



Edwards Business Students' Society By-Laws

Proposed Amendments
for April 6, 2020

PREAMBLE

We, the members of the Edwards Business Students' Society, the representative association of undergraduate students at the Edwards School of Business of the University of Saskatchewan, hereby establish these by-laws, which shall serve as the guideline of the organization. We reaffirm our commitment to the following goals of the organization, in order to nurture and increase student involvement in their education:

- 1) The organization shall strive to enrich student life by implementing and supporting extracurricular initiatives and activities that provide for the social, recreational, charity and academic interests of its members, and by serving as the umbrella association for other student-run initiatives at the Edwards School of Business.
- 2) The organization shall offer services and activities that supplement and complement formal education at the Edwards School of Business, to ensure its members are properly equipped to enter the workforce upon graduation.
- 3) The organization shall serve as a vehicle for student involvement in their University and education, and shall take all feasible measures to provide and promote involvement opportunities to its members.
- 4) The organization shall ensure the fair representation and equal treatment of all its members, regardless of field of study, race, gender, cultural background, sexual orientation, disabilities, or other discriminatory factors.
- 5) The organization shall promote the varied interests of its members to and within the University to ensure the latter conducts its affairs in the best interest of the members of the organization.
- 6) The organization shall work to strengthen ties between its members; students and Student Groups of other faculties; University administration, faculty and staff; and the external community; while considering the impact of its activities on the reputation of the organization and of the Edwards School of Business.
- 7) EBSS Council members may refer to the policies and procedures manual made available to them for further governance and instruction pertaining to the by-laws. It is up to the council members to communicate EBSS policies to the general public and students with matters pertaining to them/when appropriate.

I. NAME

The students' organization of the Edwards School of Business shall be known as the EDWARDS BUSINESS STUDENTS' SOCIETY. (E.B.S.S. Inc.)

II. MISSION

It is the purpose of the Edwards Business Students' Society to work closely with student groups, Edwards Faculty and the local business community in order to provide charitable, social and academic opportunities for the benefit of all Edwards students.

III. DEFINITIONS

1. **ACADEMIC YEAR:** The beginning of classes in September until the end of finals in April
2. **BY-ELECTIONS:** The process by which the President position left vacant and a replacement may be elected
3. **DIRECTORS:** The executive council in the context of the incorporated business
4. **E.B.S.S. INC:** Edwards Business Students' Society Inc.
5. **GENERAL COUNCIL:** All non-executive members of the E.B.S.S. Inc
6. **INTER-CLUB COUNCIL:** A council consisting of the Edwards Club presidents
7. **MAJORITY:** 50%+1 of a designated voting group
8. **STUDENT GROUP:** Organized body of students with a particular purpose
9. **THE EXECUTIVE COUNCIL:** President, VP of Marketing, VP of Academics, VP of Marketing, VP of Corporate Relations, VP of Charity, VP of Social, VP of Finance
10. **UNIVERSITY:** University of Saskatchewan, including the Faculty of the Edwards School of Business

IV. MEMBERSHIP

1. ELIGIBILITY

The persons eligible for membership shall be persons registered **as an undergraduate student** in the Edwards School of Business at the University of Saskatchewan during the academic year.

2. MEMBERS

Current **undergraduate** students at the Edwards School of Business.

3. ETHICS AND CODE OF CONDUCT

All members of the E.B.S.S. Inc. are expected to conduct council activities, above all else, in accordance with Expectations for Student Conduct in the Standard of Student Conduct in Non-Academic Matters (<http://www.usask.ca/secretariat/student-conduct-appeals/StudentNon-AcademicMisconduct.pdf>).

A. DISCRIMINATION AND HARASSMENT PREVENTION

The E.B.S.S. Inc. is committed to creating and maintaining a positive environment for working and learning that is free of discrimination, as outlined in the Saskatchewan Human Rights Code Act, based on any of the following prohibited grounds: religion, creed, marital status, family status, sex, sexual orientation, disability, age, colour, ancestry, nationality, place of origin, race or perceived race and receipt of public assistance. Harassment is not limited to these prohibited grounds, and may refer to any repeated or single serious occurrence of inappropriate conduct, comment, display, action or gesture. Furthermore, both discrimination and harassment are prohibited by law and will not be tolerated. The E.B.S.S. Inc. will respond to reports of discrimination and harassment as promptly and effectively as possible and will take appropriate action to prevent and correct behavior that violates this policy.

B. PROTECTION OF PRIVACY

i) Collection of Personal Information

Personal Information will be collected only in the following circumstances:

- When it is necessary for the proper administration of the programs, services or general operations of the E.B.S.S. Inc.
- Members of the E.B.S.S. Inc. responsible for collecting Personal Information will be able to provide the reason(s) that the collection of such information is necessary.
- To the extent that the Member collecting Personal Information is unable to answer questions regarding the reasons for collection, the person seeking clarification will be directed to another Member who is better suited to respond to the question(s) being asked.
- Personal Information about an individual will be collected directly from that individual unless circumstances require that it be obtained from another source.

ii) Protection of Personal Information

The E.B.S.S. Inc., and its Members will take reasonable and prudent measures in accordance to The Privacy Act to protect Personal Information from unauthorized collection, access, use, disclosure or destruction.

Personal Information will be accessed by Authorized E.B.S.S. Inc. Members only for the purposes outlined in Paragraph 3(iii) of this policy.

Personal information will be stored in a manner, which limits access to Authorized E.B.S.S. Inc. Member only. This will include:

- Storing Personal Information in locations which are not generally accessible to all members and/or the general public;
- Securing the rooms and/or filing cabinets containing Personal Information during those times that an Authorized E.B.S.S. Inc. Members is not present; and
- Restricting access to Personal Information that is stored in an electronic format to Authorized E.B.S.S. Inc. Members by requiring the entry of user names and passwords.

iii) Use of Personal Information

The E.B.S.S. Inc. may only use Personal Information:

- For the purpose(s) for which it was obtained or compiled, or for a use consistent with that purpose;
- For a purpose permitted, authorized or required by the Act; or
- For any other purpose provided that the explicit consent for such use has been provided by the individual to whom the Personal Information relates, or by someone duly authorized to provide such consent on behalf of that individual.

iv) Retention and Disposal of Personal Information

Personal Information will be retained by the E.B.S.S. Inc. in accordance with the retention schedule applicable to the information and portfolio unit which has responsibility for that Personal Information.

Once Personal Information is no longer needed for administrative reasons, it will be disposed of in the following manner:

- Paper records shall be destroyed by shredding, incineration or pulping; and
- Electronic records shall be deleted in such a way that the information they contained cannot be recovered using current technology.

C. MANAGING AND CONTROLLING MONIES

Each operating unit is responsible for following university procedures to ensure all monies received are handled in a secure manner, deposited on a timely basis to a University account and are subjected to the appropriate internal controls and accounting treatment.

D. CONFLICT OF INTEREST

A conflict of interest occurs when there is a divergence between an E.B.S.S. Inc. member's private/professional interests and their obligations to the E.B.S.S. Inc. such that an independent observer might reasonably question whether the E.B.S.S. Inc. members' actions or decisions are determined by considerations of personal gain, financial or otherwise.

Conflict of interest is a breach of an obligation to the E.B.S.S. Inc. that has the effect of advancing one's own interest or the interests of others in a way detrimental to the interests of, or potentially harmful to, the integrity of the E.B.S.S. Inc. Conflicts of interest and the appearance of conflicts of interest must be avoided.

Since the possibilities for conflict of interest are almost limitless and cannot all be covered in procedures, E.B.S.S. Inc. members are expected to conduct themselves at all times with the highest ethical standards in a manner which will bear the closest scrutiny, and are responsible for seeking guidance before embarking on activities which might be questionable.

V. EXECUTIVE COUNCIL

The Executive Council shall carry out their duties to the best of their ability as directed by the General Council and the Mission of the E.B.S.S. Inc.

1. COMPOSITION

The Executive Council shall be composed of the following appointed members, with the exception of President, who shall be elected.

- i. President
- ii. Vice President of Marketing
- iii. Vice President of Corporate Relations
- iv. Vice President of Finance
- v. Vice President of Academic
- vi. Vice President of Social
- vii. Vice President of Charity
- viii. Vice President of Internal

2. EXECUTIVE COUNCIL MEETINGS

- E.B.S.S. Inc. Executive Council meetings shall be conducted in accordance to Robert's Rules of Order.
- Quorum is represented by a majority of voting members of the Executive Council
- Executive Council meetings can be called by the President at any time
- The President shall convene an Executive Council meeting if petitioned to do so by a majority of Executive Council members
- The Executive Council shall meet:
 - At least once per week during the academic year (with the exception of exam periods)
 - At least once during the December and April exam periods
 - At least once per month between May and August
- All Executive Council positions have the right to one (1) vote.
- All motions that are put forth before the Executive Council require a majority approval before being passed. This majority approval must be experienced while there is quorum within the meeting.
- Executive Meeting reports must be presented as part of the agenda in the following General Council Meeting

3. POWERS OF EXECUTIVE COUNCIL

- For the purpose of the Non-Profit Corporations Act, all Executive Council members are considered Directors of the Corporation
- The Executive Council shall have approval over any monetary expenditure of a general council member
- The Executive Council can overturn any motion of the General Council with a two-thirds majority vote
- The Executive Council may by two-thirds majority vote recommend to General Council the removal of an Executive Council Member or General Council Member as per Section IX

4. EXECUTIVE COUNCIL ADDITIONAL DUTIES

In addition to the duties included in the following sections **Job Description Document**, all members of the E.B.S.S. Inc. Executive Council shall also be responsible for the following:

- i. Ensuring the success of all events and programs of the E.B.S.S. Inc.
- ii. Must adhere to their responsibilities in their position specific Terms of Position Contract
- iii. To aid, where possible, with ensuring the success of events held by other college societies from the University of Saskatchewan and other Universities
- iv. Shall conduct themselves in a manner that well represents the E.B.S.S. Inc., the members of the E.B.S.S. Inc., the Edwards School of Business, the University of Saskatchewan, the City of Saskatoon, and the Province of Saskatchewan
- v. Shall be responsible for the planning and execution of orientation

~~A. PRESIDENT~~

- ~~i. Must be a current member of EBSS in the Academic Year with one year experience on E.B.S.S. Inc. Council to be voted in~~
- ~~ii. Members of the Inter club Council and University Student Council are not eligible~~
- ~~iii. Shall be a member of the Executive Council and General Council~~
- ~~iv. May strike an Advisory Committee, including a Faculty Advisor if deemed necessary~~
- ~~v. Shall coordinate the functions of all members of the Executive Council and General Council~~
- ~~vi. To have authority to countersign cheques drawn on the E.B.S.S. Inc. general account which shall be signed by the Vice President of Finance~~
- ~~vii. Shall represent the Executive Council at all meetings of the Student-Faculty Committee~~
- ~~viii. Shall act as a liaison between the E.B.S.S. Inc. and the Edwards Undergrad~~
- ~~ix. Shall take responsibility for, or shall delegate, duties not otherwise noted elsewhere in the By laws. This shall be interpreted that the President shall retain all residual power~~
- ~~x. Shall have veto power. This veto may be overturned by a 100% vote of the Executive Council members present. Presidential veto power may not be used more than once on any motion~~
- ~~xi. Shall represent the Executive Council at all meetings of the Association of College Presidents~~
- ~~xii. Reserves the right to choose an Honorary President to serve during his or her term as president after consultation with the entire Executive Council~~
- ~~xiii. The President shall have the overriding authority to be the sole representative regarding any issue as it pertains to the E.B.S.S. Inc. should it be appropriate~~
- ~~xiv. Shall be responsible for administrative human resources duties~~
- ~~xv. Shall be responsible for the council positions contained within his/her portfolio:~~
 - ~~a. Executive Assistant~~
 - ~~b. Chairperson~~
 - ~~c. Members of University Student Council (2)~~
 - ~~d. Edwards Inter-Club Council, including:~~
 - ~~• Accounting Club President~~
 - ~~• Finance Students' Society President~~
 - ~~• Human Resource Students' Society President~~
 - ~~• Marketing Students' Society President~~
 - ~~• Young Women in Business~~
 - ~~• Management Students' Association President~~

- ~~Enactus University of Saskatchewan President~~
- ~~JDC West Captain(s)~~
- ~~Operations Management Students' Association President~~
- ~~Edwards International Students' Society President~~

~~*B. VICE PRESIDENT OF FINANCE*~~

- i. ~~Must have one year of EBSS inc. Council experience~~
- ii. ~~Shall be responsible to the President~~
- iii. ~~Shall be a member of the Executive Council and General Council~~
- iv. ~~Shall file necessary documents with the Corporations Branch of the Government of Saskatchewan~~
- v. ~~Shall issue and sign all cheques which shall be countersigned but the President or in his/her absence the Vice-President of Academics~~
- vi. ~~Shall maintain all financial accounts and balances of the E.B.S.S. Inc.~~
- vii. ~~Shall maintain an adequate system of internal control~~
- viii. ~~Shall have the power to take away the power of any member of the Executive Council or General Council to receive or disburse funds if proper cause is shown, provided that such decision is upheld by the majority of the Executive Council at its next meeting~~
- ix. ~~Shall prepare financial statements dated the last day of April~~
- x. ~~Shall be responsible for the council positions contained within his/her portfolio:~~
 - a. ~~Financial Director (2)~~

~~*C. VICE PRESIDENT OF CORPORATE RELATIONS*~~

- i. ~~Must have one year of EBSS inc. Council experience~~
- ii. ~~Shall be responsible to the President~~
- iii. ~~Shall be a member of the Executive Council and General Council~~
- iv. ~~Shall be responsible for securing corporate funding for all E.B.S.S. Inc. events, programs and activities in which it's required~~
- v. ~~Shall be responsible for negotiating and maintaining contracts between all E.B.S.S. beer and bar sponsors~~
- vi. ~~Shall be responsible for the council positions contained within his/her portfolio:~~
 - a. ~~Corporate Relations Directors (3)~~
 - b. ~~Corporate Relations Coordinators (4)~~

~~*D. VICE PRESIDENT OF MARKETING*~~

- i. ~~Must have one year of EBSS inc. Council experience~~
- ii. ~~Shall be responsible to the President~~
- iii. ~~Shall be a member of the Executive Council and General Council~~
- iv. ~~Shall be responsible for creating Marketing and Advertising materials and campaigns for events, programs and activities and their success, put on by the E.B.S.S. Inc.~~
- v. ~~Shall be responsible for the council positions and committees contained within his/her portfolio:~~
 - a. ~~Visual Design Director~~
 - b. ~~First Year Visual Designer~~
 - ~~This position shall be reserved for a first-year Edwards student. This student~~

shall be hired in September/October

c. ~~Public Relations Director~~

d. ~~Social Media Director~~

e. ~~First Year Social Media Officer~~

- ~~This position shall be reserved for a first year Edwards student. This student shall be hired in September/October~~

f. ~~Webmaster~~

g. ~~Audio Visual Director~~

h. ~~Merchandise and Design Director~~

i. ~~Marketing Engagement Director~~

j. ~~Marketing Engagement Representative (5)~~

- ~~One position shall be reserved for a first year Edwards student. This student shall be hired in September/October~~

~~E. VICE PRESIDENT OF ACADEMICS~~

i. ~~Must have one year of EBSS inc. Council experience~~

ii. ~~Shall be responsible to the President~~

iii. ~~Shall be a member of the Executive Council and General Council~~

iv. ~~Shall be responsible for maintaining and enhancing academic events, programs and activities at the Edwards School of Business and E.B.S.S. Inc.~~

v. ~~Shall have general responsibility for any and all matters pertaining to academic programming at the Edwards School of Business~~

vi. ~~Shall have authority to countersign cheques drawn on the E.B.S.S. Inc. general account which shall be signed by the Vice President of Finance, in the absence of the President~~

vii. ~~Shall be responsible for the council positions and committees contained within his/her portfolio:~~

a. ~~Academic Events Directors (3)~~

b. ~~Academic Case Competitions and Conferences Director~~

c. ~~Academic Team Development Director~~

d. ~~Academic SBTA Director (2)~~

- ~~This position shall be reserved for a first year Edwards student. This student shall be hired in September/October~~

~~F. VICE PRESIDENT OF CHARITY~~

i. ~~Must have one year of EBSS inc. Council experience~~

ii. ~~Shall be responsible to the President~~

iii. ~~Shall be a member of the Executive Council and the General Council~~

iv. ~~Shall be responsible for maintaining and enhancing charity events, programs and activities in the Edwards School of Business and the E.B.S.S. Inc.~~

v. ~~Shall be responsible for the council positions and committees contained within his/her portfolio:~~

a. ~~Charity Event Director (2)~~

b. ~~Charitable Volunteer Opportunities Director~~

~~G. VICE PRESIDENT OF SOCIAL~~

- ~~i. Must have one year EBSS inc. Council experience~~ ii.
- ~~Shall be responsible to the President~~
- ~~iii. Shall be a member of the Executive Council and General Council~~
- ~~iv. Shall be responsible for maintaining and enhancing social events, programs and activities in the Edwards School of Business and the E.B.S.S. Inc.~~
- ~~v. Shall be of legal age to purchase alcohol in the Province of Saskatchewan~~
- ~~vi. Shall comply with all Saskatchewan Liquor and Gaming Authority guidelines, rules and regulations, and shall ensure all other individuals involved in the planning, organizing, or staffing of the event also comply with all regulations that apply~~
- ~~vii. Shall be responsible for council positions and committees contained within his/her portfolio:~~
 - ~~a. LB5Q and Luminosity Director (2)~~
 - ~~b. COMM Trip and Rider Trip Director (2)~~ c.
 - ~~Business Formal and Grad Director (2)~~ d.
 - ~~Campus Rec Representative~~
 - ~~e. First Year Social Director (2)~~

VI. GENERAL COUNCIL

The General Council shall carry out their duties to the best of their ability as directed by the Executive Council and the Mission of the E.B.S.S. Inc.

1. COMPOSITION

The General Council shall be composed of all members of the Executive Council ~~as well as the following members;~~ **members of the Presidential and Vice-Presidential Portfolios, as well as Inter-Club Council Leaders. These positions shall be outlined in the supporting Job Description Document.**

- ~~i. Academic Events Director (3)~~
- ~~ii. Academic Case Competitions and Conferences Director~~
- ~~iii. Academic Team Development Director~~
- ~~iv. Academic SBTA Director (2)~~
- ~~v. Executive Assistant~~
- ~~vi. Chairperson~~
- ~~vii. Business Formal & Graduation Director (2)~~
- ~~viii. Rider Trip and COMM Trip Director (2)~~
- ~~ix. LB5Q and Luminosity Director (2)~~
- ~~x. Campus Rec Representative~~ xi.
- ~~Charity Director of Events (2)~~
- ~~xii. Charity Director of Volunteer Opportunities~~
- ~~xiii. Corporate Relations Coordinator (4)~~
- ~~xiv. Corporate Relations Director (3)~~
- ~~xv. Media Director~~
- ~~xvi. Social Media Director~~
- ~~xvii. Webmaster~~
- ~~xviii. Public Relations Director~~
- ~~xix. First Year Social Media Officer~~

- ~~xx. Merchandise and Design Director~~
- ~~xxi. Marketing Engagement Representative (5)~~
- ~~xxii. Marketing Engagement Director~~
- ~~xxiii. Visual Design Director~~
- ~~xxiv. Finance Director (2)~~
- ~~xxv. First Year Social Director (2)~~
- ~~xxvi. First Year Visual Designer~~
- ~~xxvii. Member of University of Student Council (2)~~

2. GENERAL COUNCIL MEETINGS

- E.B.S.S. Inc. General Council meetings shall be conducted in accordance to Robert's Rules of Order
- Quorum is represented by a majority of voting members of the General Council
- The General Council will meet on a weekly basis, with the exceptions of summer months and final exam season. Meetings can be held or cancelled at the discretion of the Executive Council.
- All General Council meetings shall be open to all ~~members of the E.B.S.S. Inc. as defined in Section (III),~~ unless deemed in camera
- All General Council positions have the right to one (1) vote except for ~~Co-Club Presidents~~ **in the case of having multiple Club Leaders**, who will have one vote between them
- General Council Members who hold more than one position only holds the right to one (1) vote
- The Chairperson may only vote to break a tie
- All motions that are put forth before the General Council require a majority approval to be passed. This majority approval must be experienced while there is quorum within the meeting

3. POWERS OF THE GENERAL COUNCIL

- The General Council may by two-thirds majority vote remove an Executive Council or General Council member from office in accordance to Section IX

4. GENERAL COUNCIL ADDITIONAL DUTIES

In addition to the duties included in the ~~following sections~~ **Job Description Document**, all members of the E.B.S.S. Inc. General Council shall also be responsible for the following:

- Ensuring the success of all events and programs of the E.B.S.S. Inc.
 - Must adhere to their responsibilities in their position specific Terms of Position Contract
 - To aid, where possible, with ensuring success of events held by other college societies from the University of Saskatchewan and other Universities
 - Shall conduct themselves in a manner that well represents the E.B.S.S. Inc., the members of the E.B.S.S. Inc., the Edwards School of Business, the University of Saskatchewan, the City of Saskatoon and the Province of Saskatchewan
- ~~A. ACADEMIC EVENTS DIRECTOR (3)~~
- ~~i. Shall be considered a member of the General Council~~
 - ~~ii. Shall be appointed by the Incoming Executive~~

- iii. ~~Shall be responsible for the execution and success of academic events, offerings and programming~~
- iv. ~~Shall be responsible to the Vice President of Academics~~

~~**B. ACADEMIC TEAM DEVELOPMENT DIRECTOR**~~

- i. ~~Shall be considered a member of the General Council~~ ii.
- ~~Shall be appointed by the Incoming Executive~~
- iii. ~~Shall be responsible for the execution and success of academic events, offerings and programming~~
- iv. ~~Shall be responsible to the Vice President of Academics~~

~~**C. ACADEMIC CASE COMPETITIONS AND CONFERENCES DIRECTOR**~~

- i. ~~Shall be considered a member of the General Council~~ ii.
- ~~Shall be appointed by the Incoming Executive~~
- iii. ~~Shall be responsible for the execution and success of academic events, offerings and programming~~
- iv. ~~Shall be responsible to the Vice President of Academics~~

~~**D. ACADEMIC DIRECTOR-SBTA (2)**~~

- i. ~~Shall be considered a member of the General Council~~
- ii. ~~Shall be appointed by the Incoming Executive, two (2) such positions shall be appointed~~ iii.
- ~~Shall be responsible for the execution and success of academic events, offerings and programming~~
- iv. ~~Shall be responsible to the Vice President of Academics~~

~~**E. EXECUTIVE ASSISTANT**~~

- i. ~~Shall be considered a member of General Council~~ ii.
- ~~Shall be appointed by the Incoming Executive~~
- iii. ~~Shall be responsible for office, taking meeting minutes, booking rooms and landings, ensuring by-laws are up to date, and managing mail~~ iv.
- ~~Shall be responsible to the President~~

~~**F. CHAIRPERSON**~~

- i. ~~Shall be considered a member of General Council~~ ii.
- ~~Shall be appointed by the Incoming Executive~~
- iii. ~~Shall be responsible for upholding and interpreting the By-laws~~
- iv. ~~Shall be responsible for running all E.B.S.S. Inc. meetings in accordance to Roberts Rules of Order~~
- v. ~~Shall be responsible to the President~~

~~**G. BUSINESS FORMAL & GRADUATION DIRECTOR (2)**~~

- i. ~~Shall be considered a member of General Council~~
- ii. ~~Shall be appointed by the Incoming Executive, two (2) such positions shall be appointed~~ iii.
- ~~Shall be responsible for organizing and enhancing the annual Edwards Business Formal event and Graduation~~
- ~~iv. Shall be held responsible to the Vice President of Social~~

~~H. RIDER TRIP AND COMM TRIP DIRECTORS (2)~~

- ~~i. Shall be considered a member of General Council~~
- ~~ii. Shall be appointed by the Incoming Executive~~
- ~~iii. Shall be responsible for the planning and execution of Rider Trip and Comm Trip~~
- ~~iv. Shall be held responsible to the Vice President of Social~~

~~I. LB5Q AND LUMINOSTY DIRECTORS (2)~~

- ~~i. Shall be considered a member of General Council~~
- ~~ii. Shall be appointed by the Incoming Executive~~
- ~~iii. Shall be of legal age to purchase alcohol in the Province of Saskatchewan by August 31~~
- ~~iv. Shall be responsible for all matters pertaining to LB5Q~~
- ~~v. Shall be responsible for the organization and success of Luminosity~~
- ~~vi. Shall be held responsible to the Vice President of Social~~

~~J. CAMPUS REC REPRESENTATIVE~~

- ~~i. Shall be considered a member of General Council~~
- ~~ii. Shall be appointed by the Campus Rec President or Incoming Executive~~
- ~~iii. Shall be held responsible to the Vice President of Social~~
- ~~iv. Shall be responsible for promoting Campus Rec throughout the Edwards School of Business~~
- ~~v. Shall assist in the planning and executing an internal and external activity~~

~~K. CHARITY DIRECTOR OF EVENTS (2)~~

- ~~i. Shall be considered a member of General Council~~
- ~~ii. Shall be appointed by the Incoming Executive two such positions shall be appointed~~
- ~~iii. Shall be responsible for increasing involvement of the E.B.S.S. Inc. in charitable and community works both on and off campus~~
- ~~iv. Shall be held responsible to the Vice President of Charity~~
- ~~v. Shall be responsible for organizing and executing charity events~~

~~L. CHARITY DIRECTOR OF VOLUNTEER OPPORTUNITIES~~

- ~~vi. Shall be considered a member of General Council~~
- ~~vii. Shall be appointed by the Incoming Executive one such positions shall be appointed~~
- ~~viii. Shall be responsible for increasing involvement of the E.B.S.S. Inc. in charitable and community works both on and off campus~~
- ~~ix. Shall be held responsible to the Vice President of Charity~~
- ~~x. Shall be responsible for organizing and enhancing a minimum of one volunteer opportunity each month of the academic year~~

~~M. CORPORATE RELATIONS COORDINATOR (4)~~

- ~~i. Shall be considered a member of General Council~~
- ~~ii. Shall be appointed by the Incoming Executive, a maximum of four such positions shall be appointed. Shall be appointed as needed.~~

- iii. ~~Shall be responsible for assisting a Corporate Relations Director with corporate fundraising within his/her selected Corporate Partner Portfolio for all E.B.S.S. Inc. and Edwards Student Clubs events, programs and activities~~
- iv. ~~Shall be held responsible to the Vice President of Corporate Relations~~

~~**N. CORPORATE RELATIONS DIRECTORS (3)**~~

- i. ~~Shall be considered a member of the General Council~~
- ii. ~~Shall appointed by the Incoming Executive, three (3) such positions shall be appointed~~ iii. ~~Shall be responsible for corporate fundraising within his/her selected Corporate Partner Portfolio for all E.B.S.S. Inc. events, programs and activities~~
- iv. ~~Shall be held responsible to the Vice President of Corporate Relations~~

~~**O. AUDIO VISUAL DIRECTOR**~~

- i. ~~Shall be considered a member of General Council~~ ii. ~~Shall be appointed by the Incoming Executive~~
- iii. ~~Shall be responsible for video production and photography for the E.B.S.S. Inc. as needed~~ iv. ~~Shall be held responsible to the Vice President of Marketing~~

~~**P. WEBMASTER**~~

- I. ~~Shall be considered a member of General Council~~
- II. ~~Shall be appointed by the Incoming Executive.~~
- III. ~~Shall be held responsible to the Vice President of Marketing~~
- IV. ~~Shall be responsible for maintaining and developing the E.B.S.S. Inc. Website~~

~~**Q. PUBLIC RELATIONS DIRECTOR**~~

- i. ~~Shall be considered a member of General Council~~ ii. ~~Shall be appointed by the Incoming Executive~~
- iii. ~~Shall be responsible for all communications between the E.B.S.S. Inc. and Edwards students though social media and the weekly newsletter~~
- iv. ~~Shall be held responsible to the Vice President of Marketing~~

~~**R. MERCHANDISE AND DESIGN DIRECTOR**~~

- i. ~~Shall be considered a member of General Council~~ ii. ~~Shall be appointed by the Incoming Executive~~
- iii. ~~Shall be responsible for ordering, selling and bookkeeping of inventory~~
- iv. ~~Shall be held responsible to the Vice President of Marketing, and liaise with the Edwards School of Business Development Officer to ensure branding integrity~~

~~**S. MARKETING ENGAGEMENT REPRESENTATIVE (5)**~~

- i. ~~Shall be considered members of General Council~~
- ii. ~~Shall be appointed by the Incoming Executive, five (4) such positions shall be appointed~~
- iii. ~~Shall be responsible for the execution of grass root marketing initiatives of the E.B.S.S. Inc.~~
- iv. ~~One position shall be specifically reserved for a first year student to be appointed in September/October~~
- v. ~~Shall be held responsible to the Vice President of Marketing~~

~~R. PUBLIC RELATIONS ASSISTANT~~

- ~~v. Shall be considered a member of General Council~~
- ~~vi. This position shall be specifically reserved for a first year student and shall be appointed by the Incoming Executive in September/October.~~
- ~~vii. Shall be responsible for all communications between the E.B.S.S. Inc. and Edwards students through assigned marketing duties~~
- ~~viii. Shall be held responsible to the Vice President of Marketing~~

~~T. MARKETING ENGAGEMENT DIRECTOR~~

- ~~i. Shall be considered a member of General Council ii.~~
- ~~Shall be appointed by the Incoming Executive~~
- ~~iii. Shall be responsible for the organization of grassroots marketing initiatives of the E.B.S.S. Inc.~~
- ~~iv. Shall be responsible for the Marketing Engagement Representatives v.~~
- ~~Shall be held responsible to the Vice President of Marketing~~

~~U. VISUAL DESIGN DIRECTOR~~

- ~~i. Shall be considered a member of General Council ii.~~
- ~~Shall be appointed by the Incoming Executive~~
- ~~iii. Shall be responsible for the design and printing of all E.B.S.S. Inc. and marketing materials~~
- ~~iv. Shall be responsible to the Vice President of Marketing~~

~~V. FINANCE DIRECTOR (2)~~

- ~~i. Shall be considered a member of General Council ii.~~
- ~~Shall be appointed by the Incoming Executive~~
- ~~iii. Shall be responsible for assisting the Vice President of Finance~~
- ~~iv. Shall be held responsible to the Vice President of Finance~~

~~W. FIRST YEAR SOCIAL DIRECTOR (2)~~

- ~~i. Shall be considered a member of General Council~~
- ~~ii. Shall be elected in accordance to the Elections Policy~~
- ~~iii. Shall be responsible for representing opinions of the First-Year class and the success of First Year Social~~
- ~~iv. Shall be a member of the First Year class and is appointed in the Fall recruitment v.~~
- ~~Shall be held responsible to the Vice President of Social~~

~~X. MEMBER OF UNIVERSITY STUDENT COUNCIL (2)~~

- ~~i. Shall be considered a member of General Council~~
- ~~ii. Shall be elected in accordance to the E.B.S.S. Inc. and University of Saskatchewan Students' Union (USSU) Elections Policy, two such positions shall be elected~~
- ~~iii. Shall be responsible for representing the opinions of Business students at all University Student Council (USC) meetings~~
- ~~iv. Shall be held responsible to the President~~

VII. EDWARDS INTER-CLUB COUNCILS AND COMMITTEES

1. EDWARDS INTER-CLUB COUNCILS

- i. The maximum **number** of clubs allowed under the E.B.S.S. umbrella is ~~10~~ **up to the discretion of the Executive Council**
- ii. Clubs must benefit Edwards undergraduate students through academic, charity or social events
- iii. Clubs must be comprised of at least ~~60%~~ **50%** current Edwards undergraduate students
- iv. Clubs must complete the club information form by August 30th of the current year

~~A. ACCOUNTING CLUB PRESIDENT~~

- ~~i. Shall be elected in accordance to Accounting Club Policies ii.~~
- ~~Shall be considered a member of General Council~~
- ~~iii. Shall be responsible for the overall management of the Accounting Club~~
- ~~iv. Shall be responsible to the E.B.S.S. Inc. President~~

~~B. YOUNG WOMEN IN BUSINESS PRESIDENT~~

- ~~i. Shall be elected in accordance to Aboriginal Business Students' Society Election Policies~~
- ~~ii. Shall be considered a member of General Council~~
- ~~iii. Shall be responsible for the overall management of the Aboriginal Business Students' Society~~
- ~~iv. Shall be held responsible to the E.B.S.S. Inc. President~~

~~C. ENACTUS UNIVERSITY OF SASKATCHEWAN PRESIDENT~~

- ~~i. Shall be elected in accordance to Enactus University of Saskatchewan Election Policies ii.~~
- ~~Shall be considered a member of General Council~~
- ~~iii. Shall be responsible for the overall management of Enactus University of Saskatchewan~~
- ~~iv. Shall be held responsible to the E.B.S.S. Inc. President~~

~~D. FINANCE STUDENTS' SOCIETY PRESIDENT~~

- ~~i. Shall be elected in accordance to Finance Students' Society Election Policies ii.~~
- ~~Shall be considered a member of General Council~~
- ~~iii. Shall be responsible for the overall management of the Finance Students' Society~~
- ~~iv. Shall be held responsible to the E.B.S.S. Inc. President~~

~~E. HUMAN RESOURCES STUDENTS' SOCIETY PRESIDENT~~

- ~~i. Shall be elected in accordance to Human Resource Students' Society Election Policies ii.~~
- ~~Shall be considered a member of General Council~~
- ~~iii. Shall be responsible for the overall management of the Human Resource Students' Society iv.~~
- ~~Shall be held responsible to the E.B.S.S. Inc. President~~

~~F. JDC WEST CAPTAIN(S)~~

- ~~i. Shall be considered a member of General Council~~

- ii. ~~Shall be elected in accordance to JDC West Election Policies~~
- iii. ~~Shall act as the coordinator for the JDC West Conference and Team Saskatchewan~~
- iv. ~~Shall be held responsible to the E.B.S.S. Inc. President~~

~~G. MANAGEMENT STUDENTS' ASSOCIATION PRESIDENT~~

- i. ~~Shall be elected in accordance to Management Students' Association Election Policies~~
- ii. ~~Shall be considered a member of General Council~~
- iii. ~~Shall be responsible for the overall management of the Management Students' Association~~
- iv. ~~Shall be held responsible to the E.B.S.S. Inc. President~~

~~H. MARKETING STUDENTS' SOCIETY PRESIDENT~~

- i. ~~Shall be elected in accordance to Marketing Students' Society Election Policies~~
- ii. ~~Shall be considered a member of General Council~~
- iii. ~~Shall be responsible for the overall management of the Marketing Students' Society~~
- iv. ~~Shall be held responsible to the E.B.S.S. Inc. President~~

~~I. OPERATIONS MANAGEMENT STUDENTS' ASSOCIATION PRESIDENT~~

- i. ~~Shall be elected in accordance to Operations Management Students' Association Election Policies~~
- ii. ~~Shall be considered a member of General Council~~
- iii. ~~Shall be responsible for the overall management of the Operations Management Students' Association~~
- iv. ~~Shall be held responsible to the E.B.S.S. Inc. President~~

~~J. EDWARDS INTERNATIONAL STUDENTS' SOCIETY PRESIDENT~~

- i. ~~Shall be elected in accordance to Edwards International Students' Association Election Policies~~
- ii. ~~Shall be considered a member of General Council~~
- iii. ~~Shall be responsible for the overall management of the Edwards International Students' Society~~
- iv. ~~Shall be held responsible to the E.B.S.S. Inc. President~~

2. EDWARDS INTER-CLUB BENEFITS

- i. Edwards Clubs are eligible for up to \$1000 sponsorship from the E.B.S.S. Inc. under the following conditions:
 - a. ~~The event must be an academic event~~
 - b. The event must be offered to all Edwards Students
 - c. A written proposal ~~to be~~ **is made to the E.B.S.S.**, reviewed by the VP of Finance and VP of Academic **Internal**, and ~~must be then~~ approved by the Executive Council
- ii. Edwards Clubs can request up to a 50% sponsorship from the E.B.S.S. Inc. to sponsor a student's participation in a Conference or Competition under the following conditions (subject to financial availability):
 - a. The conference or competition must relate to the Edwards Club Designation (i.e. Finance, Accounting, Human Resources)

- b. The sponsorship must be offered to all Edwards students within that designation
- iii. All Academic funding is subjective to available funds acquired through sponsorship.

3. COMMITTEES

- i. ~~Shall not be considered a member of General Council~~ **Members of a committee are not required to be Members of General Council**
- ii. Any committee deemed necessary by a member of Executive Council or General Council can be established provided it is approved by a majority vote of the Executive Council and does not violate any E.B.S.S. Inc. Edwards School of Business or University of Saskatchewan regulation
- iii. **Recruitment for committees shall be conducted at the discretion of Executive Council, and the Executive Council may delegate any appropriate member of General Council to take on this responsibility**

VIII. AMENDMENTS

The By-laws of the E.B.S.S. Inc. can be amended in the following manner:

- i. Amendments to the By-laws can only be considered at a General Council meeting of the membership of the society
- ii. Proposed amendments must be submitted to the Vice President of Internal at least five days prior to the meeting of which they are to be considered. The Vice President of Internal shall post all such proposals received in a clearly visible and easily accessible location such that the membership of the Society may review them.
- iii. Each member of the Society shall be entitled to one (1) vote at such a General Meeting. No proxy voting will be allowed.
- iv. A minimum of a two-thirds (2/3) vote of all ~~E.B.S.S. Inc.~~ **General Council** members is required to pass all amendments.

Those amendments receiving the required approval at the general meeting shall come into force on the day the ratification is obtained from the minister of consumer affairs.

IX. INTERPRETATION

- i. The Executive Council shall be responsible for constitutional interpretation, there must be at least fifty-one percent (51%) majority of Executive Council in favour of all rulings
- ii. If a decision cannot be reached by the vote of the Executive Council, the President will have the power of final interpretation of the By-laws
- iii. If the interpretation of the Executive Council and/or the President is challenged by the petition bearing the signatures of ten percent (10%) of current General Council members, as outlined in Section III, it must be taken to a General Meeting for a final decision

X. ELECTIONS

1. TIMING

- i. President Election proceedings will begin in the month of January
- ii. Balloting is to be held on a minimum of two (2) consecutive days, as determined by the majority vote of the Executive
- iii. Campaigning may not commence before the close of applications and must cease at 4:00pm of the day before the election is to be held
- iv. The Presidential nomination and campaign shall begin two weeks prior to all other E.B.S.S. Inc. elections.
- v. The nominee if not successful for Presidential office will be allowed to enter for another office, regardless of the application deadline having passed
- vi. In the event of an inconclusive verdict (i.e. a tie) a revote of the existing candidates will be initiated within ~~10 business days~~ **7 days** of the previous election

2. VOTING

- i. Voting shall be by secret ballot
- ii. ~~One (1) day~~ **At least seven (7) days** prior to the commencement of voting, all candidates shall put forth their platform

3. APPLICATIONS

- i. Applications must be filled out and handed in on a date specified by the current E.B.S.S. Inc. Executive Council
- ii. Any E.B.S.S. Inc. General Council member may apply, with the exception of any members of the Inter-club Council and University Student Council, who are not eligible

4. BY-ELECTIONS

- i. A by-election must be held within fifteen (15) academic days of the E.B.S.S. Inc Presidents position becoming vacant, by any cause.
- ii. Notice of a by-election must be given and posted conspicuously at least fifteen (15) academic days prior to the commencement of voting
- iii. Nominations will be conducted in accordance with Section IX (3)
- iv. Campaigning will be governed in accordance with Section IX (1)
- v. Balloting will be governed in accordance with Section IX (2) (A)
- vi. Voting will be conducted in accordance with Section IX (2) (A)
- vii. Ratification will be conducted in accordance with Section IX (6)

5. ELECTIONS AND APPOINTMENTS CRITERIA

- i. The President shall be an elected position
 - a. In the event that the President of the EBSS sees the incoming President unfit for the position with reasonable evidence, he or she may veto the election and host a By- Election within two months of being vetoed. The President must have this signed off by the Associate Dean before taking such action
 - b. Shall be elected by all undergraduate students enrolled in the Edwards School of Business
- ii. The USSU Member of Student Council shall be an elected position
 - a. Shall be elected by all undergraduate students enrolled in the Edwards School of Business
- iii. The Vice President positions shall be appointed by a committee consisting of:
 - a. The Incoming President
 - b. The Outgoing Executive (Advisory only, no voting power in selection)
- iv. The Inter-Club Council Leader positions will be elected or appointed by the appropriate club, association, or society and their own election policies

~~iii. The Vice President Finance shall be appointed by a committee consisting of:~~

- ~~a. Incoming President~~
- ~~b. Outgoing Executive (Advisory only, no voting power in selection)~~

~~iii. The Vice President Corporate Relations shall be appointed by a committee consisting of:~~

- ~~a. Incoming President~~
- ~~b. Outgoing Executive (Advisory only, no voting power in selection)~~

~~iv. The Vice President of Marketing shall be appointed by a committee~~

- ~~consisting a. Incoming President~~
- ~~b. Outgoing Executive (Advisory only, no voting power in selection)~~

~~v. The Vice President of Academics shall be appointed by a committee consisting of:~~

- ~~a. Incoming President~~
- ~~b. Outgoing Executive (Advisory only, no voting power in selection)~~

~~vi. The Vice President of Charity shall be appointed by a committee consisting of:~~

- ~~a. Incoming President~~
- ~~b. Outgoing Executive (Advisory only, no voting power in selection)~~

~~vii. The Vice President of Social shall be appointed by a committee consisting of:~~

- ~~a. Incoming President~~
- ~~b. Outgoing Executive (Advisory only, no voting power in selection)~~

~~viii. The following General Council positions will be elected by all students enrolled in the Edwards School of Business:~~

- ~~a. Member of Student Council (2)~~
- ~~b. President~~

ix. ~~The following General Council positions will be elected or appointed by the appropriate club, association, or society and their own election policies:~~

- ~~a. Young Women in Business President~~
- ~~b. Accounting Club President~~
- ~~c. Finance Student Society President~~
- ~~d. Human Resource Student Society President~~
- ~~e. JDC West Captain(s)~~
- ~~f. Marketing Student Society President~~
- ~~g. Management Student Association President~~
- ~~h. ENACTUS University of Saskatchewan President~~
- ~~i. Operations Management Students' Association President~~
- ~~j. Edwards International Students' Society President~~

x. ~~The following General Council positions will be appointed by the Incoming Executive:~~

- ~~a. Academic Events Director~~
~~(3)~~
- ~~b. Academic Case Competitions and Conferences Director~~
- ~~c. Academic Team Development Director~~
- ~~d. Academic SBTA Director~~
~~(2)~~
- ~~e. Executive Assistant~~
- ~~f. Chairperson~~
- ~~g. Business Formal & Graduation Director~~
~~(2)~~
- ~~h. Rider Trip and COMM Trip Director~~
~~(2)~~
- ~~i. LB5Q and Luminosity Director~~
~~(2)~~
- ~~j. Campus Rec Representative~~
- ~~k. Charity Director of Events~~
~~(2)~~
- ~~l. Charity Director of Volunteer Opportunities~~
- ~~m. Corporate Relations Coordinator~~
~~(3)~~
- ~~n. Corporate Relations Director~~
~~(4)~~
- ~~o. Audio Visual Director~~
- ~~p. Social Media Director~~
- ~~q. Webmaster~~
- ~~r. Public Relations Director~~
- ~~s. First Year Social Media Officer~~
- ~~t. Merchandise and Design Director~~

- ~~u. Marketing Engagement Representative~~
(5)
- ~~v. Marketing Engagement~~
~~Director~~
- ~~w. Visual Design~~
~~Director~~
- ~~x. Finance Director~~
(2)
- ~~y. First Year Social Director~~
(2)
- ~~z. First Year Visual~~
~~Designer~~
- ~~aa. Member of University of Student Council~~
(2)

6. RATIFICATION OF CANDIDATE

- i. A candidate shall be elected if he or she is the eligible candidate receiving the largest number of those valid ballots cast in a general election in which all members of the E.B.S.S. Inc. are eligible to vote
- ii. In the event of a one (1) candidate contest Executive Council or General Council position, a ratification vote is to be held on which the majority of valid ballots cast must be in favour of ratification in order for the candidate to be declared elected
- iii. In the event that ratification majority vote is not received, a by-election must be held according to Section IX (4)
- iv. If the unsuccessful candidate in the ratification vote is the only person to contest in a by- election originating from Section IX (6) (C), then he or she shall be automatically ratified for the position

7. TERM OF OFFICE

- i. The term of office for all General Council positions shall begin upon ratification and end the following year upon de-ratification. All position turnover must occur before May 1st.

XI. IMPEACHMENT

1. EXECUTIVE COUNCIL MEMBER

This clause shall apply to all Executive Council member of the E.B.S.S. Inc.

- i. 100% consensus of the Executive Council and General Council of the Executive Member's portfolio, excluding said Executive Member, will constitute a motion to impeach said Executive Member.
- ii. An anonymous ballot vote will be conducted at the following General Council meeting, with the outcome being taken into strong consideration by the remaining Executive Council on the decision to impeach said Executive Member. At the same General Council meeting, the Executive Member in question will have a chance to speak on their behalf.

- iii. The Executive Council must be in 100% consensus after taking into consideration the General Council's vote.
- iv. The impeached individual will automatically tender his or her resignation to the President
- v. In any by-election for the vacant position or future elections for a member of the Executive Council, the impeached de-ratified member cannot run.

2. GENERAL COUNCIL MEMBERS

This clause shall apply to all General Council Members of the E.B.S.S. Inc.

- i. To impeach, documented evidence of performance management must be present.
 - a. Verbal warning issued by President or Vice President of the General Member. Signature from the General Member and Executive Member as well as the date will be documented.
 - b. If after two (2) weeks from the verbal warning no improvement has been noted, the General Member will attend a meeting with their Vice President and the President to discuss issues and potential solutions. Minutes will be taken and the document will be signed and dated by all parties present.
 - c. If no improvement is noted two (2) weeks from this meeting with the General Council Member, a motion to impeach the General Council Member will be put forward to the Executive Council Members.
- ii. 100% consensus of the Executive Council will constitute a motion to impeach a General Council Member
- iii. An anonymous ballot vote will be conducted at the following General Council meeting; with the outcome being taken into strong consideration by the remaining Executive Council on the decision to impeach said General Council Member. At the same General Council meeting before the anonymous ballot vote, the General Council Member in question will have a chance to speak on their behalf.
- v. The Executive Council must be in 100% consensus after taking into consideration the General Council's vote.
- vi. The impeached individual will automatically tender his or her resignation to the President
- vi. In any by-election for the vacant position, the impeached General Council Member may not re-run for office until the following academic year.

3. PRESIDENT

This clause shall apply to the President of the E.B.S.S. Inc.

- i. The following are needed in order to signify the impeachment of the President:
 - a. A minimum of two-thirds General Council signatures
 - b. A majority (51%) of Executive Council signatures

- c. Signatures from both the Dean and Associate Dean of the Edwards
- ii. Should the President be impeached, a By-Election shall be run in accordance with Section VIII (4). He/she will not be eligible to run for re-election.

4. CODE OF CONDUCT

This clause shall apply to all members of the E.B.S.S. Inc.

- i. Upon ratification to the E.B.S.S. Inc., each member must sign the Codes of Conduct and will be held accountable in accordance to the points within Codes of Conduct document.
- ii. If any said points in the Codes of Conduct are violated, this will constitute grounds for a motion for impeachment.
- iii. Regular impeachment processes will be followed as stated in Section X.1, X.2, or X.3.

XII. FINANCIAL REGULATIONS

1. GENERAL

- i. The fiscal year-end of the E.B.S.S. Inc. shall be the last day of April
- ii. Cheques shall be signed by the Vice President of Finance and the President or in his or her absence ~~Vice President of Academics~~ **some third member of Executive Council as is designated by the President**
- iii. All bills and amounts of any one purpose whatsoever and of any value involving a General Council Member must first be approved by the Executive Council member to which they are responsible
- iv. The Vice President of Finance shall keep all such books and records as the Executive Council determines
- v. Each Executive Council member shall submit a preliminary budget for the annual expenses within his or her domain by the end of May each year
- vi. Each Council member must submit an updated Budget a minimum of one (1) week prior to an event which they are organizing

2. CONTINGENCY

- i. If the balance of the EBSS General Account ever decreases to the value of \$5000.00 or less, the executive council shall have an emergency meeting to assess decisions pertaining to expenditures.

3. ACCOUNTS

A. FINANCIAL INSTITUTION

- i. The Executive Council shall appoint a Financial Institution to be the bankers for the E.B.S.S. Inc.

B. NEW ACCOUNTS

- i. Shall be established by the Vice President of Finance as deemed necessary

C. STANDING ACCOUNTS

- i. The standing accounts are as follows:
 - a. E.B.S.S. Inc. – General Account

D. SIGNING AUTHORITY

- i. Signing Authority on the standing account: E.B.S.S. Inc. – General Account: The signatures of the Vice President of Finance and the President and in his or her absence, the signature of the ~~Vice President of Academics~~ **some third member of Executive Council as is designated by the President**

XIII. NOTWITHSTANDING CLAUSE

- i. There may arise a need for the directors to pass a motion that derogates from one or more of the policies set forth by the By-laws. In such an event, the directors may pass said motion, provided the following conditions are met and respected:
 - a. There must be a pressing need to act in a timely manner.
 - b. The issue this motion attempts to address must be non-recurring.
 - c. The motion cannot pertain to the quorum of any body of this organization.
 - d. The motion must clearly state all articles that shall not be applicable to it.
 - e. The motion must be approved by a Special Resolution of the Directors.
 - f. The motion may be in effect no more than four months.
- ii. Failure to meet or respect one or more of the conditions outlined in Article F, section 1, subsections a through f, shall render the motion invalid and not applicable.