



Bylaws

Graduate Students' Association
Concordia University

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Table of Content

Preamble	3
Objectives	3
Article I – Name	3
Article II – Purpose and Structure	3
Article III – Membership	4
Article IV – Fees	4
Article V – Council of Directors	4
Article VI – Roles and Responsibilities of the Council of Directors	5
Article VII – Roles and Responsibilities of the Council Chair	6
Article VIII – Executive	6
Article IX – Roles and Responsibilities of the Executive	6
Article X – Executive Committee	8
Article XI – Staff Positions	8
Article XII – Budget Committee	10
Article XIII – Finances	10
Article XIV – Elections	11
Article XV – Impeachments	12
Article XVI – Resignations	12
Article XVII – Call for Resignation	12
Article XVIII – Eligibility for Office	12
Article XIX – General Meetings	12
Article XX – Referenda	13
Article XXI – Amendments	14
Article XXII – Special By-Laws	14
Article XXIII – Ratification	14



Preamble

In recognition of the fact that Graduate Students at Concordia University have different needs and interests from other student and administrative organizations on campus, the Graduate Students' Association (G.S.A.) seeks to protect, stimulate and enrich the academic and social interests of its constituency. As the central governing body of graduate students, the G.S.A. is guided by the principle that all members are entitled to equitable treatment at all levels of their academic and social life. The G.S.A. shall strive to foster a sense of community, cooperation and communication among members. The Association is, and will remain, a democratic non-profit corporation, having its head office in the City of Montreal, Quebec, Canada.

Objectives

The G.S.A., under the parameters set forth within these General By-Laws, shall:

1. Represent the collective interests and promote the general welfare of the graduate students of Concordia University.
2. Provide a platform to stimulate interdisciplinary opportunities for all members in a variety of cultural, intellectual, political, recreational and social activities.
3. Provide representation for its members to increase graduate students' influence on decision-making bodies and encourage involvement of its members in political processes, both internal and external to the University.
4. Work to improve the quality and accessibility of graduate education at Concordia.
5. Represent, promote and defend the individual rights of the association's members.
6. Create an accessible space for its members that provides adequate resources and conveniences to support these objectives.
7. Facilitate cooperation among students by providing services and organizing events, which supplement the learning experience of its members and develop a sense of community.
8. Provide resources and services to improve the quality of life of its members.
9. Publicize information of interest to association members.

Article I – Name

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

Article II – Purpose and Structure

1. The G.S.A. is an association of graduate students founded in 1970 to represent the graduate students in University activities, and to coordinate activities amongst graduate students, subject to the by-laws of the University.
2. Faculty, Departmental, Program Associations and Clubs
 - 2.1. The graduate students of every academic faculty, department or program shall have the right to form a society consisting of all graduate students registered in such a faculty, department or program. Such societies will be called Faculty, Departmental or Program Associations.



- 2.2. In order to be registered with the G.S.A. Faculty, Departmental or Program Associations shall be governed internally by an Executive Council, in accordance with a constitution established by such Faculty, Departmental or Program Association and approved by the G.S.A. Council. Said constitution shall not contradict or infringe upon the general by-laws of the G.S.A..
 - 2.3. Faculty, Departmental or Program Associations shall be eligible to obtain annual funding from the G.S.A. upon the annual submission of their constitution, budgets, names of executives and financial statements from previous years.
 - 2.4. Any group of ten (10) or more members may be eligible to form a nonprofit club upon presenting a list of their members and a constitution to the Council of Directors. The allocation of funds to those clubs will be decided by the G.S.A. Council of Directors on a case-by-case basis.
3. The General Assembly shall be the highest decision-making body of the G.S.A.

Article III – Membership

1. A G.S.A. member shall be considered anyone that fulfils all of the following:
 - 1.1. Is a Concordia University Graduate student.
 - 1.2. Is registered in Graduate Studies as defined by the Office of the Registrar
 - 1.3. Has paid G.S.A. membership fees as per Article IV

Article IV – Fees

1. The G.S.A. shall have the right to collect a fee from all graduate students upon registration.
2. Any change of these fees shall be:
 - 2.1. Instituted by the Council of Directors
 - 2.2. Ratified in a referendum or through a General Assembly.

Article V – Council of Directors

1. The second highest governing and decision-making body of the G.S.A. after the shall be the Council of Directors, hereinafter designated as the Council.
2. The Council shall:
 - 2.1. Set policy.
 - 2.2. Approve budgets.
 - 2.3. Appoint student representatives to university bodies.
3. The Council members shall be consisted of Voting and Non-Voting members. All Voting members shall be referred to as Directors.
4. The Council of Directors shall be comprised of GSA members elected in the annual GSA elections.
5. The allotted seats shall be distributed on a basis of proportional representation set at one (1) Director for every 300 students whereby the ratio shall be rounded down. This ratio will be determined by the total enrolment number in the Winter term of the previous academic year. There shall be a minimum of one (1) Director per faculty. Directors shall be elected within their respective faculties, namely John Molson School of Business, Arts & Science, Engineering & Computer Science, Fine Arts and Interdisciplinary/SIP. This proportional representation shall be set forth in the By-Laws for the Regulation of Elections and Referenda.
6. Prior to every Council meeting: a) All Directors shall be given individual notice at least seven (7) calendar days before each Council meeting, unless waived by every Director. All GSA members shall also be informed of the Council meetings.



7. Prior to every Council meeting:
 - 7.1. All Directors shall be given individual notice at least seven (7) calendar days before each Council meeting, unless waived by every Director.
 - 7.2. The agenda and related documents of a Council meeting shall be disseminated in written form to all Directors at least five (5) calendar days prior to the meeting, unless waived by every Director.
8. Council meetings shall be called at least once per month. One half (1/2) of the sitting Directors shall constitute quorum. Meeting dates for each semester will be established within ten days of the of the start of the semester save summer, when the new council will establish summer meeting dates ten days after assuming office.
9. Voting procedures:
 - 9.1. The Directors shall each have one (1) vote.
 - 9.2. No proxy votes will be allowed.
 - 9.3. A simple majority vote (50%+1) of the Directors present is needed to carry a Council Motion unless the motion pertains to Constitutional Amendments, Annual Budgets, Impeachment or as otherwise stipulated in the General By-Laws. In these cases, a two third (2/3) majority vote is needed to carry a Council Motion.
 - 9.4. Abstentions and blank or spoiled ballots shall not be considered as a “Yes” or “No” vote and they will be excluded from the final tally in all voting scenarios.
10. If a Director belongs to a group petitioning the Council for funding, she or he shall leave the room during the vote and will thus not have voting privileges.
11. Minutes of the most recent Council meeting shall be made available for examination to the G.S.A. and its members no more than seven (7) calendar days after the meeting.
12. Outside of Council meetings, a written proposition that has received the asserting signatures of all Directors entitled to vote shall be considered a Council resolution.
13. The Council shall have the authority to create committees and delegate unto them the powers and tasks that it chooses to.
14. The elected President of the G.S.A. shall chair of the first meeting of the Council of Directors. The Council will appoint a permanent chair at the first meeting.
15. Directors will make themselves available for a thirty-minute period prior to regular monthly meetings to answer questions from members.
16. For a Director to be removed from their position please see Article XV – Impeachments.
17. The Council will determine annually the honorarium Directors will be entitled to receive per meeting attended. This amount must be ratified by GSA members through a General Assembly: Non-attendance or failure to arrive 30 minutes early as required by bylaws without documentation shall result in the withholding or non payment of honorarium for Directors in question.

Article VI – Roles and Responsibilities of the Council of Directors

1. The Directors shall:
 - 1.1. Enforce the General By-Laws and Special By-Laws of the G.S.A.
 - 1.2. Aid the Executives in the execution of their assigned duties.
 - 1.3. Endeavour to improve the general condition of the G.S.A. and of Graduate Students at Concordia University.



Article VII – Roles and Responsibilities of the Council Chair

1. Set agenda and disseminate documents as required.
2. Call the meetings of the Council of Directors.
3. Mediate the meetings of the Council of Directors according to the most recent version of Robert's Rules of Order for anything that is not outlined in the
4. Convene Annual General Assembly

Article VIII – Executive

1. The G.S.A. Executive shall oversee the daily functions and services of the GSA and shall be a Non-Voting member of the Council of Directors.
2. The G.S.A. Executive shall be comprised of:
 - 2.1. The President.
 - 2.2. The Vice-President Internal.
 - 2.3. The Vice-President External
 - 2.4. The Vice-President Mobilization
 - 2.5. The Vice-President Academic\Advocacy

Article IX – Roles and Responsibilities of the Executive

1. The President shall:

- 1.1. Be the Chair of the Executive Committee and of General Assemblies.
- 1.2. Be the official spokesperson for the G.S.A.
- 1.3. Oversee the day-to-day management of the G.S.A.
- 1.4. Direct the implementation of Council resolutions.
- 1.5. Be responsible for relations with other student communities, student governments, the university administration, and the general public.
- 1.6. Prepare monthly reports which shall be made available online to members, these reports will include a report on any Board of Governors activity along with a report on any meeting related to university wide committees and senior administration.
- 1.7. Publish an annual G.S.A report summarizing the G.S.A. achievements during his or her term as well as outlining tasks resolved by Council.
- 1.8. Call at minimum bi-weekly Executive Committee meetings.
- 1.9. Call bi-weekly staff meetings.
- 1.10. Produce monthly newsletter.
- 1.11. Perform duties as outlined in the G.S.A. By-Laws and Special By-Laws.
- 1.12. Manage internal communications of the G.S.A.
- 1.13. Oversee all managers

2. The Vice-President Internal shall:

- 2.1. Assume responsibilities of President in the absence of the President.
- 2.2. Oversee and supervise the work and tasks of the Finance Manager.
- 2.3. Oversee the production of the student hand book.



- 2.4. Recruit, interview, and recommend to the Council the candidates for Graduate Student Representation on the University's academic and administrative organs.
- 2.5. Oversee responses to individual members queries.
- 2.6. Oversee Graduate Student Advocacy Initiatives.
- 2.7. Carry out any other duties pertinent to Vice-President Internal.
- 2.8. Perform duties as outlined in the G.S.A. By-Laws and Special By-Laws.
- 2.9. Provide monthly written reports to the Council and discuss the reports at the monthly meeting
- 2.10. Help to oversee internal managerial positions

3. The Vice-President External shall:

- 3.1. Be responsible for representing the G.S.A., through regular attendance at meetings, on external bodies, including both student and nonstudent organizations.
- 3.2. Monitor socio-political and economic developments that may effect Graduate Students at Concordia.
- 3.3. Monitor the activities of non-Concordia student associations and universities.
- 3.4. Liaise with external service providers to G.S.A. membership.
- 3.5. Provide monthly reports on activities of external organization GSA holds membership within.
- 3.6. Locate new opportunities, and build on existing relationships, with student unions and organizations.
- 3.7. Identify issues pertinent to G.S.A. members and organize information and action campaigns with a special focus on improving the quality and accessibility of education.
- 3.8. Locate and oversee collaborative opportunities and initiatives.
- 3.9. Promote activities that provide opportunities for intellectual and social benefit of the members.
- 3.10. Coordinate G.S.A. media relations in consultation with the President.
- 3.11. Carry out any other duty pertinent to the External Affairs function.
- 3.12. Perform duties as outlined in By-Laws and Special By-Laws.
- 3.13. Provide monthly written reports to the Council and discuss the reports at the monthly meeting.
- 3.14. Act as liaison with the university's Graduate Academic Departments, Programs and Faculty, Departmental or Program Associations
- 3.15. Help to oversee External Managerial Positions

4. The Vice-President Mobilization shall:

- 4.1. Oversee all mobilization work related to the GSA, including but not limited to postering, flyer, recruiting volunteers, coordinating classroom visits, for all GSA activities and campaigns, and including Loyola campus.
- 4.2. Oversee relevant GSA (campaigns, international student, BDS, mobilization, etc.) committees.
- 4.3. Together with the VP-External, oversee the work of the Campaigns Advocate and of any hired outreach staff positions.
- 4.4. Carry out any other duties pertinent to Vice-President Mobilization

5. The Vice-President Academic/Advocacy shall:

- 5.1. Sit on the University Senate.



- 5.2. Chair, and be a voting member on, an Appointments Committee of councillors who interview and consider applicants for university bodies, excluding the Senate and Board of Governors, and present recommendations for approval by Council. Council will appoint four councillors, one per faculty, to the Appointments Committee, at the beginning of their term.
- 5.3. Represent the GSA at university meetings and committees if seats cannot be filled by graduate students.
- 5.4. Coordinate an academic graduate caucus composed of graduate students who have a seat on academic committees, including the Board of Governors representative.
- 5.5. Search for feedback from students on academic conditions in departments and faculties and ensure that feedback is communicated to the appropriate university bodies and committees.
- 5.6. Address academic issues related to Concordia's graduate programs and inform students about academic resources
- 5.7. Oversee Graduate Student Advocacy Initiatives and the advocacy manager position.
- 5.8. Meet with and lobby university officials to ensure students' rights are upheld on campus

Article X – Executive Committee

1. The Executive Committee shall consist of the following three members:
 - 1.1. The President, who shall be Chair of the Executive Committee.
 - 1.2. The Vice-President Internal.
 - 1.3. The Vice-President External.
 - 1.4. The Vice-President Mobilization
 - 1.5. The Vice-President Academic and Advocacy
2. A meeting of the Executive Committee shall be called at least twice a month by the President. Its members shall be given individual notice of a meeting at least seven (7) calendar days before the meeting takes place, unless this stipulation is waived by every member.
 - 2.1. Quorum shall consist of all three (3) members of the Executive Committee.
3. The Executive Committee shall act to uphold the principles and financial integrity of the G.S.A..
4. Outside of Executive Committee meetings a written proposition that has received the written assent of all Executive Committee members shall be considered an Executive Committee Resolution.
5. The secretary to the Executive Committee shall be drawn from the Staff Positions. The secretary will have ex-officio status (non-voting member) at Executive Committee meetings.
6. Minutes of Executive Committee shall be made available to Council within seven (7) calendar days.
7. Upon request, all members have the right to obtain approved minutes from Executive Committee meetings within seven (7) calendar days.

Article XI – Staff Positions

1. Staff positions shall be made available exclusively to members of the G.S.A.
2. The Council of Directors shall create a Hiring Committee to hire three (3) Managers to assist the Executive Committee in the execution of their daily tasks.
3. The Hiring Committee shall be composed of:
 - 3.1. The Executive Committee.
 - 3.2. Four members of Council comprised of one member from each faculty.
 - 3.3. Quorum shall consist of five (5) members of the Hiring Committee.



4. The three hired staff positions shall be: a) Manager Finance. b) Manager Advocacy. c) Manager Services.
5. **The Manager Finance shall assist the Executive Committee by being responsible for:**
 - 5.1. The custody of all records, ledgers, receipts, or documents belonging to, or dealing with the financial affairs of the G.S.A.
 - 5.2. Keep the G.S.A.'s accounting process including receipts and disbursements up to date.
 - 5.3. The administration of funds as approved by Council and the preparation of all financial statements.
 - 5.4. Carrying out all other tasks, as required by the Executive and/or Council, associated with the Association's finances.
 - 5.5. Issue a monthly report to council summarizing the previous month's spending and updating the council as to the state of the budget
6. **The Manager Advocacy shall assist the Executive Committee by being responsible for:**
 - 6.1. Assisting the VP Internal in recruiting and interviewing committee applicants and graduate student representatives to the University bodies.
 - 6.2. Monitoring the performance of the G.S.A representatives and making recommendations to the VP Internal when necessary.
 - 6.3. Assisting the G.S.A. members with day to day queries about their rights and responsibilities, as well as directing them to the appropriate advocacy services provided by the University and/or external bodies.
 - 6.4. Acting as a Secretary of the General Assembly.
 - 6.5. Carrying out any other duty pertinent to student advocacy.
 - 6.6. Provide monthly report to Council.
 - 6.7. Is the primary writer and editor of all GSA publications including the GSA website, emails, and letters.
 - 6.8. Make recommendations to the VP External when necessary
7. **The Manager Services shall assist the Executive Committee by being responsible for:**
 - 7.1. Maintain the graduate house on a daily basis.
 - 7.2. Overseeing the computer lab operations.
 - 7.3. Organizing social functions, trips and cultural events.
 - 7.4. Publishing a newsletter, a handbook and/or any other materials that advertise the services provided in the G.S.A. house.
 - 7.5. Carrying out any other duty pertinent to student services.
 - 7.6. Provide monthly report to Council which describes all the GSA monthly events
 - 7.7. Help organize staff meetings
8. **The Manager Department/Faculty Student Associations shall assist the Executive Committee by being responsible for:**
 - 8.1. Act as the primary GSA contact person for the departmental and faculty association executives and members
 - 8.2. Maintain the existing comprehensive database of the contact information of departmental and faculty association executives
 - 8.3. Design and implement a newsletter for departmental and faculty student associations
 - 8.4. Discern needs of associations as they arise and relay to the VP-Internal in order to meet departmental associations' needs



- 8.5. Liaise with the Service Manager regarding association events being organized, and liaise with the GSA Campaigns Advocate regarding association campaigns being organized
- 8.6. Develop a guidebook to orient new departmental executives to Concordia
- 8.7. Research different democratic mechanisms for departments to interact and communicate (e.g. caucus of departmental representatives).
9. Council may leave the positions of Manager Advocacy and/or Manager Services unfilled for a period of no longer than 60 days. This provision is renewable and requires the unanimous consent of all Directors for each extension.
10. Council, with the consent of two-thirds (2/3) of the Directors, may create new staff positions as required. All new Staff Positions shall be outlined in the Special By-Laws.
11. Managers must be present at executive meetings

Article XII – Budget Committee

1. The annual G.S.A. budget shall be prepared for approval and/or amendment by a Budget Committee.
2. The Budget Committee shall be composed of:
 - 2.1. The President – who will be chair.
 - 2.2. The Vice-President Internal.
 - 2.3. The Vice-President External.
 - 2.4. **Four current council directors representing separate faculties and appointed by Council**
 - 2.5. The Finance Manager shall be the secretary of the Budget Committee. The Finance Manager will have ex-officio status (non-voting member) at Budget Committee meetings.
 - 2.6. The secretary shall attend all open meetings of the Budget Committee.
3. Quorum shall be composed of four (4) voting members.
4. Members of the budget committee shall be given notice of at least four (4) calendar days before a meeting takes place, unless waived by every member.
5. The Budget Committee shall be responsible for selecting and recommending an external auditor to the General Assembly.

Article XIII – Finances

1. All cheques drawn against G.S.A. internal (Concordia) and external (accredited Canadian banking institution) accounts shall be signed by the Finance Manager and either the President or VP Internal.
2. The Executive Committee shall have expenditure privileges up to and not exceeding \$750 CAD per month within a single budget line.
3. The Budget Committee shall have the privilege of increasing the amount spent from a single budget line to, but not exceeding, \$1,250 CAD per month.
4. The Budget Committee will not adjust any individual or group salary\honoraria related budget expenditures. All individual or group salary\honoraria expenditures must be approved by council.
5. The fiscal year of the G.S.A. shall run from June 1 to May 31.
6. The Budget Committee will be responsible for the creation of Quarterly Financial Statements to be presented to Council in the months of September, January, March and May. The Quarterly Financial Statements shall also be made available to all members of the GSA.
7. No Faculty, Departmental or Program Associations shall have the right to incur any debt or liability on behalf of the G.S.A. The G.S.A. will not be responsible for any such indebtedness.



8. Any budget expenditures above those allocated by the Council approved final budget, require the approval of the Council of Directors.
9. All G.S.A. accounts shall be reviewed by an external auditor annually. The external auditor shall be approved by a General Assembly as per the recommendations of the Budget Committee.

Article XIV – Elections

1. The Directors and Executives shall be elected annually through an election to be held no later than the last week of classes in the Winter semester, excluding exam period, as defined within the Graduate Calendar.
2. The composition of the Council of Directors shall be established in accordance with Article V, Section 5 no later than February 15 of each year.
3. The Directors and Executives shall take office on June 1 every year for a period of one fiscal year.
4. Nominations for each Director candidature shall be signed by a minimum of 10 (ten) G.S.A. members in good standing.
5. Nominations for each Executive position shall be signed by a minimum of 15 (fifteen) G.S.A. members in good standing from which there shall be at least one (1) G.S.A. member from each faculty.
6. The election of each position shall be as follows:
 - 6.1. The Presidential and Vice-Presidential candidates shall be elected by all members of the G.S.A.
 - 6.2. The Independent student candidates for Council shall be elected by members of the G.S.A. registered as independent students.
 - 6.3. All other candidates for Council shall be elected by G.S.A. members from their respective faculty.
7. In the event of an unfilled or vacant Council or Executive position, the Council shall within 45 calendar days call a by-election through ballots in a general assembly to elect members who satisfy the candidacy criteria as outlined in Article XIV, section 6. The council can temporarily appoint a member until the elections. Members shall be provided notice of the vacant positions at least 10 days before the elections.
8. By-elections can be conducted by secret ballot in accordance with Sections 4 and 5 of this article and the Electoral By-Laws of the G.S.A., or through a General Assembly, during which a secret ballot can take place if the members present vote for this option.
9. In the event of a vacated executive seat, Council shall appoint an Interim Executive for a maximum of 45 days, within which an executive by-election shall be held.
10. Directors and Executives elected in a by-election or appointed shall serve the remainder of the fiscal year in which they were elected or appointed.
11. Elections shall be administered and supervised by a Chief Returning Officer (C.R.O.) appointed by Council. The C.R.O. shall have the authority to enforce the Electoral By-laws of the G.S.A. The C.R.O. shall also appoint Deputy Returning Officer(s) (D.R.O), as required, to assist in her/his tasks.
12. Members of the current Executive, and the Council of Directors will not be eligible for the positions of C.R.O. and D.R.O.
13. No external organization or individual/s may campaign or finance referenda or election without the express consent of a two-thirds (2/3) majority of Council in a special vote specifically for this purpose.



Article XV – Impeachments

1. The General Assembly in a meeting called for that purpose shall have the right to dismiss any Director or Executive if that person’s action or inaction is detrimental to the honour or interest of the G.S.A..
2. Impeachments can be called by a two-thirds (2/3) decision of Council or a petition of at least 5% of the G.S.A members, of which twenty (20) signatures must be obtained from three faculties.
3. When a General Assembly fails to meet quorum in this instance Council shall have the right to suspend parties for a period not exceeding thirty (30) calendar days.
4. Directors and Executives are to be impeached individually, not in groups. Voting will be by secret ballot. A Director or Executive shall abstain from voting on his/her impeachment.

Article XVI – Resignations

1. An Executive or Director shall give a written notice of resignation to Council at least one (1) month prior to her/his resignation.

Article XVII – Call for Resignation

1. An executive may be dismissed by the council in the event of two (2) unaccounted absences from executive or council meetings.
2. A director may be dismissed by the council in the event of two (2) unaccounted absences from council meetings.
3. Work commitments, scheduled course commitments, illness, bereavement or emergency are valid reasons for absence but the council may request documentation in all cases.
4. A motion for the dismissal of an executive or director must appear on the agenda sent by the Chair prior to the council meeting.
5. A Call for Resignation shall be deemed accepted by a 2/3 majority of a vote.

Article XVIII – Eligibility for Office

1. A person is eligible to sit on the G.S.A. Council or become a member of the Executive if she or he is a G.S.A. member in good standing (as per the criteria laid forth in Article III) for the full duration of her/his term in office.

Article XIX – General Meetings

1. A General Assembly of the membership may be called by:
 - 1.1. The Council.
 - 1.2. The Executive Committee.
 - 1.3. The President upon receipt of a written petition signed by at least five (5) percent of the G.S.A. members and clearly stating the reason for the assembly on each page of the petition.
2. General Assemblies shall be chaired by the President. The secretary shall be chosen from Staff Positions.
 - 2.1. With consent or by direction of Council the President can appoint another G.S.A. member to take on the role of Chairperson.
3. The Agenda for the General Assembly
 - 3.1. The Agenda for the General Assembly a) Shall be drafted by a General Assembly Committee, the latter of which shall consist of the Executive Committee members, and three members of



Council representing three out of four faculties. The roles and responsibilities of the General Assembly Committee are:

- a) To draft an agenda for the General Assembly,
 - b) To assist the GSA executives to mobilize members to attend the General Assembly, and
 - c) To manage logistical tasks related to the running of the General assembly
- 3.2. Is subject to ratification by Council and requires 2/3 assent of the voting councilors present. Except when called for by petition, in such case the reason for the petition creates the agenda.
- 3.3. Will be ratified and made available to the G.S.A. members at least five (5) calendar days prior to the General Assembly.
- 3.3.1. In printed form in the G.S.A. reception area.
- 3.3.2. In electronic format on the G.S.A. website.
- 3.4. Shall include
- 3.4.1. The President's Report
- 3.4.2. A financial statement
4. The Notice of General Assembly shall be made at least ten (10) calendar days in advance.
5. The Notice will consist of:
- 5.1. An e-mail to all G.S.A. members to the address currently on file with Concordia University.
- 5.2. A posting on the home website of G.S.A.
- 5.3. A notice of meeting placed in the student newspapers.
- 5.4. Any additional methods of communication the Council approves.
6. Quorum for all General Assemblies of the G.S.A. shall be one (1) percent of the members.
7. Only current G.S.A. members in good standing shall be admitted to a General Assembly. Council by a two-third (2/3) majority may admit non-members.
8. Unless otherwise stipulated by Council or the Chair, fifty percent plus one (50%+1) of the votes cast is needed to carry a motion in a General Assembly.
9. Subject to the General By-Laws, General Assembly resolutions are binding on the Association.
10. At least two General Assemblies per semester – excluding summer – shall be called
11. All General Assemblies shall be conducted according to the General By-Laws and the Special By-Laws.
12. In cases where the General By-Laws, Special By-Laws, or pending Council resolutions do not address an issue, the General Assembly shall adhere to the provisions laid forth in the latest edition of Robert's Rules of Order.

Article XX – Referenda

1. A referendum may be called by:
 - 1.1. The Council.
 - 1.2. The Executive Committee.
 - 1.3. The President upon receipt of a written request signed by at least five (5) percent of the members and clearly stating the reason for the referendum as well as the question(s) to be answered by members.
2. Notice of at least ten (10) calendar days shall be given to members. Notice will consist of:
3. An e-mail to all G.S.A. members to the address currently on file with Concordia University.
4. A posting on the home website of G.S.A.
5. A notice of meeting placed in the student newspapers.



6. Any additional methods of communication the Council approves.
7. 3. Quorum for a referendum shall be one (1) percent of all G.S.A. members.
8. Fifty plus one percent (50%+1) of the vote is required to carry a referendum motion. Subject to the General By-Laws or a General Assembly veto, referenda resolutions shall be binding on the Association.
9. Referenda shall be administered and supervised by a Chief Returning Officer (C.R.O.) as per the stipulations set forth in Article XIV, Section 11.
10. The C.R.O. shall have the authority to enforce referenda by-laws.

Article XXI – Amendments

1. Notice of Motion

- 1.1. Any proposed By Law change must be either
 - 1.1.1. Submitted to Council by a committee made for that purpose, later to be ratified, if approved by Council, by a meeting of the General Assembly.
 - 1.1.2. Submitted to Council by any GSA member, later to be ratified, if approved by Council, by a meeting of the General Assembly, or
 - 1.1.3. Submitted to Council within a minimum of seven (7) days before the General Assembly by any GSA member, provided the member has collected 40 signatures, 10 from each faculty. Council shall verify the petition and then submit the bylaw change to the GA for debate; if approved by the GA, Council shall subsequently meet to ratify the decision
2. **Publication of the Notice of Motion** - Upon its reception, the Association must publish on its website and social media at its disposal the Notice of Motion. The Notice of Motion must also be sent to the members along with the agenda of the General Assembly.
3. **Adoption of Motion** - Any Motion to amend the Bylaws must be adopted by a two third (2/3) majority of the members present at the Assembly. Any amendment to the Bylaws shall take effect once adopted by the General Assembly of members.

Article XXII – Special By-Laws

1. The Council shall prepare and approve those Special By-Laws necessary for the implementation of the General By-Laws of the G.S.A..
2. These Special By-Laws shall not contradict or infringe upon the General By-Laws of the G.S.A..
3. Amendments to the Special By-Laws shall be approved by Council at a duly convened meeting specifically called to deal with only resolutions dealing with Amending the Special By-Laws. All resolutions to amend require a two-third (2/3) majority vote of Councillors present.

Article XXIII – Ratification

1. These General By-Laws supersede and negate all previous constitutions of the G.S.A and come into effect upon the approval by a fifty plus one percent (50%+1) vote in a General Assembly.
2. All Special By-Laws enacted under previous constitution remain in effect unless they contravene the new ratified version of these By-Laws.
3. All Articles of General By-Laws come into effect upon the approval of General Assembly, save Articles V, VII, VIII, IX, X, XI, XII which will come into effect June 1, 2010.