

## The Faculty of Business Student Council Bylaw

### 1. Name of Bylaw

- 1.1. This bylaw shall be referred to as the "Faculty of Business Student Council Bylaw".

### 2. Membership

- 2.1. The following persons are ex-officio members of FOBSC;
- 2.1.1. The President of the BSA, voting;
  - 2.1.2. The Vice Presidents of the BSA, non-voting;
  - 2.1.3. Executive Assistant, non-voting;
  - 2.1.4. The Faculty Advisor, non-voting;
  - 2.1.5. Honorary President, non-voting.
- 2.2. Each of the following Associations, as members, shall have their Presidents hold voting rights on the FOBSC, additionally
- 2.2.1. Brock Business Badgers(BBB);
  - 2.2.2. Brock Finance and Investment Group (BFIG);
  - 2.2.3. Brock U Entrepreneurship Club (BUEC);
  - 2.2.4. Brock U Marketing Association (BUMA);
  - 2.2.5. Brock University Accounting Students' Association (BUASA);
  - 2.2.6. DECA U Brock;
  - 2.2.7. Human Resource Management Association (HRMA);
- 2.3. Quorum for this body shall be two-thirds (2/3) of voting members, and, in order for the work done in this body to be legally binding, there must be a minimum of two-thirds (2/3) of the entire body voting in favour.

### 3. Duties

- 3.1. The BSA President shall chair the meetings of the FOBSC. It shall be the responsibility of the Vice-President, Internal to liaise with the groups listed in Section 2 of this bylaw to ensure they are advised of their right to representation on the FOBSC.
- 3.2. The Executive Assistant shall keep minutes for the meetings of the FOBSC.

### 4. Membership Requirements

- 4.1. In order for members of the FOBSC to continue to hold a seat on the council, the following requirements must be met;
- 4.1.1. Associations must have at least 80% of its members as business majors;
  - 4.1.2. Associations require a clear mandate, vision and values;

- 4.1.3. Associations must demonstrate an appropriate level of commitment and dedication to their Association;
- 4.1.4. Associations must have a direction and purpose that is both similar too, and pursuant of the goals of the FOBSC, the Faculty of Business, and Brock University.

## **5. Councilors' Responsibilities**

- 5.1. FOBSC Councilors are expected to attend all meetings, including the Transitional Retreat. Should a councilor be forced to miss a meeting, that individual is responsible for sending a proxy in their stead.
- 5.2. Councilors are responsible for submitting all agenda items 72 hours prior to a meeting. The agenda, along with supporting documentation, shall be distributed to all members 48 hours prior to a meeting by the Executive Assistant of the BSA.
- 5.3. Councilors, except those persons who are Councilors ex-officio, shall hold office from the 1<sup>st</sup> day of May until midnight of the following 30<sup>th</sup> day of April.

## **6. Voting**

- 6.1. Each member who has voting privileges pursuant to sections 2 has only one vote. Should an Association submit two members forth to the FOBSC (ie. Co-Presidents), there must be an agreement between the individuals as to how the vote is to be distributed so that the Association receives one ballot. The agreement must be formalized and sent to the FOBSC Chair by the first meeting of the FOBSC (possible suggestions for agreement may be alternating voting rights or one member possessing voting rights while the other has none).
- 6.2. Proxy voting, as defined by Canadian Law, shall for the intents and purposes of the FOBSC, be further divided into two categories
  - 6.2.1. Proxy ballots; this refers to an individual sending paper with their vote on a certain issue already marked off. This form of Proxy voting will not be accepted by the FOBSC, as it encourages absenteeism, and does not further meaningful discussion on the item.
  - 6.2.2. Delegated voting; this refers to an individual sending a representative in their stead. This form of Proxy voting is acceptable however the FOBSC Chair should be notified 24 hours prior to the meeting.

## **7. Meetings**

- 7.1. The FOBSC shall normally meet once (1) every other week through the academic year.
- 7.2. The FOBSC shall meet at least twice (2) during the summer months (for the purposes of the BSA, considered to be May through August). One is to be the Transitional Retreat in May; the second shall be in August.

## **8. Adding a New Club or Association**

- 8.1. In order to create a new club that is recognized and supported by the Association, the founding members of said club must prepare a ten (10) to twenty (20) minute presentation for the FOBSC explaining why they feel that their club should be recognized under the Association and why they feel that their proposed club satisfies a need that is not currently met by existing clubs under the Association.
- 8.2. Prior to the presentation listed above, the proponents of the club must provide the following information:
  - 8.2.1. A summary of how the proposed club would differentiate itself from existing clubs currently supported by the Association;
  - 8.2.2. A five (5) year outlook and succession plan for the club;
  - 8.2.3. A detailed vision statement, mission statement, list of values, and visual organizational structure for the club;
  - 8.2.4. A list of competitions, conferences or events that the proposed club would like to attend (and each event's contact information);
  - 8.2.5. A list of potential partnership or sponsor contacts;
  - 8.2.6. A solidified name for the club;
  - 8.2.7. A detailed start-up budget for the club;
  - 8.2.8. A list of twenty (20) Faculty of Business Students (including their full name, student ID numbers, and signature) noting that they are current members of the club or would become members should the club exist;
  - 8.2.9. A letter of support from a Faculty Member who would be willing to provide support and assistance to the proposed club.
- 8.3. Any new club presentations must occur between January and March of the current Executives' Term of Office so that the club can be ratified and launched to coincide with the Term of Office commencing in April of that Calendar Year.
- 8.4. The FOBSC will determine after all aspects of Section 8.2 are provided to them, whether or not presentation will be made:
  - 8.4.1. If a presentation is made to the FOBSC, in order for a new club to be ratified under the Association, there must be a three fourths (3/4s) majority vote.
  - 8.4.2. If a presentation is not made to the FOBSC the founding members of said club will not be ratified under the Association for the upcoming calendar year, and are permitted to put forth the same documentation the year after.