

# **The Constitution of the Carleton University History Undergraduate Society (HUGS)**

## **Article I – Name of the Organization**

- i. This Society shall henceforth be known as the “History Undergraduate Society.”
- ii. This Society shall also be lovingly referred to with the abbreviated name “HUGS.”

## **Article II – Purpose of the Organization**

- i. The purpose of the History Undergraduate Society (HUGS) shall be to foster a sense of community for history enthusiasts and students of history at Carleton University.
- ii. The organization will attempt to transcend the boundaries between academia and a casual love of history. Members do not have to be history majors or minors to participate in events or leadership within HUGS.
- iii. HUGS will host social events throughout the fall, winter, and summer semesters which revolve loosely around the theme of history (i.e. trivia will be history themed somehow, movie nights will largely be historical films, fiction or nonfiction)
- iv. HUGS will also endeavour to provide academic support to history students through assignment workshops that will focus on academic writing, proper citation styles, etc.
- v. HUGS will work closely with the Carleton University History Department and the Faculty of said department in order to maximize the effectiveness of the organization
- vi. HUGS shall always strive to contribute to the continued happiness and academic success of its members.

## **Article III – Structure**

- i. The History Undergraduate Society (HUGS) is composed of two component parts: membership (see Article IV) and the Executive Team (see Article V)

## **Article IV – Membership**

- i. There is one level of membership to the “History Undergraduate Society (HUGS) which is General Membership.
- ii. General membership may be attained in two ways:
  1. HUGS has received your email address with your enthusiastic consent and intent to gain General Membership.
  2. You have joined one (or more) of the following social media groups: Discord Server, Slack Channel, MS Teams, Facebook Group.
- iii. It is not necessary to be a History major or minor in order to become a member of the History Undergraduate Society (HUGS), but you must be a current student at Carleton University
- iv. All members who are undergraduate students at Carleton University are eligible to be considered for a position on the Executive Team.
- v. Let it henceforth be known that the membership of any given individual may only be revoked in the case of extreme misconduct (i.e hate speech of any kind, purposefully antagonizing other members, etc.)

## **Article V – Executive**

- i. Individual members of the HUGS Executive Team shall henceforth be referred to as “Execs.”

- ii. The “History Undergraduate Society (HUGS)” Executive Team is comprised of three (3) tiers: The Co-Presidents (Co-Prez), The Vice-Presidents (VPs), who oversee seven (7) subcommittees: Internal Communication (Discord); Finance; Faculty Outreach; Event Coordination; Social Media; Decolonization, Anti-Racism, and Inclusion; and Academics. The final tier is composed of the Councillors who support the VPs and Co-Prez.
- iii. There should never be more than two (2) acting Presidents at any given time.
- iv. Prez for the 2023/2024 academic year: Ally Krueger-Kischak.
- v. Article V.iv will be updated during every summer semester with the names of the Co Prez for the following academic year.
- vi. The Faculty Advisor to the History Undergraduate Society (who must be a member of the faculty of the Carleton History Department) maintains a permanent seat on The Council.
- vii. The Faculty Advisor for the 2023/24 academic year is Marc Saurette.
- viii. Article V.vii will be updated when/if the need arises.
- ix. The roles of the society are as follows:

Roles:

#### President (Pres)

The role of the President is general overseer of VPs. The President organises Executive meetings, chairs said meetings and liaises with staff. The President plays an active role on all aspects of HUGs.

#### VPs

Vice Presidents serve as heads of committees. The VPs, as well as Councilors and the President help make up the Executive Committee. The Committees are as followed:

#### Decolonization:

The Decolonization (Decol) Committee seeks to educate about colonialism and erase colonialism and the privilege it brings from education. The VP of this committee will work with other committees (like Events and Internal) and will also liaise with Professors and Administrators in the hopes of creating a more inclusive curriculum and department.

#### Events:

The Events Committee seeks to contribute to campus life by organising events. These events can be anything from casual tea nights, movie nights and even off campus trips such as museum visits. The VP, as head of the Committee is usually responsible for arranging these events including but not limited to, booking spaces and researching the feasibility of an event and gauging interest in the next event.

#### Internal

The VP of the Internal Committee essentially makes sure that all members follow the HUGS Charter and operate in good faith. The VP is incharge of keeping the roles up to date and if need be, moving members both in and out of Executive

roles. The VP is also seen as the moderator of the HUGS discord server and, when needed, is in charge of communicating with members.

#### Social Media

The Social Media VP is the public face of HUGS. Their main role is maintaining HUGS social media, particularly when there is an event or a release from HUGS. The Social Media VP is also responsible for moderating comments, and making sure that material on the social media accounts are in keeping with HUGS values.

#### Academic

The Academic Committee contributes to academic life by helping students in academic matters. This can range from answering questions, giving advice when asked, and proofreading assignments. The Committee also developed a guide for using the Chicago citation style-the style used in the history department.

#### Councilors

Councillors serve on various Committees and work with VPs. They aid the VPs in helping them with the above mentioned tasks.

### **Article VI – Meetings**

- i. Meetings will take place between Execs as necessary to plan and organize events, budgets, and anything else we might need to do to ensure the smooth running of the organization.
- ii. All members of the Executive Team must be notified of a proposed meeting and are invited to join even if it is outside their committee.
- iii. Not all VPs or Councilors must be present for a meeting, but there must be more than just one person there.
- iv. General Members are encouraged to be present at meetings to share their ideas/ feedback/ participate in event planning, but they are not required to attend meetings to be considered a member of HUGS.
- v. Meetings may be held in-person or online, via Zoom, Discord voice channel, or some other messaging or video conferencing service.
- vi. The decisions made at a meeting are not, as they say, “set in stone.” Rather, meetings are meant primarily to be brainstorming sessions.
- vii. If an in-person meeting is agreed upon, a convenient time must be agreed upon by all involved, and public health guidelines and social distancing measures must be adhered to.

### **Article VII – Elections**

- i. Executive Team members are found by releasing a general call for applicants. The executive team for the upcoming academic year is selected by consensus through an end-of-year Town Hall every March. All executive roles are subject to this process.
- ii. These are the requirements for becoming a part of the Executive Team for the “History Undergraduate Society (HUGS)”:

1. The individual in question is a member of the “History Undergraduate Society (HUGS)” (See Article IV.ii).
  2. The individual in question is an Undergraduate student at Carleton University (See Article IV.iii).
- iii. Exec positions are subject to an annual review, but there is no term limit for any member to sit in an executive role. An executive may return to their executive role if they are selected to continue through the leadership succession process.
  - iv. If an Exec steps down from their role at any time, a new Exec will be appointed through the process outlined in section i-iii of this article. If the role needs to be refilled before the end-of-term March meeting, another Town Hall will be called for the purpose of filling the role via a consensus.

#### **Article VIII – Impeachment**

- i. If an Exec is behaving in a manner that goes against the purpose and goals of the organization, the Executive Team has the right to impeach that member.
- ii. Behaviours against the purpose and goals of HUGS include, but are not limited to: misogyny, racism, homophobia, transphobia, ableism, ageism, Islamophobia, xenophobia, any other undesirable phobias and/or -isms, and extreme uncooperative behaviour.
- iii. If an Exec does something to warrant an impeachment, and the majority of other members of the Executive Team vote for the impeachment of the individual in question, then the Exec will be forced to resign their position.
- iv. In the case of impeachment, a new Executive Team Member will be chosen via the same succession process outlined in Article VII.
- v. The Faculty Advisor will also help to ensure the process of impeachment goes smoothly and fairly.

#### **Article IX – Amendments**

- i. An amendment to any Article within the Constitution of the “History Undergraduate Society (HUGS)” may be proposed by any member of the Executive Team any time and place, and for any reason that they can think of.
- ii. This amendment will be presented at the general meeting at the end of the Winter semester.
- iii. A vote will take place with the general membership to adopt the new amendment.
- iv. A simple majority will be required to adopt the new amendment.

#### **Article X – Dissolution of the Organization**

- i. The History Undergraduate Society (HUGS) shall hopefully never dissolve because history students and history enthusiasts deserve an entity that is devoted to the maintenance of a community of history lovers at Carleton University.
- ii. In the unlikely event of dissolution, all assets gained through CUSA shall be returned to CUSA and all other assets shall be given to the Carleton University History Department.