

McMaster Linguistics Society Constitution

1. NAME

- 1.1. The club shall be known as: McMaster Linguistics Society.
- 1.2. The club shall be a part of the larger governing body of the McMaster Humanities Society (henceforth MHS).

2. PURPOSE

- 2.1. The Linguistics Society aims to foster the academic and personal growth of students in the field of Linguistics. We do not limit this aim to students of McMaster, but apply it to all individuals in the local community. Our fundraising allows us to work towards this. By generating funds for both linguistics---based charities and the McMaster Linguistics Department, we strive to better facilitate the study of language--related material in multiple communities. Furthermore, we aim to create an arena in which McMaster Linguistics students can assist others and enjoy their study of Linguistics.

3. MEMBERSHIP

- 3.1. Membership to the MLS shall be open to all MHS students who support the purpose of the club.
- 3.2. Honorary Membership shall be granted to an interested party (non-MHS students) upon approval by the executive or membership committee of the club.
- 3.3. Honorary Members may not hold executive positions, expend funds, or have voting status at meetings.
- 3.4. General members are not required to pay any fees or submit any applications. All general members have equal status. To join as a general member, each individual will enter their contact information on a sign-up sheet, to allow the Linguistics Society to communicate important information to them.
- 3.5. General members are able to attend all events, express their ideas at general meetings and events, and vote in the Presidential elections.
- 3.6. General members are expected to attend and participate in events, and act as a positive representative of the Linguistics Society.

4. EXECUTIVE

- 4.1. The Executive Board is restricted to MHS students who:
 - 4.1.1. Have successfully completed the executive member application process;
 - 4.1.2. Have been selected by the President(s).
- 4.2. Positions on the Executive Board are limited to the following:
 - 4.2.1. President(s), who shall be an ex-officio member of all committees within the club.
 - 4.2.2. Vice President (Internal), who will work to maintain and enhance club cohesion within the Executive Board and relations with general members.
 - 4.2.3 Vice President (Administration), who will coordinate club communication and uphold the club's archival documents.
 - 4.2.4. Vice President (Finance), who will manage the club's finances and ensure the success of the club's fundraising activities.
 - 4.2.5. Vice President (Academics), who will oversee all academic committee affairs.
 - 4.2.6. Vice President (Events), who will act as the primary coordinator for club events.
 - 4.2.7. Vice President (Promotions), who will coordinate the marketing vision and schedule for the academic year.
 - 4.2.8. Vice President (Merchandise & Marketing), who will oversee the creation and coordination of physical promotional materials.
 - 4.2.9. Junior Events Coordinator, who will work under the Vice President (Events) as the secondary coordinator for club events.
 - 4.2.10. Media Design Coordinator, who will create relevant and engaging social media posts for all club events.
 - 4.2.11. First Year Representative, who will act as a liaison between the Executive Board and first year students.
- 4.3. The President(s) will be nominated and elected by members of the MLS in the months of February and March. The electee(s) will be permitted to make changes to the Constitution.
- 4.4. The President(s) will preside over the Executive Board application process

in accordance with Bylaw 2.

5. COMMITTEES

5.1. The Academic Committee:

5.1.1. The academic committee is to consist of the Vice President (Academics) and Academic Committee members.

5.1.2. Selection of committee members shall be by application. Each individual will complete an application and the President and Vice President (Academics) will select the successful candidates.

5.1.3. Number of committee member positions to be offered is at the discretion of the Vice President (Academics), depending on the scope of the academic initiatives planned, and is to be announced at the beginning of the application period.

5.1.4. Application for committee members is to occur in September each year.

6. FINANCES

6.1. The club may be eligible to solicit financing from the MHS.

6.2. The club may be eligible to solicit financing from other supporting avenues as well, such as the Department of Linguistics and Languages or Special Project Funding, when the club follows all rules and regulations and can demonstrate relevance and need.

6.3. The club may determine an annual membership fee with approval from the McMaster Humanities Society.

6.4. Monies received shall not involve any obligation of the MHS.

6.5. The club may use any means consistent with the constitutional purpose and in its membership to raise funds for its program.

6.6. The club's books may be subject to an annual audit by the McMaster Humanities Society and shall be filed with the MHS VP Internal within five business days of the request for audit.

6.7. The club will utilize the McMaster Linguistics Society's PACE Credit Union

business account for club expenses. Executive members are not permitted to use the funds for personal or unrelated transactions.

6.8. All transactions shall be authorized by the Vice President (Finance) and one of the Co-Presidents. Outgoing transactions will not be authorized until both parties have approved.

6.9. These contingencies will be in place in the case where one of the co-signers is temporarily unable to sign until the unavailable party is able to transfer the authority:

6.9.1. If the Vice President (Finance) is the unavailable party, the other Co-President may act as the temporary co-signer.

6.9.1. If there is only one President, or the other Co-President is the unavailable party, the Vice President (Internal) may act as the temporary co-signer.

7. MEETINGS

7.1. General

7.1.1. General meetings shall be open to all club members.

7.1.2. At least one general meeting shall be called by the Vice President (Events) per academic year.

7.1.3. Upon the receipt of five signatures by the President(s) from club members requesting a general meeting, a meeting shall be called by the President(s) at the earliest possible date.

7.1.4. Voting procedure for regular business at a general meeting shall be by simple majority.

7.2. Executive

7.2.1. At least one executive meeting shall be called by the President(s) per academic term.

7.2.2. At least one executive meeting shall be called before the academic year starts, in order to transition incoming executive members.

7.2.2. Upon the receipt of the President(s)' written request for an executive meeting, signed by at least 50% of the executive, the President(s) shall call an executive meeting at the earliest possible date.

7.2.3. Voting procedure for regular business at an executive meeting shall be by simple majority.

7.3. Academic Committee

7.3.1. At least one academic committee (AC) meeting shall be called by the Vice President (Academics) during each academic term.

7.3.2. Upon the receipt of the Vice President (Academics) of written request for an AC meeting, signed by at least 50% of the AC, the Academic Coordinator shall call an AC meeting at the earliest possible date.

7.3.3. Voting procedure for regular business at an executive meeting shall be by simple majority.

7.4. Quorum

7.4.1. A quorum of 1/3 of the total membership is required for a general meeting.

7.4.2. A quorum of 2/3 of the executive is required for an executive meeting.

8. AMENDMENTS

8.1. Passage of amendments to the constitution shall be 2/3 affirmative vote at a quorum meeting.

8.2. All amendments must be approved by the MHS before they can be applied to the constitution.

9. BYLAWS

9.1. Passage of bylaws shall be by at least 60% affirmative vote at a quorum general meeting.

10. DISCLAIMER

10.1. The views and actions of this club in no way reflect the views of all the members of the McMaster Humanities Society.

11. ENABLING CLAUSE

11.1. This Constitution shall be enacted on October 20, 2020.

11.2. This Constitution has been modified as of April 18, 2023.