

Carleton University Debating Society Constitution

It is hereby declared that the Carleton University Debating Society exists to the following ends:

To foster clearheaded and open-minded discussion among the individuals, communities, and organizations of Carleton University on issues relating to Carleton University, the City of Ottawa, Ontario, Canada, and the World;

To develop the skills and confidence of all members of the society to better participate in such discussion;

To represent Carleton University and advance its reputation in formal and informal debating competition, at all levels.

We call into force this Constitution of the Carleton University Debating Society on April 8, 2001.

Article I – The Organization

1. The Organization shall be known as the Carleton University Debating Society (CUDS), and herein after shall be referred to as the “Society.”
2. The Society shall operate as a non-profit organization.
3. The official Mascot of the society shall be XERXES – the four-foot inflatable androgynous space-alien.
4. As official debating association of Carleton University, the Society shall represent the University as an independent member of the Canadian Universities Societies for Intercollegiate Debate (CUSID) and its related organizations.
5. The Society aspires to have its active membership representative of the diverse Carleton University population as a whole.

Article II – Purpose

1. The organization shall provide post-secondary students enrolled at Carleton University a forum in which to exchange ideas and opinions via debate and oration, cultivate skills conducive to logical and reasoned argument, participate in competition and foster friendships amongst members.
2. Members shall assemble to hone skills in Parliamentary debate, oration, seminars, or any other activity pursuant to the Society’s raison d’être.
3. The Society shall abide by all terms and conditions of the Carleton University Students’ Association’s Constitution.

4. The Society shall not tolerate discrimination of any type between members, either during or outside official Society activities. Non-compliance shall result in revocation of membership.

Article III – Membership

1. All students of Carleton University are welcome to become a member of the Society, with the exception of students demonstrated to have been involved in the circumstances resulting in the decertification of the Carleton Dorchester Debating Union. The Chair of any Business or Debating meeting shall be empowered to remove any person who disrupts any proceedings, or acts in a threatening or abusive manner.

2. A Member in Good Standing shall be defined if the individual,

- i. Is a current student at Carleton University,
- ii. Has attended at least four meetings per active academic year OR in some way helped out at a tournament hosted by the Society barring extraneous circumstances

3. Honorary members so named by a simple majority vote of the General Membership or nomination shall be eligible to participate in all society activities.

a) The purpose of Honorary Membership will be to recognize the contributions of members of the Society who will not be returning to the Society in the following academic year.

b) A list of Honorary Members shall be maintained by the President in the Member's Area of the Society website.

c) With the permission of the Honorary Member, they will be featured in the public "Honorary Member" page of the Society website. The feature will include a photo and a short description of their contributions to the Society.

e) Honorary Members have access to club funding subject to TSC discretion

Article IV- Society Funds & The Budget

1. The annual budget must be presented by the Vice President Finance at the Fall Semester Business Meeting and passed by a simple majority.

a. The Budget should detail all foreseeable club expenses including but not limited to tournaments the club will send representatives to, the team and judge

allocations for those tournaments, and the expected total cost of said tournaments.

i. Expenses greater than those approved in the budget for tournaments including but not limited to increased number of representatives sent, or increased expenses related to transport,

accommodations, or registration, in excess of \$300 must be approved by the Executive through a simple majority.

1. When feasible, the executive shall be notified of the proposed increase through the Society's Executive Facebook group, and have 48 hours to cast a vote electronically by indicating to the President if they approve, or reject the proposed increase.
 2. When 48 hours is insufficient time, the President and Vice President Finance will be responsible for approving or rejecting the proposed increase by consensus. Following a decision they must post the proposal, outcome, and rationale in the Society's internal Facebook page within 24 hours.
2. Only Members in Good Standing shall be eligible to receive Society funding for external events. The Society will make every effort to ensure that Members in Good Standing receive the opportunity to attend external events through the implementation of a Financial Accessibility Framework (hereafter referred to as Framework). The Framework will be found in Annex D.
3. The society is prohibited from compensating members for the use of a personal vehicle beyond the cost of fuel and unanticipated, demonstrable costs.

Article V – Business and Debating Meetings

1. The Following outlines Business meeting procedure:

- i) "Business Meetings" shall be held to conduct regular society business, and be held no less than once per semester during the academic year.
- ii) All external and public activities of the Society, including, but not limited to, participating in tournaments, public debates, or taking a position on a matter of public interest, must be approved in principle at a business meeting.
- iii) Regardless of what is Article V, section 1(ii), in situations where potential public activities of the society that could not reasonably have been foreseen arise prior to the next scheduled business meeting, and where it is impractical to defer a decision on the matter to the subsequent business meeting, approval may be sought via a discussion on the internal Facebook group. The approval will follow this process. The membership shall be made aware of this discussion via the internal Facebook group, and any other means deemed reasonable and the period of voting shall not be less than 48 hours, not including statutory holidays. Discussion shall be open to all, but only the votes of members with voting rights shall be counted; quorum must be satisfied. When deemed necessary by the executive, it shall be acceptable to submit votes privately by contacting the President and Vice-President Finance through electronic mail.
- iv) Business Meetings shall be chaired by the President, or in his/her

absence, the Vice President Finance

v) The President shall post the Agenda for a business meeting no less than 2 days in advance of the meeting.

vi) No matter involving the expenditure of society funds in excess of \$100 may be added to a business meeting agenda after it is posted.

vii) A minute taker shall be selected at each meeting.

viii) Minutes from the previous meeting must be posted on the Member's Area of the Society website no more than 48 hours following the business meeting, and they must be approved.

ix) The Executive shall indicate at each meeting those individuals with

voting rights. x) The VP Finance shall provide a financial update at each

business meeting.

xi) The agenda, minutes, financial report, and voting membership shall be posted to the Member's Area of the Society website, and other means that are reasonable

2. Business Meetings are open to the Executive and to voting members, defined as those Members in Good Standing who have helped out at,

i. At least one internal tournament during the current academic semester,

iii. Four Meetings within the past two months of society operations, excluding from the Annual General Meeting to August 31 inclusive.

3. The Executive and voting members shall have the right to,

i. Speak on any Society issue;

ii. Vote at all Business Meetings;

iii. Vote in all elections;

iv. Seek nomination for any executive position.

v. Partake in any events of the Society;

vi. Be informed of all meetings, events, elections, and competitions.

4. The Executive will be the administrative body of the organization, composed of members elected from the General Membership, consisting of,

i. President – Responsible for overall leadership of the Society, coordination of executive duties, chairing meetings, communications with CUSID and the University. Will be the vote holder for CUSID meetings. Official voice of the Society. Tie breaking vote in cases of ties. May delegate responsibilities as need be.

ii. Vice-President Finance – Responsible for maintaining Society records and

managing Society funds, including the administration of the student levy. Responsible for preparing a proposed annual budget in September. Responsible for preparing a detailed statement of society expenses bi-annually, the first before the winter break, and the second prior to the Annual General Meeting. Budget and expense reports should be presented to the membership on the Member's Area of the website, and the membership should be notified on the internal Facebook page. Acts in the absence of the President.

iii. Vice President Communication – Responsible for maintenance of the Society web site, facebook page, servers and fora. Responsible for keeping the society web site updated with all upcoming events, results, tournaments, attendance lists, and minutes in a timely fashion. Also responsible for contacting Honorary Membership to gain consent to post a photo and description of the Honorary Member's contributions on the Society web page. Will also liaison with external organizations, including media organizations, with regards to Society events. Responsible for assisting the equity officers in all relevant are

iv. Vice President Internal – Responsible for society activities within Carleton, including facilitating “Debating Meetings”, and booking rooms for “Training Meetings”, business meetings, tournaments and any other on-campus activities of the Society. And organizing public on-campus debates. Responsible for recruitment and retention of members.

v. Vice President External – Responsible for organizing Society participation in external debating events and making arrangements for the transportation and accommodation of the selected participants.

vi. Vice President French Debate – Responsible for facilitating communication between CUSID-French, French tournament organizers, and executive members of external French clubs. Responsible for training and recruiting Francophones as well as increasing the visibility of the French debating at Carleton

vii. Novice Representative – Responsible for representing the interests of novice members in the Society. To be eligible, a candidate must hold novice status, as defined by CUSID, and is elected by fellow novices no later than October 30.

viii. Vice President Training- Responsible for coordinating and facilitating all society training activities, especially the “Training Meeting”.

5. On executive votes, one vote is accorded to each executive role, regardless of if the role is filled by more than one person.

6. No executive member can occupy more than one executive position concurrently, except in instances where it is not possible to fill the role with an existing CUDS member. In such a case the role of the absent executive member will be absorbed by the president and individual duties will be delegated to willing members of the executive. This transfer of roles does not extend to added voting rights for any executive members.

7. The executive shall have the power to create “officers of the society.” These positions shall be created and given a mandate by the executive. The executive reserves the right to determine how the officers are selected. The mandate of any officer of the society will end on April 30th of the academic year of the appointment, and the executive shall have the power to renew the position.

8. The executive shall appoint two equity officers at the beginning of each academic year to Enforce equity policy.

9. In addition, the Society shall elect Tournament Director(s) who shall be responsible for coordinating and organizing CUDS hosted events, including, but not limited to, the Xerxes and Dorchester Cups. Tournament Directors shall operate as officers of the society, and be responsible to the Executive, not members of it. A Tournament Director may also concurrently sit on the Executive

10. The membership of the society will be required to approve the choice of a Chief Adjudicator for any tournament hosted by the society. Approval is deemed as requiring a 50% plus one vote at a business meeting.

11. Meetings shall be scheduled at least twice per week, where numbers permit, during the sitting academic year.

- i. The “Training Meeting” will be planned and facilitated by the Vice President Training and shall be for the purpose of enhancing the skills and knowledge relevant to debating, such as seminars, activities, etc. Training Meetings should take place once per week during the academic year, except for in reasonable circumstances (ie: conflicting with a Holiday)
 - ii. A list of attendees will be made and published within 24 hours of the meeting on the Member’s Area of the CUDS website.
 - a) Appeals concerning errors on the list can be made to the Vice President Training or another member of the Executive within seven days of the list being posted.
 - iii. Should the Vice President Training be unable to fulfill their duties to prepare and/or facilitate a Training Meeting, they must appoint someone to temporarily assume their duties.
- b) The “Debating Meeting” will be facilitated by the Vice President Internal, and shall be for the purpose of running practice rounds.
- i. A list of attendees will be made and published within 24 hours of the meeting on the Member’s Area of the CUDS website.
 - a) The list should also detail if the attendee debated, judged, or observed.
 - b) Appeals concerning errors on the list can be made to the Vice President Internal or another member of the Executive within seven days of the list being posted.
 - ii. Should the Vice President Internal be unable to fulfill all or part of their duties for a Debating meeting, they must appoint someone to

temporarily fulfill their duties.

10. Quorum for Business meetings is any three (3) Executive members, or one (1) Executive member plus three (3) voting members.

11. To the Best of the societies' ability, any funds allocated by the departments or units of Carleton University must be allocated by the Society generally, and not to an individual member.

12. Voting members shall be allowed to submit directed proxies to business meetings in the period between the posting of the agenda and the time of the meeting. Proxies must follow regulations stipulated for all other proxies, and must include a reason as to why the member cannot attend the business meeting that the executive deems to be a sufficient barrier to attendance.

Article VI- Annual General Meetings

1. The Following outlines the process for holding the Annual General Meeting:

- i) An Annual General Meeting shall be held no more than 3 weeks after the CUSID National Championship.
- ii) Executive elections shall be held at the Annual General Meetings.
- iii) Any constitutional amendments may be considered without advance notice at the Annual General Meeting
- iv) The President shall announce the date of the Annual General Meeting no less than ten days in advance.

2. In general, decisions of the Society at the Annual General Meeting or Business meetings should not be amended or overturned until the subsequent Annual General Meeting. In exceptional cases, decisions may be overturned at a business meeting by a two-thirds vote of the members present.

Article VII – Elections and Impeachment

1. The Executive shall be elected for a term of one year at a General Meeting.

2. Notice to all members shall be given ten days prior to a General Meeting being held for the purpose of conducting an election or by-election.

3. Elections shall proceed as follows:

- i. Members may nominate any member for any Executive position;
- ii. After nominations are presented, nominations will be closed and speeches shall be heard from all nominees;
- iii. Where there is one nominee for the position, that person shall be acclaimed to that position following a certification vote;

iv. Where there is more than one nominee for the position, a secret ballot shall be cast and the winner shall receive the majority of votes for that position. Should no nominee receive more than fifty percent of eligible votes cast, a second ballot shall be cast excluding the nominee with the fewest votes. This shall continue until such a time as a Nominee receives more than fifty percent of eligible votes cast;

v. If an Executive position becomes vacant during the year, a by-election shall be called to fill the position at the earliest possible time.

vi. Upon completion of the election, the newly elected executives shall take their respective offices up to three weeks thereafter. The intervening period of time should be used to transfer all necessary articles, effects, legal authorities, etc. from the departing Executive to the incoming Executive.

4. Any Executive member may be removed from office when the person

- i. Is no longer a Member of the Society,
- ii. Violates the Society Constitution or CUSA Constitution, and
- iii. Is incompetent, negligent or untruthful in the carriage of duties intrinsic to the position.

5. At least ten days notice of impeachment must be given to the Executive Member in question and members of the General Assembly.

6. During a motion of impeachment, the Executive Member in question shall have the opportunity to speak to the motion in front of voting members.

7. The Executive Member shall be removed from office if two-thirds of the members vote in favour of the motion to impeach. A by-election pursuant to Article V, Section (3), Subsection (vi) shall be conducted immediately. In the event of an election where the final two candidates receive an equal number of valid votes, each voting member shall be allowed to vote three times, distributing those between candidates as they see fit.

8. All members with voting rights may submit their vote through a proxy for all elections, constitutional amendments, and the Annual General Meeting. The President will post the proxy policy to the internal Facebook page no less than 7 days in advance of the relevant meeting. Those seeking to submit a proxy must contact the President and the Vice President Finance no less than 2 days in advance of the meeting. The onus will be on the member submitting a proxy to ensure that it is received.

Article VIII – Constitutional Amendments and Organization Dissolution

1. Notice of a motion for Constitutional Amendment must be given to the society on the society's internal Facebook page no later than two weeks prior to the motion being heard and voted on at business meeting or at the Annual General Meeting. The notice must include the exact wording of the proposed amendment and the name of the mover.
2. The Constitution shall be amended if two-thirds of the members present vote in

favour of the amendment at the business meeting or at the Annual General Meeting.

3. Any amendments to a Constitutional Amendment motion must be friendly to the original mover.

4. On dissolution of the Society all assets gained through CUSA shall be returned to CUSA and all other assets shall be given to a charity so chosen by the Executive.”

Appendix A - Tournament Participant Selection Policy

1. Teams and/or individuals who are chosen to go to tournaments will be decided in a closed meeting of the tournament selection committee (TSC), on a tournament-by-tournament basis. Proposed funding for each tournament will still be proposed by the executive and passed at business meetings. The TSC will be composed of five members, including the President, who will act as chair, the Novice Representative, and three members of the society. The additional members of the TSC will be elected on a yearly basis at the AGM, by the same procedures that apply to the executive elections, except that each member of the society will vote by single transferable vote.

2. Interpretation of these criteria is not binding, however, they should be used unless there are exceptional circumstances. It shall be implemented fairly across all candidate teams, with interpretation based on the goals of the tournament. Following the team selection meeting, the results will be announced, and a rationale, agreed upon by members of the TSC, will be told to tournament applicants. Decision made by the TSC can be overturned by a two-thirds majority vote of all membership present at the meeting.

a) The bidding process will include an option to request a reason for decision if not selected or given a stated partner preference to be sent privately to the debater with 24 hours of the decision being released.

2. In addition, should a member of the Society have obligations to attend a tournament, including such reasons as being a member of the national CUSID executive, the society may choose to subsidize up to half of their costs for transportation at the discretion of the executive.

3. The TSC will decide and announce pairings in a timely fashion, allowing for at least one business meeting between the announcement of pairings and the date of departure for the relevant tournament

Appendix B: Team Allocation and Hybrid Policy

1. The allocation of teams and judges to individual tournaments shall be decided by the President and Vice-President (Finance) in consultation with the Executive and Society, per 4(i) and 4(ii). All teams shall have their registration, accommodation, and transport reimbursed by the Society within the bounds of what is allocated by the budget. Should a Society member choose to use transport or accommodation in excess of the costs allocated by the President, Vice President (Finance) and Vice President (External),

they shall be reimbursed for an amount up to the budget's allocation for individual transport, yet will have to incur all further costs themselves.

2. Should the team and judge allocation for an individual tournament be filled by bidding members of the Society, Hybrid teams shall not be funded in any circumstances. Exceptions to this rule are outlined below.

Hybrid teams are defined as teams consisting of one member of the Society, competing with another non-member at a tournament and not counting towards the Society's tournament allocation.

Members of the Society participating in Hybrid teams at tournaments where CUDS is also participating may apply to have their half of the hybrid's team registration fee reimbursed by CUDS. For such an application to be considered, the following conditions must be met: If members of the Society are also competing at the tournament under the auspices of CUDS, AND If the bidding process by Members of the Society has not filled the team and judge allocation given in the budget, AND If the CUDS Executive has decided not to alter our registration for that particular tournament.

3. Such an application will be considered by the members of the CUDS Executive and the Tournament Selection Committee and may be approved or rejected at their discretion. Funding of additional costs (accommodation and transport) shall be decided at the full discretion of the TSC and Executive, but priority for numerically limited accommodation and transport shall still be given to members competing as CUDS teams.

4. A Member of the Society may only be granted a single Hybrid reimbursement per academic year.

Appendix C – Selection Policy for World University Debate Championships

1. Once classes have ended, the Executive shall set a deadline for members to indicate their interest in attending World University Debating Championships, and give notice to the Membership no less than 10 days beforehand. At this point, anyone who has indicated their interest is then committed.

2. Debaters will be required to submit their top 3 results from any university-level, English-language tournaments they have competed at. The results must include the tournament name & year, speaker ranking & number of speakers, team ranking & number of teams, if the team broke, and the team's outround performance

3. The Special Tournament Selection Committee (STSC), consisting of the Tournament Selection Committee and up to two additional individuals appointed by the Tournament Selection Committee with the purpose of contributing specialized knowledge, will then assign points based on performance at these 3 tournaments up to a maximum of 20 points. Points will be calculated as follows:

a) The President will provide the STSC with a list of tournaments to grade. These will include all of the tournaments submitted by the applicants and, at the discretion of the President, may include additional tournaments to

increase blindness. The STSC will then give a grade out of 10 to each of the tournaments, 1 being a very, non-competitive tournament, and 10 will be the most difficult and competitive tournament.

Tournaments should be ranked relative to one another.

b) Once tournaments have been graded, Final Scores will be calculated using the following formulas:

a. Whereas,

i. F = the final score for previous results awarded to the debater

ii. T = the total score for a single tournament

iii. A = the grade given to that tournament by the STSC

iv. B = the team ranking at the tournament

v. C = the number of Teams competing at the tournament

vi. D = the speaker ranking at the tournament

vii. E = the number of speakers competing at the tournament

viii. F = the break bonus

1. The break bonus will be automatically awarded as follows: 1.5 points for breaking, 1 additional point for going through to the next round, and 1.5 points for winning the tournament, up to a maximum of 5 points.

2. The Formula for the break bonus, where P = the Bonus Points awarded is $P = \frac{1}{2}$

b. Therefore tournament score will be calculated as such

i. $T = F + (A \cdot B \cdot C \cdot D \cdot E)$

c. And, Therefore Final Scores will be calculated as such:

i. $F = \frac{T}{2}$

4. A series of debates will be held, with adjudicators selected by the STSC- bidding members will be responsible for registering any scratches with the President within a reasonable amount of time for the request to be accommodated. Up to 3 debates will be held with partners randomly selected. No one shall debate with the same partner more than once. Judges will have heard every debater at least once. Rounds will be in British Parliamentary Style, except in extenuating circumstances.

5. After the debate-off, the judges will convene and assign speaker scores the debaters. Points will be assigned on the WUDC scale (50-100), with the aggregate score of all rounds divided to produce a debate-off score to a maximum of twenty points.

6. The points from the past results and the debate-off will be added together, and the debaters ranked. The top-ranking debaters will be selected to attend the WUDC, with judging spots being allocated in order of ranking to those who do not qualify for debater spots.

a)Where more than one WUDC team is confirmed as registered, the initial

configuration will pair the 1st and 2nd ranked debaters, and the 3rd and 4th ranked debater, with the 5th ranked debater as judge.

b)The STSC will have the ability to reconfigure World's Pairings in consultation with the relevant parties, but will not be able to make the 5th ranked speaker a debater without one of the top 4 ranked debaters' consent.

7. In the event of a tie in the debaters' rankings, the following criteria take precedence in this order:

1. Speaker rankings over team rankings.
2. Debate-off results over tournament results.
3. BP tournament results over CP tournament results.

8. The President shall break all ties in TSC decisions.

9. All applying members for WUDC Selection shall have been Members in Good Standing, and shall have participated in CUDS for at least the duration of the previous Debate Year.

10. WUDC team members shall, excluding extenuating circumstances that limit tournament participation, be expected to participate in, at minimum, one pro-am pairing at a tournament during the Academic year.

Annex D: Financial Accessibility Framework

1. The Vice-President Finance, in consultation with the Executive and the Society, will make subsidized funding available for Members in Good Standing who seek to attend external events.
2. The total amount of subsidized funding shall not be fixed from year to year, and will be determined through a number of holistic factors. This will include, but not be limited to:
 - a) The financial standing of the society for the upcoming year
 - b) The per-member cost of attending tournaments for the upcoming year (including registration, travel, and accommodation costs)
 - c) The fulfillment of other Society policies relating to recruitment and retention
3. Members in Good Standing will be able to self-identify as individuals requiring subsidized funding to attend external events. Members will be able to self-identify through indicating on the bidding form that they would like access to a given amount of funding for a tournament. The funding allotted to a member will be up to the maximum of the full per member cost for attending a given tournament. The per-member cost for tournaments will be displayed in the annual budget.
4. The TSC will determine which Members will receive subsidized funding for each tournament. Members will be informed if they received funding, and the amount of funding they've been allotted. They will also provide a rationale for members who asked for funding, but could not be accommodated.

Appendix E: Socials Committee

1. The social committee is in charge of planning and executing socials throughout the year for the club. The committee will consist of VP Internal, VP Communications, and 3 other members elected at the Fall business meeting.
2. They will receive funding for their events in advising with VP Finance. They will also provide a rationale for their events, and the funding they receive.

Originally drafted and passed at the Annual General Meeting of the Carleton University Debating Society on April 8, 2001, as amended at the Annual General Meeting of the Carleton University Debating Society of March 28th, 2003, April 7, 2004, April 6, 2005, March 24, 2006, April 5, 2007, April 4th, 2008, April 11th, 2009, April 10th, 2011, March 28th, 2012, April 3rd, 2014, April 6, 2016, April 4th, 2018, April 1st, 2019, October 9th, 2019, September 4th, 2020, October 13, 2022, and April 6, 2023, and October 16, 2023.