



CONSTITUTION & BYLAWS

October 2, 2013

The Mathematics Society of the University of Waterloo

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Article I. Name

The full name of the Society shall be “The Mathematics Society of the University of Waterloo”; its short name shall be “MathSoc”.

Article II. Object

The object of the Society shall be to serve, represent, and promote undergraduate students in the Faculty of Mathematics at the University of Waterloo by providing services to students; encouraging and co-ordinating student participation in athletic, cultural, social, academic, and recreational activities; encouraging cooperation and communication between students; increasing awareness of the Faculty and of mathematics in general to the outside community; by representing students to the Faculty and to the University; and by providing students with the means to help them accomplish their goals both within and without the University.

Article III. Definitions

In this and any other document of the Society, the following definitions shall hold unless otherwise specified:

University

The University of Waterloo

Faculty

The Faculty of Mathematics of the University

Dean

The Dean of the Faculty

Federation

The Federation of Students, University of Waterloo

Council

The Society Council

Executive

Any of the officers that form the Executive Committee

member

Without further qualification, any social member of the Society

academic year

Such a period of time as defined by the Senate of the University

term

A period of time, approximately four months long, from the start of classes or of Orientation week in one term as defined by the Senate of the University, until the day before the start of next term

Winter term

The term extending roughly from January to April of any given year

Spring term

The term extending roughly from May to August of any given year.

Fall term

The term extending roughly from September to December of any given year

student

Any person registered as an undergraduate student at the University, including persons registered at another post-secondary institution for a joint program with the University

math student

Any student registered in the Faculty, including in a joint program with another faculty or institution

first-year student

Any student registered as being in their first year of study in the University, regardless of whether or not they are actually in their first year of study

VPF

The Vice-President, Finances

VPO

The Vice-President, Operations

VPI

The Vice-President, Internal

VPA

The Vice-President, Academic

decision of the Society

A decision made by Council, a general meeting, a referendum, or any other body to which the power to make that decision was duly and legally delegated, or a document duly enacted by one of the above

With regards to any assembly within the Society, a non-voting member has all rights accorded to regular members except for the right to make motions and the right to vote.

Where someone is entitled to appoint a designate to serve a function under this document, such an appointment shall be made by written notice to the President or to the Speaker of Council, and notice of that appointment shall be given to Council. More than one person may be so designated, but no more than one person shall exercise the rights provided to a single person at any given time.

Article IV. Membership

IV.1 Membership Fee

The Society shall levy a membership fee to either be collected by the University as a portion of student fees, or paid directly to the Society. Some members are exempt from having to pay the membership fee, as defined elsewhere in this document.

The amount of the MathSoc Fee may be adjusted only through one of the following two mechanisms:

1. Once per Fall term, by a resolution of Council, specifying an adjustment of a percentage equal to or less than the increase in the Consumer Price Index for Canada in the previous calendar year according to Statistics Canada. This increase is subject to ratification at the next General Meeting; or
2. Modified or removed by a referendum held in accordance with these bylaws.

If a student has arranged fee payment to the satisfaction of the University and the arranged fees include the fee for a given term, then that student is considered to have paid the fee for that term, regardless of whether or not the Society has received the funds.

Members of the Society have the right to request a fee refund within any procedures set out by a decision of the Society. If they are not exempt from paying the membership fee, then upon submitting a refund request, their rights as members cease, but they are entitled to receive the refund only if they have not in the interim used any services of the Society.

IV.2 Voting Membership

The voting members of the society are those social members who meet one or more of the following criteria:

- A full-time or part-time math student in the current term.
- A math co-op student in the current term who was a voting member in the previous term.
- A voting member in the previous term who is slated to be a full-time or part-time math student in the next term and is not currently engaged in academic study.

IV.3 Social Membership

The social members of the society are those students (undergraduate and graduate), staff, faculty, or alumni at the University who have paid the Society membership fee, as well as all full-time employees of the Society and all Honorary Lifetime Members of the Society regardless of whether or not they have paid the fee.

Additionally, if a person is not a student in the Faculty and would be a voting member by the above section if they were a social member, then they are a social member.

IV.4 Honorary Lifetime Members

The Honorary Lifetime Members of the Society are those persons who have made exceptionally significant contributions to the Society or towards its goals. Honorary Lifetime Memberships may be conferred only by a three-quarters majority vote, conducted by secret ballot, of a general meeting of the Society.

Honorary Lifetime Memberships are valid for the lifetime of the Society and cannot be revoked. Honorary Lifetime Members cannot have obligations imposed on them due to their status; if they accept a position within the Society, however, they are still obligated to fulfill the duties of that position.

IV.5 Rights of Voting Members

Voting members have the exclusive right to participate in Society decision-making:

- Vote at general meetings of the Society;
- Sign petitions of the Society;
- Vote in an election to any seat on Council, including the Executive, or in a referendum of the Society; and
- Nominate for, stand as candidate for, or hold a seat on Council, including the Executive.
- Inspect the financial records of the Society and, at their own expense, request a professional audit.

IV.6 Rights of Social Members

Social members have, except where described otherwise in this document, the right to participate fully in activities in the Society, although this does not mean that the Society cannot charge a fee for an event or that activities cannot be limited to some subset of members, provided that all members are given fair opportunity to be included.

Social members additionally have the right to participate in any general meeting of the Society as non-voting members, and to view any governing documents or public correspondence of the Society.

Article V. Council

V.1 Composition

The Society Council's is comprised of up to thirty-five voting members:

- The Executive, defined in the following article; and
- Up to thirty Representatives, allocated as described below.

Additionally, there are non-voting members of Council:

- The Speaker of Council;
- The Secretary of Council;
- The chairs of any committees or boards established by the Society or by Council;
- Any directors or executive assistants appointed by decision of the Society;
- The members of the Federation Orientation Committee representing the Faculty;
- The editors of *mathNEWS*;
- The undergraduate student Senators representing the Faculty and undergraduates at-large;
- The President of the University, or designate;
- The Dean of the Faculty, or designate;
- The Associate Dean, Undergraduate Studies of the Faculty, or designate;
- The Directors of the Federation or their respective designates;
- The representatives of the Faculty to the Students' Council of the Federation.
- The President of any society recognized by the Federation, or their respective designates; and
- The President of a club under the aegis of MathSoc.

If a person qualifies as both a voting and non-voting member of Council, then they are a voting member.

V.2 Representative Allocation

Each Representative on Council shall represent a single constituency from the following, determined by reference to the Faculty's undergraduate calendar. For the purposes of determining if a student is in a program, minors and options are not counted unless explicitly mentioned. A student with multiple plans may be counted in more than one constituency. Notwithstanding anything else in this section, if a student is counted in the First Year constituency, then they are counted in no other constituency.

The constituencies are

- First Year, consisting of all math students registered as first-year with the University, except for those in the Software Engineering program;
- Actuarial Science, consisting of all math students in Actuarial Science or Mathematical Finance programs;
- Statistics, consisting of all math students in Statistics programs;
- Pure Mathematics, Applied Mathematics, and Combinatorics and Optimization, consisting of all math students in Pure Mathematics, Applied Mathematics, Combinatorics and Optimization, Mathematical Finance, or Computational Mathematics programs;

- Computer Science, consisting of all math students in programs offered by the David R. Cheriton School of Computer Science, as well as all students in Computational Mathematics programs;
- Business, consisting of all math students in Mathematics/Business programs, as well as all students in the Business Administration and Computer Science Double Degree program;
- Computing and Financial Management, consisting of all math students in the Computing and Financial Management program;
- Software Engineering, consisting of all math students in the Software Engineering program;
- Teaching, consisting of all math students in the Mathematics/Teaching or Pure Mathematics/Teaching programs; and
- Mathematical Studies and Other, consisting of all math students in Mathematical Studies programs and all math students not counted in one of the other constituencies.

At the beginning of each Fall term, the President shall obtain enrollment numbers from the University and determine the allocation of thirty Representative seats to constituencies using the method of equal proportions described in the appendix. The President shall present these to the general meeting in that term to approve them for use in the subsequent year, except that during the Spring term there will be no seats in the First Year constituency and hence fewer than thirty seats.

V.3 Duties & Powers

Council has full power over Society affairs except as such would conflict with this document or a decision made at a general meeting or by a referendum. Council is a fully-constituted assembly in its own right, and does not report to general meetings, though it is accountable to them and to the members of the Society at large.

Council can enact policies of the Society and direct the affairs of the Society, except that Council has no power over the internal affairs of a general meeting unless such power is otherwise delegated to it.

Council is responsible to uphold the purposes of the Society and to ensure that the Society is not abused. It is responsible to hold the Executive and any other persons involved in Society affairs to account, and the Representatives are responsible for voicing the concerns and issues of their constituents and, indeed, to represent them. To this end, Councillors shall maintain at least one public office hour per week and shall inform their constituents of when they are available. Executives shall maintain at least three office hours per week.

Individual Councillors are expected to attend Council meetings regularly. If a Councillor misses or is more than one half-hour late for a meeting, that Council member shall be deemed delinquent for that meeting. If a Councillor is delinquent for three or more meetings in a given term, then that Councillor may be removed from that or any other seat for the remainder of the year by majority vote with notice.

V.4 Convocation

Meetings of Council may be called by any of the following;

- The President;
- The Speaker of Council;
- Any three voting members of Council, upon petition in writing;
- Any twenty-five voting members of the Society, upon petition in writing; or
- The Dean or his designate.

During the period of classes in each term, Council shall meet no less than once every three weeks.

V.5 Notice

Notice must be provided at least 48 hours in advance of any meeting to every voting member of Council unless that member explicitly waives their right to notice before the start of the meeting.

Where notice is required of a motion, notice of that motion must be provided at least seven days in advance of the meeting at which the motion is to be considered to every voting member of Council unless that member explicitly waives their right to notice before the start of the meeting at which the motion is moved. A full description of the intended motion, such as the text of a proposed amendment or agreement, must be provided, but the motion may be amended before or after it is moved as long as the changes remain within the scope of the motion for which notice was given.

Council may designate a mailing list or similar forum to be the official notice forum of Council; if this is done, then any notice sent to that forum is considered to have been sent to every voting member of Council regardless of whether or not it was received by that member.

V.6 Elections & Terms of Office

When multiple elections are held simultaneously, a voter in multiple constituencies shall cast a vote for Representatives of only one constituency in any election.

Councillors or Councillors-elect can resign by written submission to the rest of Council. In the event that one or more seats become vacant during the first two months of a term, or if a seat is left vacant after an election, a by-election shall be held for those seats. If a seat is vacant for a future term, then a by-election may be held before the start of the vacant seats term. If no by-election is held by the start of that term, one shall be held as soon as possible after the term begins.

All aspects of election procedure not defined explicitly in this document may be set by a decision of the Society.

V.6.1 Elected Executive & Upper-Year Reps

For the Executive other than the VPF and the Representatives other than First Year and Software Engineering Representatives, general elections shall be held in the fall term for each of the three

terms of the subsequent year. In an election, a candidate does not need to run for each of the three terms for which the election is held. A single ballot shall be taken from each voter for all three terms in conjunction, and the results shall be evaluated separately for each term, but a candidate cannot win a term for which they are not running. Elections shall be conducted using a preferential ballot system.

V.6.2 Vice-President, Finances

The Vice-President, Finances, shall be appointed for each term by Council in the previous term.

V.6.3 Software Engineering Representatives

At the start of each term, the students in each on-stream Software Engineering class shall elect members of their class to serve as Software Engineering Representatives for the term, in accordance with the usual process of election of class representatives in the Faculty of Engineering. The available seats shall be divided evenly between the classes to elect, with any extra seats going first to lower-year classes. In the Spring term, seats shall be allocated as if there is a first-year class, but the first-year seats shall remain vacant.

V.6.4 First Year Representatives

”First Year Representatives shall be elected between (inclusively) September 15th and October 15th of the same year, who shall serve until the end of the next Winter term. A First-Year Representative does not lose their seat due to redistribution of seats at the start of Winter term. Elections shall be conducted using a preferential ballot system.

V.7 Eligibility Requirements

In order to run for or serve as a Representative, a member must be in the constituency of their seat or show proof that they intend to register in their constituency in their term of office.

In order to serve as an Executive, a member must be a math student, with no other full-time non-academic commitments, other than a first-year student, and be 18 years of age or older.

If a Councillor or Councillor-elect fails to meet these requirements, then they do not lose their seat automatically, but may be removed from their seat by a majority vote of Council.

No member shall occupy more than one voting seat on Council in the same term simultaneously, but a member may run simultaneously for one Executive seat and one Representative seat in the same term, and member in a Representative seat in a given term may run in a by-election for an Executive seat in that same term. If a member is elected to both an Executive and a Representative seat simultaneously, then they take the Executive seat and the votes cast in the Representative election are reevaluated with the member disqualified. If a Representative is elected to an Executive seat, then they lose their Representative seat.

V.8 Quorum

Two-fifths of all voting members of Council shall constitute a quorum.

V.9 Sessions

For greater certainty, each meeting as called in accordance with this document, plus its adjournments, constitute a single session of Council.

V.10 Speaker & Secretary

The Speaker of Council and the Secretary of Council shall be appointed by Council. If there is no Speaker and/or no Secretary, then Council may not proceed to any other business until a Speaker and/or a Secretary is appointed. At the end of each term, the Speaker and Secretary are automatically resigned, although they may resign or be replaced by Council at an earlier time. At any time when there is no Speaker and/or no Secretary, the President shall have the powers and duties of the Speaker and/or Secretary, as appropriate.

V.10.1 Duties of the Speaker

The Speaker has the following duties:

- Serve as the presiding officer of Council;
- Interpret this and any other governing documents of the Society, subject to appeal to Council or a general meeting;
- Arrange for and advertise meetings of Council;
- Ensure that all Council members have access to the official notice forum, if any; and
- Ensure that Council meetings are called regularly.

V.10.2 Duties of the Secretary

The Secretary has the following duties:

- Serve as the secretary of Council;
- Record attendance of Council meetings, including when a member is more than one half-hour late for a meeting and if they sent notice of their absence;
- Distribute minutes of each Council or general meeting in a timely manner after that meeting;
- Absent a decision to the contrary by the assembly, serve as the secretary of general meetings;
- Report to Council when a Councillor is failing to meet the requirements of office; and
- Maintain and update the official copies of this document and any other vital documents of the Society, including internal policies and external agreements.

Article VI. Executive

VI.1 Composition

The Executive Board of the Society shall be composed of five officers: the President; the Vice-President, Finances; the Vice-President, Operations; the Vice-President, Internal; and the Vice-President, Academic.

VI.2 Duties and Powers

The Executive are responsible for performing all duties assigned to them by a decision of the Society, and are accountable to Council and to every member of the Society (including, but not limited to, at a general meeting) for the actions they take in performing their duties and exercising their power.

The Executive are responsible for generally maintaining the affairs of the Society between meetings of Council, making recommendations to Council for action, and ensuring that decisions of the Society are implemented. No action of the Executive shall conflict with any decision of the Society.

No Executive shall approve funding to any organization in which they hold an executive or similar position, unless such funding has explicitly been approved by a decision of the Society.

All of the Executive are expected to attend regular meetings with representatives of the Deans office.

The Executive Board is expected to send out regular communications to students in the constituency.

VI.2.1 President

The President is the chief executive of the Society, and shall:

- Arrange for, advertise, and, absent a decision of the assembly to the contrary, chair general meetings;
- Represent the Society at official functions and public occasions;
- Serve as an ex-officio member of all committees and boards of the Society, except for committees whose purpose is primarily to nominate or recommend persons for an award or office;
- Verify the validity of petitions of the Society;
- Work with external organizations on behalf of the Society;
- Where not provided otherwise by a decision of the Society, make appointments of members to external bodies on behalf of the Society, and in any case communicate the appointments to those bodies;
- Represent the Society and its members to other organizations;
- Attend meetings of the Feds Committee of Presidents;

- Work with the other Executive to ensure that the transition from one term to the next goes smoothly; and
- Oversee the Math C&D and the C&D Manager

For greater certainty, the President need not seek election to external bodies in order to satisfy the requirement that he represent the Society and its members.

VI.2.2 Vice-President, Finances

The Vice-President, Finances is responsible for the financial affairs of the Society and shall:

- Keep accurate and complete records of the finances of the Society;
- Prepare a budget, an opening financial report, and a closing financial report for the Society for each term and present them to Council;
- Present up-to-date financial reports to termly general meetings.
- Manage the accounts and funds of the Society;
- Within two weeks of a request, present the financial records of the Society to any member; and
- As soon as possible at the start of the term, check the accuracy and consistency of the previous term's financial records.

VI.2.3 Vice-President, Operations

The Vice-President, Operations is responsible for the day-to-day operations of the Society and shall:

- Oversee and manage the services operated by the Society;
- Oversee and manage the Society Office;
- Allocate and manage the use of any space allocated to the Society; and
- In conjunction with the other Executives, arrange suppliers for the Society and ensure that the Society is stocked in any supplies it needs.

VI.2.4 Vice-President, Internal

The Vice-President, Internal is responsible for overseeing Society events and shall:

- Serve as the final approver for all Society events, ensuring that all Society events have the appropriate documentation, including insurance coverage and/or event forms;
- Encourage members to become more involved in the Society and ensure that the opportunity exists for them to do so;
- Oversee all volunteers of the Society, including selection of directors;

- Oversee all internal organizations on behalf of the society, including Clubs and Affiliates, ensuring they are supported in their endeavours and compliant with MathSoc policy and financial/accounting requirements;
- Meet with every club/service executive at least once each term;
- Ensure that volunteers within the Society are appropriately recognized for their efforts; and
- Ensure that the spirit of Math does not leave the Society.

VI.2.5 Vice-President, Academic

The Vice-President, Academic is responsible for academic operations of the Society and shall:

- Represent the Society and its members to the Faculty, to the University, and to the Federation of Students on academic issues;
- Ensure that members have access to up-to-date academic information;
- When changes are made to the programs offered by the Faculty, if necessary, suggest changes to the way that Council seats are allocated to accommodate the changes.
- In conjunction with the other Executives, organize events and manage services of an academic nature.

For greater certainty, the Vice-President, Academic need not seek election to external bodies in order to satisfy the requirement that he represent the Society and its members.

VI.3 Incapacitation

In the event that an Executive becomes unable to fulfill their duties, then three voting members of Council may, with the written approval of the Dean or his designate, declare that Executive to be incapacitated. An Executive may also declare themselves to be incapacitated by written submission to the rest of Council.

If an Executive, including the President, is declared incapacitated or ceases to hold their position for any reason, a decision of the Society shall appoint an interim replacement. If it is necessary for Council to make the appointment, Council shall convene as soon as is practicable to do so, and the remaining Executive, if any, shall recommend a potential appointee at that meeting. If one voting member of Council is appointed as interim replacement for an Executive, then for the duration of the time that they serve as interim replacement, their original powers and duties shall be suspended and, if the replacement is themselves an Executive, an interim replacement shall be appointed for them and so on. For greater certainty, the duties and powers referred to in this paragraph include those of being voting member of Council, as is inherent in each of the Executive positions.

An Executive may resume their duties by providing written notice to Council at least three days in advance. A notice by an Executive declaring themselves to be incapacitated for a fixed period of time counts as notice for this purpose. At the date specified in the notice, unless indicated otherwise by an intervening written notice from that Executive, they resume their duties and powers. If their interim replacement was another Executive, then that Executive resumes their duties at the same time with no requirement of notice on their part.

VI.4 Remuneration of Executives

As a form of compensation, each Executive will receive an honorarium of \$300 for serving in a given academic term, provided that they have been in the role for the majority of the term, are still in their role on the last day of the term. This honorarium will be awarded through a single payment within two weeks of the report on their performance being presented to a General Meeting. This does not preclude other non-monetary compensation.

In the event that an Executive fails to effectively perform his or her duties, a resolution by a General Meeting of the Society may strip them of their honorarium with a two-thirds vote, provided that the meeting occurs before the payment is awarded. Debate on any such resolution will be held in secret session, without the presence of the Executive(s) in question. Furthermore, if a voting member so desires at the General Meeting, discussion of the Executive(s)' evaluation report (as presented by the Executive Evaluation Committee) will also be held in secret session, without the Executive(s) in question.

Article VII. General Meetings

VII.1 Convocation

General meetings of the Society may be called by any of the following:

- The President;
- Council;
- A general meeting; or
- Any one hundred voting members, upon petition in writing;

A general meeting shall be held in the third month of each term. If, by the start of the month in which a meeting is to be held, the President has not made public the date of the meeting, then any member may call the meeting, the above notwithstanding.

VII.2 Notice & Agenda

Notice shall be delivered to the voting members of the society via their official university email no less than 10 business days before the meeting.

The complete agenda, including the full text of any motions for which notice shall be required, shall be delivered to the voting members of the society via their official university email no less than 5 business days before the meeting.

Posters detailing the time, place, and tentative agenda shall be posted in physical and visible locations within the Faculty buildings (currently DC, MC, M3) no less than 5 business days before the meeting.

The society should endeavour to publish notice of a meeting in the appropriate student publications.

Prior to five business days to the meeting, items can be added to the agenda by the President, by Council or by any twenty five voting member, upon petition in writing.

VII.3 Members

All voting members are entitled to participate at general meetings. All other members of the society are entitled to participate in a non-voting capacity.

VII.4 Proxies

Each member is entitled to designate anyone as a proxy to participate in his place at a general meeting. No person may be proxy for more than one principal at the same meeting. Proxies shall be submitted in writing to the President at least 24 hours prior to the start of the meeting.

The principal's rights as a member, voting or non-voting as the case may be, are transferred to the proxy and the proxy possesses them independently of any rights they may already have as a member. This may entitle them to two votes or double the usual speaking time. A proxy shall use the rights conferred in this fashion as directed by the principal.

VII.5 Quorum

25 votes, counting proxies, constitute a quorum.

VII.6 Powers

A general meeting has full power over the Society and its affairs, except as limited by this document or by a decision made by referendum or at a general meeting.

For greater certainty, a general meeting can exercise any power that Council can exercise, including powers related to Council's internal affairs.

Article VIII. Referenda

VIII.1 Initiation

From time to time, the Society may consult its voting members by the means of a referendum.

A referendum may be called by any of the following:

- The President;
- Council;
- A general meeting; or
- Any one hundred fifty voting members of the Society, upon petition in writing.

The decision or petition requisitioning a referendum must include the full and exact text of the question.

VIII.2 Procedure

Conspicuous and copious notice of at least seventy-two hours shall be given to all voting members of the Society of the referendum, including those not currently studying full-time.

The remainder of the referendum procedure shall be defined by decision of the Society.

VIII.3 Resolution

The results of a referendum are fully binding on the Society until legally overturned. For a period of eight years after a referendum, the referendum cannot be overturned except by another referendum. After that, any decision of the Society can overturn a referendum.

The members of the Society shall be informed of the results of a referendum as soon as possible and in a manner similar to the way in which the notice was given.

VIII.4 Reconsideration

A referendum on substantially the same question as one held in the past four years shall be deemed to be a reconsideration of the earlier referendum. Notwithstanding the above, a reconsideration can be called on and only on the petition in writing of at least as many voting members of the Society as voted for the winning outcome of the earlier referendum.

No reconsideration may be called within six months of the referendum it is to reconsider without approval of Council by a two-thirds majority vote. No reconsideration may be called within eighteen months of a prior reconsideration of the same referendum.

VIII.5 Recall

A referendum may be called to remove a specific voting member and/or member-elect from Council. Notwithstanding the above, such a referendum can be called on and only on a petition in writing of at least one hundred fifty voting members, in the case of an Executive position, or of at least twenty five voting members in the appropriate constituency, in the case of a Representative position. In the case of a person elected for multiple positions, the petition requirements stand for each individual position.

If such a referendum passes, then its sole effect is to remove the person from their position on Council and/or to cancel their election thereto. They are eligible to run again in a by-election or any subsequent election. If re-elected after being recalled, no further recall referendum may be called for that position without approval of Council by a two-thirds majority vote.

Article IX. Collapse & Dissolution

The Society shall be deemed to be collapsed if, for a period of at least seven months, no quorate meeting of Council nor general meeting is held.

In the event of a collapse, then notwithstanding the rest of this document, any voting member may call a general meeting, and this meeting has the power to appoint persons directly to Council for the current term. It can remove people from their office but it cannot appoint someone to an office for which they are not eligible.

If no quorate meeting of Council nor general meeting is held for fourteen months, the Society shall dissolve. Otherwise, the Society can dissolve only by referendum. In the event that the Society dissolves, all of its assets shall go to the Federation, to be used for the establishment of a new society for students of the Faculty or to otherwise benefit the students of the Faculty.

Article X. Parliamentary Authority

The Society shall use the most recent edition of *Robert's Rules of Order, Newly Revised* as its parliamentary authority, and it is binding on the Society where not contradicted by this document or any other decision made with due authority.

Article XI. Amendments

Amendments to this document may be made by a referendum or by a two-thirds majority vote of Council or of a general meeting, with notice.

If an amendment is made by Council, then it can take effect immediately (or as specified in a proviso), but it shall be subject to confirmation by a general meeting. A general meeting may reject or confirm the amendment - if rejected or if not confirmed by the end of the subsequent regular termly general meeting, then the amendment is reversed and no subsequent amendment by Council of similar substance has any effect until confirmed at a general meeting. An amendment passed at a general meeting implicitly confirms similar amendments by Council.

XI.1 Contracts

For the Society to enter into or assent to an amendment to a contract that binds it for a duration of more than one term, it must be explicitly approved by the same process as an amendment to this document, except that there is no requirement of confirmation by a general meeting.

External agreements entered into by the Society must be compliant with this document and any relevant decisions of the Society. Additionally, unless it terminates sooner, the Society can enter into an agreement only if it contains a clause requiring that it be reviewed by the parties to it no less often than once every four years.

Appendix A. Method of Equal Proportions

To allocate the Representative seats on Council, first allocate to each constituency a single seat. Then, for each constituency, its priority is $P = \sqrt{\frac{c}{n(n+1)}}$, where n is the number of seats already allocated to that constituency, and c is the number of constituents in that constituency.

Once the priorities have been calculated, the constituency with the highest priority is allocated an additional seat, and its divisor and priority are recalculated. This process is continued until all 30 seats have been allocated.

If multiple constituencies are tied for the highest priority, then they are all allocated a seat simultaneously, unless that would bring the total number of allocated seats above the maximum, in which case the tie will be broken in favor of the constituents in the constituencies. If there is a

further tie, then previous terms' data shall be consulted in reverse chronological order until a term is found in which there is no tie. In the exceptionally unlikely event that the tie remains unbroken, it shall be broken in favor of the first constituency listed in this document.