

Archaeology Student Society
CONSTITUTION

I. Name

1. The name of the organization shall be the Archaeology Student Society or ASS.

II. Objectives

1. To seek to promote and/or represent student interests in the Archaeology Department.

III. Membership

1. Automatic membership in this student union shall be extended to; All declared majors, minors, certificate and honours students in the Department of Archaeology
2. Any student who is enrolled in at least one Archaeology course.
3. All students enrolled in the graduate program of the Department of Archaeology.
4. Alumni

IV. Organization

Executive of the Student Society:

1. President: who will
 - a. call meetings
 - b. be a signing officer
 - c. undertake the duties normally expected of the president of a society
2. Vice-President: who will
 - a. be a signing officer
 - b. assist the president in his/her duties, taking over the role of the president in his/her absence
3. Secretary: who will
 - a. record the minutes of the meetings
 - b. keep a record of who attends the meetings
 - c. be a signing officer
4. Treasurer; who will
 - a. keep a permanent business record for the collection and disbursement of monies from the student union
 - b. be a signing officer
5. Council Representative; who will– act as a liaison with the SFSS Council
 - a. The Councillor is a legal member of the SFSS' Board of Directors and has additional responsibilities
 - b. If a councilor appoints an alternate to attend a meeting in their stead, they must be a group Executive and are subject to additional rules
 - c. Councilors are elected for a period of May 1st to April 30th of the following year, irrespective of the rest of the SU or Group positions
 - d. Elections for this position will take place between week seven (7) and week ten (10) of the Spring semester of each year
6. Faculty Liaison: who will
 - a. act as a liaison with the faculty of the department.
7. Debitage Editor: who will
 - a. oversee the collecting, editing, and publishing (web format) of the Debitage,

- newsletter of the Archaeology Student Society.
 - b. Keep the website up-to-date
 - c. Commonly this individual will work in conjunction with the Social Media liaison and can be put to the wayside due to low membership
8. Interdepartmental Liaison: who will
 - a. Act as a liaison with the Faculty of Environment
 - b. Meet with representatives from the Dean's Office and other departmental student unions of the Faculty of Environment to coordinate DSU-level events and plan Faculty-level events
 9. Social Media Liaison: who will
 - a. Handle and maintain all social media accounts across all relevant platforms
 - b. Create promotional materials for events run by or related to the Archaeology Student Society
 - c. Create promotional materials for events run by or related to the Archaeology Student Society

V. Elections

1. All roles will be elected by a simple majority of members voting by the regulations set out in Section 7 at a quorate General Meeting.
2. The term of office for the President, Vice-President, Secretary, and Treasurer: will be for one year with any officer having the option of resigning at the end of any semester. All other roles can be Fall and Spring Semester only, with opportunity to stay on for the summer. Council Representative must be elected as outlined in the role's description (**IV: Organization**)
3. The annual elections will be held during the Fall semester each year. The elections shall be finalized by the end of the first week in October.
4. To fill any vacant position, by-election will be held, if necessary, as soon as possible.
5. If a position falls vacant during the summer semester, the Executive may appoint a person to fill the position until the annual fall elections.
6. The term of office for by-election positions will terminate at the annual fall elections.

VI. Voting

For business conducted at General Meetings:

1. all students that fall under the terms of reference of Section III (Membership) are entitled to one vote.
2. The President shall vote only in the case of a tie.
3. Voting will be by a show of hands unless the chair determines that an alternate method be used.
4. Voting by proxy is permitted on a case-by-case basis.
5. Due to COVID voting by poll and Zoom is permitted.

VII. Eligibility to Stand for Election

All students that fall under the terms of reference of Section III (Membership); Subsections 1, 2, and 4, are eligible to run for any of the offices that are open. Nominees must be present during the election or by proxy under exceptional circumstances.

VIII. Quorum

The quorum for General meetings shall be 4 members in the Fall and Spring semesters, 3 members in the summer semester.

IX. Recall

Any member of the Executive may be required to resign following a motion of non-confidence in that member, signed by at least 8 members of the student union, and passed by a two-thirds majority of members at a quorate General Meeting. Notice of such a motion must be submitted to the President at least three weekdays prior to a scheduled General Meeting. Members of the Executive who do not voluntarily resign in such circumstances may be impeached by a two-thirds majority of members at a quorate General Meeting. Notice of a motion to impeach must be submitted to the president at least one day prior to scheduled General Meeting.

X. Amendments

1. The constitution may be amended by the submission of a notice of amendment to the president at least three weekdays prior to General Meeting. That said motion must be signed by at least 8 members of the student union and must be passed by a two-thirds majority at a quorate General Meeting.
2. The by-laws may be amended by motion of amendment is subsequently passed by a majority of 50% of the members at the General Meeting.

XI. Rules of Order

The General Meetings will be run as informally as possible, but when necessary the meeting will proceed according to Robert's Rules of Order. In any area of dispute, the Archaeology Student Society Constitution and its bylaws take precedence over Robert's Rules of Order.

XII. Dissolution

In the event that the members decide to dissolve the student union, or in the event that this union becomes inactive (i.e. for two consecutive semesters the membership does not hold the minimum number of quorate meetings), all assets of the student union become the property of the Simon Fraser Student Society, to be held in trust for a minimum period of two years.

If, during this period, a new union is formed, the trust shall be dissolved, and all assets shall become the property of the student union.

After two years, if the trust has not been dissolved, the Simon Fraser Student Society may dispose of the assets as it sees fit.

XIII. By-Laws

1. Meetings
 - a. All General Meetings must be announced at least one week prior to the meetings; minimum announcement consisting of posted notice on the Social Media Accounts (Minimum Facebook and Instagram, Twitter is not required).
 - b. Meetings are called at the discretion of the President or upon written request of six members.
 - c. There must be at least two General Meetings held during each of the Fall and Spring semesters.

XIV. Ratification and Amendments

1. Ratified January 20, 1997
2. Amendments to **VII. Voting** and **XIV. By-Laws** ratified Spring semester 1998

3. Amendments to **IX. Quorum** ratified October 18, 2001
4. Keyed in June 14, 2004
5. Amendments to **I. Name, III. Membership, IV. Organization: Sub-sections V-IX, V. Elections, VI. Voting, VIII. Quorum, IX. Recall, X. Amendments, XII. Dissolution, and XIII. By-laws** ratified February 8, 2021

