in the respective notice for such meeting.