

FEARC By-Laws

Revision History:

October 2012 (Ratification)

September 23rd, 2015

October 21, 2015 (Revised)

BACKGROUND

These bylaws serve as the terms of reference for FEARC, the AUS's First-Year Events, Academic, and Representative Council.

Article 1: Establishment

- 1.1 The First-Year Events, Academic, and Representative Council, hereinafter referred to as the “FEARC”, is an entity of the Arts Undergraduate Society (AUS) and shall be governed by these by-laws, as well as the Constitution and by-laws of the Arts Undergraduate Society.
- 1.2 The pronunciation of FEARC shall be the same as that of the English word “fierce” IPA: [feers].

Article 2: Mission

- 2.1 The mission of the FEARC shall be:
 - a) To represent all undergraduate students enrolled in the Faculty of Arts in their first academic year at McGill University and to promote their welfare and interests, and
 - b) To provide activities and services to enhance the educational, cultural, environmental, and social aspects of the lives of its members.
 - c) To provide special attention to how the Arts Undergraduate Society can better address the needs of former CEGEP students and international students.
- 2.2 The FEARC shall be recognized by its members, the Arts Undergraduate Society, and the Faculty of Arts as representative of all undergraduate students in their first academic year within the Faculty of Arts.

Article 3: Constituency

- 3.1 The constituents of the FEARC shall include all undergraduate students currently registered at McGill University in their first academic year (U0 students completing the Freshman Program and U1 students who are new admits) as a part-time or full-time student in the Faculty of Arts.
- 3.2 Constituency in the FEARC confers the right to participate in all activities organized by the FEARC as well as the right to attend general meetings of FEARC and FEARC Executive Committee meetings as gallery members.

Article 4: The FEARC Executive Committee

- 4.1 The FEARC Executive Committee shall be a non-hierarchical body, with all members of the Executive co-equal to each other.

- 4.2 The Executive shall be composed of the:
- a) President
 - b) Vice-President Academic
 - c) Vice-President Communications
 - d) Vice-President Social
 - e) Vice-President External
 - f) Vice-President Finance

4.3 The term of office for all FEARC Executive Committee members will begin following the appointment process as described in Article 8 and will end on April 30th of the following year.

- a) A FEARC Executive Committee member must remain a constituent of the FEARC for the duration of their term of office.

Article 5: Powers and Duties of the Executive

5.1 The President shall:

- a) Liaise with the AUS President
- b) Co-ordinate and supervise the affairs of the FEARC.
- c) Ensure that FEARC members are well served by the FEARC.
- d) Call and preside over meetings of the FEARC Executive.
- e) Call and preside over general meetings of FEARC constituents.
- f) Be responsible for spearheading the organization of social and academic events for the members of FEARC in conjunction with the FEARC Vice-President Events.
- g) Be the official spokespersons for the FEARC in a manner consistent with the opinions of its members and executive.
- h) Oversee the production of an exit report to assist future Executive Committees of FEARC.
- i) Ensure that each member of the executive works to meet the unique needs of CEGEP and International students

5.2 The Vice-President Academic shall:

- a) Liaise with the AUS VP Academic
- b) Be an advocate for the academic affairs of first-year arts students
- c) Actively seek feedback regarding curricula and professors of courses within the Faculty of Arts from members of FEARC,
- d) Work with the Vice-President Academic of the AUS to address any academic concerns voiced by constituents of FEARC,
- e) Sit on the Academic Affairs Committee

5.3 The Vice-President Communications shall:

- a) Liaise with the AUS VP Communications
- b) Be responsible for communicating to constituents of the FEARC the activities and goals of the FEARC Executive Committee,
- c) Set up and maintain a FEARC listserv system,
- d) Maintain all social media networks that represent FEARC,
- e) Search out new opportunities and methods of increasing the FEARC's visibility,
- f) Work with the FEARC Vice-President Events to encourage participation of the FEARC membership in FEARC activities.
- g) Oversee the preparation of minutes of the meetings of the FEARC Executive Committee and general meetings of the FEARC.

5.4 The Vice-President Social shall:

- a) Liaise with the AUS VP Social
- b) Be responsible for the organization of social and cultural activities for members of FEARC,
- c) Work with the FEARC Vice-President Communications to actively seek input on the programming interests of the members of FEARC,
- d) Work with the FEARC Vice-President External to seek potential expansion or improvement of programming by way of partnerships with other groups.

5.5 The Vice-President External shall:

- a) Liaise with the AUS VP External
- b) Be the representative of the FEARC at the Arts Undergraduate Society's Legislative Council meetings, as prescribed in the AUS Constitution,
- c) Coordinate with other departmental-, faculty-, or university-level student societies to lobby for changes that advance the interest of FEARC members and to organize events of common interest,
- d) Work with the FEARC Vice-President CEGEP Representative to establish and maintain relations with members of FEARC not living in McGill residences.

5.6 The Vice-President Finance shall:

- a) Liaise with the AUS VP Finance
- b) Prepare and maintain the budget of the FEARC,
- c) Keep proper records of the FEARC's financial dealings,
- d) Ensure that all events and projects of the FEARC are financially viable.
- e) Be a member of the AUS Financial Management Committee

Article 6: Meetings of the Executive Committee

- 6.1 Quorum for a meeting of the Executive Committee shall be at least four members of the FEARC Executive Committee.
- 6.2 The Vice-President Internal of the AUS will be present at meetings of the FEARC Executive Committee to act as:
- a) A liaison between the AUS and the FEARC.
 - b) Support and guidance for the Council.
- 6.3 All meetings of the FEARC Executive Committee shall be open to all FEARC members, with the exception stated in Article 6.4.
- 6.4 The FEARC Executive Committee may, when deemed necessary, conduct closed meetings, with a vote of two-thirds of present members of the Executive Committee in favor of such a vote.

Article 7: Appointments

- 7.1 All members of the FEARC Executive Committee shall be appointed by the FEARC Appointment Committee, excepting 7.2
- 7.2 If deemed necessary and desirable by the Vice-President Internal of the AUS after consultation with the AUS Executive Committee, the President of FEARC may be selected through an election held among the constituents of FEARC as defined in Article 3.1
- 7.2.1 There shall be a nomination period of at least five (5) days, and no more than eight (8) days
- 7.2.1.1 If there are one (1) or fewer candidates declared after the conclusion of the nomination period, the nomination period shall be extended for at least 2 days
- 7.2.2 Candidates must receive the signatures of at least fifty (50) constituents of FEARC, as defined in Article 3.1
- 7.2.3 Following the nomination period, a campaign period of five (5) days shall be held
- 7.2.4 An electoral period shall be held during the last three (3) days of the campaign period
- 7.2.5 Each candidate shall be permitted to spend a maximum of sixty Canadian dollars (\$60) on materials pertaining directly and exclusively to the campaign
- 7.2.5.1 Candidates that violate the spending limits shall have their nomination disqualified
 - 7.2.5.2 Candidates must submit a report of their expenditures within five (5) days of the conclusion of campaigning.
 - 7.2.5.3 All candidates that receive at least five percent (5%) of the popular vote shall be entitled to request a reimbursement from the AUS for the entire amount spent on campaign materials upon presentation of receipts.
- 7.2.6 The VP Communications of FEARC shall promote the election prior to and during the nomination period.

- 7.2.7 Any actively serving member of FEARC Executive Committee who wishes to run for the role of President, must resign from FEARC prior to the start of the nomination period.
- 7.2.8 The Vice-President of the AUS shall reserve the right to clarify any regulations regarding the election for President of FEARC, with reference to the AUS Electoral Bylaws
- 7.3 All members of FEARC are eligible for appointment to the FEARC Executive Committee and FEARC Sub-Committees,
- 7.4 The FEARC Appointment Committee shall consist of:
- a) Vice-President, Internal of the AUS,
 - b) A minimum of one other member of the Executive Member of the AUS,
 - c) A minimum of one former member of the FEARC Executive Committee from the previous academic year.
 - i. Should a former member of the FEARC Executive Committee not be available for interviews, a third Executive Member of the AUS may sit on the FEARC Appointment Committee.
- 7.5 The Appointment process shall be initiated by the Vice-President Internal of the AUS.
- 7.6 The Vice-President Internal of the AUS shall:
- a) Prepare and distribute the FEARC Application Form.
 - b) Advertise the FEARC application and appointment process and clearly state the respective deadlines.
 - i. The deadline for acceptance of FEARC applications must be in the month of September
 - c) Come to an agreement of the composition of the new FEARC Executive Committee within a week of the deadline for FEARC applications.

Article 8: Removal from Office

- 8.1 Any member of the FEARC Executive Committee may be dismissed from their functions for impropriety, violation of this Constitution and its by-laws, delinquency of duties, or misappropriation of funds,
- 8.2 A motion to remove a member of the FEARC Executive Committee must be presented in writing to the Vice-President Internal of the AUS and the President of the AUS and signed by at least three members of the executive.
- 8.3 Quorum to pass a motion for the removal of a member of the FEARC Executive Committee must be two-thirds of the executive,

8.4 Passage of a motion for the removal of an executive shall require a two-thirds majority vote of present FEARC Executive Committee members.

Article 9: Succession and Replacement

9.1 Should the office of an Executive Committee position become vacant due to resignation, removal, a replacement shall be nominated by a member of the executive and ratified by a two-thirds majority of AUS Council

9.2 No member of the FEARC may concurrently hold two Executive positions.

Article 10: Coming into Force

10.1.1 These by-laws shall come into force upon ratification by the Legislative Council and supersede all previous versions of the FEARC By-Laws

Article 11: Interpretation

11.1 These by-laws shall be interpreted in a manner consistent with the by-laws and Constitution of the AUS.

Article 12: Amendments

12.1 All amendments to these by-laws shall follow by-law amendment procedures as laid out in Article 23 of the AUS Constitution.

Article 13: Review

13.1 These by-laws shall be read by all members of the FEARC Executive Committee before the first Executive Committee meeting of every school year.