

Constitution of the Regis College Student Council

- I. **STUDENT BODY:** The Regis College Student Council is composed of members of the student body at Regis College. The student body shall be defined as any and all full-time or part-time students enrolled in a Basic or Advanced Degree program at Regis College.

- II. **MISSION STATEMENT OF THE STUDENT COUNCIL:** The Regis College Student Council (hereafter RCSC) provides representative student leadership that fosters communication, promotes student interests, coordinates student activities, and supports the spiritual life of the College.

- III. **PURPOSE OF THE STUDENT COUNCIL**
 1. *Fostering communication:* RCSC members are responsible for fostering communication among the student body, particularly with respect to community building events. They also ensure communication between the student body, the faculty, staff, and alumni of the College.
 2. *Promotion of student interests:* RCSC members are responsible for giving voice to students by presenting student concerns to College administration and providing feedback in College governance structures with regard to College life, policies, and activities. The President/Co-Presidents communicate(s) these to the Academic Dean and to the President as necessary.
 3. *Coordination of student activities:* RCSC members plan, organise, promote, and lead RCSC social events, though other members of the student body will be encouraged to help in these tasks as well. RCSC members may encourage events planned by other members of the student body provided these are not in conflict with the mission of Regis College, and without promising financial support. RCSC members promote academic extra-curricular initiatives for the student body mandated or encouraged by the administration of Regis College.
 4. *Supporting the spiritual life of the College:* The RCSC leadership supports the work of the Liturgy Committee under the President of Regis College in promoting liturgy, and particularly the Eucharist, as the centre of all community life at the College. RCSC leadership may also encourage other student body members, staff, or faculty when they organize spiritual initiatives for the benefit of students, without necessarily pledging RCSC's financial support.

- IV. **MEMBERSHIP**
 1. All members of the student body are eligible to be members of RCSC (see I).
 2. Members of the RCSC may join at any time and are free to attend any meeting of the RCSC.
 3. Only elected members are voting members of the RCSC.

4. There is a maximum membership of thirteen voting members on RCSC.

V. OFFICERS

1. *The Student President/Co-Presidents:* One or two members of RCSC shall serve as student President/Co-Presidents. The student President will be a member of Academic Council, Governing Council, Appointment and Rank, and other committees as deemed necessary by the administration of the College. In the event of Co-Presidents, one will serve on Academic Council and Appointment and Rank, and the other will serve on Governing Council.
 - i. In the event that there are student co-presidents, there will be no Vice-President.
2. *The Vice-President:* In the event of a single RCSC President, a Vice-President will be appointed to assist and support the President as required and substitute for the President in the event of his/her absence.
3. *The Chair:* By default, the President will serve as the Chair of each meeting. In the event of Co-Presidents, they will alternate serving as Chair during RCSC meetings, or divide the labour in some other way. Should a member of RCSC desire to chair a meeting, the President or Co-Presidents will give them the opportunity to do so.
4. *The Secretary:* The Secretary will record the minutes of all RCSC meetings and provide copies to all elected members. The Secretary will also be responsible for making the minutes available to other students at the College.
5. *Treasurer:* The Treasurer will be responsible for maintaining the budget and submitting receipts for reimbursement.
6. *Communications Coordinator:* The Communications Coordinator will be responsible for the promotion of RCSC events, which includes creating posters, making announcements, and liaising with the College's Communications, Marketing, and Recruitment Coordinator.
7. *Other:* Additional temporary or permanent official positions may be required to serve the mission more effectively and to respond to the needs of the RCSC. RCSC elected members will approve these positions by vote.
 - i. *TGSA Representative:* The elected Regis College Representative on TGSA will hold a voting position *ex officio* on RCSC and is responsible for reporting TGSA events to RCSC.

VI. PROCEDURES

1. The RCSC elected body operates by majority vote (50% + 1). The officers of RCSC serve in their respective positions at the will and discretion of the elected members of the RCSC.
2. *Meetings*

- i. RCSC shall meet at least three times each semester. All meetings shall be open to the entire student body. Only elected members of RCSC may vote on motions, though all members are free to present their opinions or concerns. A quorum of fifty percent of RCSC elected members is required for each meeting.
 - ii. The final meeting of the RCSC will be in late March or April, when RCSC members and officers will terminate their service for the academic year. The final task of the RCSC will be to review and evaluate the work of the academic year and to discuss possible changes to RCSC and its events for the upcoming academic year, for sake of ongoing renewal and betterment of student leadership.
 - iii. Elections will be held in April for the following academic year. Elections will be open to the entire student body and done by secret ballot.
 - iv. The first meeting of the academic year, chaired by the outgoing President/Co-Presidents, will be in April. At this meeting, elected members will vote on officer positions.
3. *By-laws*: RCSC shall be responsible for establishing and maintaining the by-laws. Compliance with the mandates of this Constitution shall be the guiding principle for relevant prescription in the by-laws. The by-laws may be amended at any regular RCSC meeting through the motion of any elected member followed by a majority vote.
4. *Constitutional Amendments*: An amendment to this Constitution must be proposed by or through an elected member of the RCSC. Every elected member of RCSC must be notified of the proposed amendment in draft form at least two weeks prior to the meeting at which said amendment is to be discussed. Following preliminary deliberations, RCSC elected members must make provision for the comments of the student body. The amendment may be reformulated and, if necessary, brought to a vote at a second meeting. There must be a two-thirds majority for the amendment to pass.

Regis College Student Council By-Laws

1. Student representatives must be elected to RCSC before they are elected to Academic Council.
 - a. Elections are held as follows: ten members are to be elected in April to form the RCSC leadership for the following year; two members are to be elected in September, both taken from among the incoming class of new Regis College students. If there is a TGSA Regis rep, he/she will have an *ex officio* voting position in addition to the twelve members elected to RCSC.
 - b. A Chief Returning Officer (CRO) who is not a member of Student Council will be appointed by Student Council to handle the election according to the By-Laws
 - c. If ten students or fewer run in the April election, they will be considered to have been elected by default. If more than ten students stand for election, an election will be held by secret ballot, in which all members of the Regis College student body will be eligible to vote. The ten students with the greatest number of votes shall become elected members of RCSC. Should two or more candidates tie such that the maximum of ten elected members would be exceeded, a tie-breaking vote will be held between tied candidates.
 - d. The process outlined in (b) above applies also to the September election, in which the maximum of newly elected members will be two.
 - e. In-council secret ballot elections will be held in April to select officers for RCSC.
 - f. New Regis College students will be personally invited to attend the RCSC meeting in September. During Orientation, the President or Co-Presidents will announce the two remaining elected member positions. If first year students are interested in standing for election, they should speak to the President or Co-President.
 - g. All RCSC elected members will be considered as potential members to sit on Academic Council and its subcommittees, elected by secret ballot as required by the Regis Act of 1978 (§6.1.d.). RCSC will recommend three B.D. and two A.D. students to the Academic Dean, who retains the final decision. The President, or in the event of the co-presidents the one (as decided amongst the two) who will serve on Academic Council, will also serve on the Appointment and Rank Committee wherein she/he will present the list of student candidates for positions on subcommittees of the Academic Council in accordance with the by-laws of Academic Council (4.1.6.2.d.)
2. The Secretary is responsible for maintaining records of the meetings and events of the RCSC to ensure continuity. This includes records of the planning of events.
3. RCSC members are expected to attend two-thirds of regular RCSC meetings.
4. The Treasurer is responsible for keeping records of all monies spent and will give financial reports every year, and as needed, to the RCSC and the Academic Dean.
5. RCSC members are equally responsible for planning and organizing RCSC events and should be available to serve as members on sub-committees of the RCSC as required.
6. Regis College students are encouraged to attend RCSC meetings and to participate and volunteer for the activities organized by RCSC.

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