

Carleton Pathways In STEM Constitution

It is hereby declared that Carleton Pathways in STEM (Science, Technology, Engineering, and Mathematics) exists to the following ends:

- To encourage and promote the pursuit of STEM-related fields of study among the individuals, communities, and organizations of Carleton University, while also fostering a deeper understanding of the multifaceted impacts of STEM on the City of Ottawa, Ontario, Canada, and the World;
- To cultivate and enhance the knowledge, skills, and confidence of all members of the organization, enabling them to actively and constructively participate in the discourse surrounding STEM;
- To represent Carleton University and contribute positively to its reputation through active engagement in STEM-related events, competitions, and initiatives at all levels.

We call into force this Constitution of Carleton Pathways in STEM on July 20, 2023.

Article I: Name of the Organization

The association shall be formally known as "Carleton Pathways In STEM", recognized as such in all legal documents, social media platforms, external communications, promotional materials, and at all affiliated events. Herein, it will be referred to as the "Organization".

Article II: Purpose of the Organization

The Organization exists to empower STEM students at Carleton University with tools, resources, and opportunities to explore diverse career paths. It aspires to break traditional boundaries of STEM professions, showcasing the various possibilities their unique skills can unlock.

To actualize this vision, the Organization will hold workshops, invite speakers from diverse industries, conduct networking sessions, organize career fairs, and more. It aims to inspire innovation and entrepreneurial spirit among the members.

Article III: Structure

The structure of the Organization is comprised of two main bodies: The General Membership and the Executive.

The General Membership, composed of all members, acts as the legislative body. Their functions include voting on key organizational matters.

The Executive is responsible for the daily administration, including decision-making, planning events, and ensuring that the Organization's activities align with its mission.

Article IV: Membership

Membership within the Organization is bifurcated into General Membership and Executive Membership.

General Membership is open to all Carleton University students in STEM disciplines and all Carleton students with an interest in STEM subjects who show interest in exploring their career options. They are eligible to vote in elections, participate in all events, and can engage in any discussions organized by the Organization.

Executive Membership is held by individuals who have been elected to Executive positions and are responsible for guiding the Organization.

Article V: Executive

The Executive consists of four primary positions: the President, Vice President Finance, Vice President External, and Vice President Internal.

The President acts as the chief officer, overseeing operations, setting agendas for meetings, representing the Organization externally, and is the primary decision-maker.

The Vice President Internal assists the President and assumes their duties in their absence. They also manage internal affairs, including oversight of various projects and committees.

The Vice President External is responsible for external outreach of potential speakers and other external bodies to the club and managing the club's social media content.

The Vice President Finance handles the Organization's financial health, ensuring transparency and fiscal responsibility in budgeting, financial planning, fundraising, and maintaining financial records.

The Club Secretary Ensures efficient communication, both internally and externally, manages meeting agendas and minutes, and maintains the Organization's records.

Article VI: Meetings

Meetings form the crux of the Organization's operations, fostering transparent communication and democratic decision-making. Regular meetings will be called by the Executive, with the Secretary responsible for providing adequate notice and information.

Emergency meetings can be called with shorter notice for urgent matters. All meetings will be conducted in an orderly manner with the President or a designated person chairing the meetings.

Article VII: Elections

Elections for Executive positions will be held annually during the end of winter semester. The election process, including the timeline, position descriptions, and nomination process, will be communicated to the General Membership in advance.

Eligibility to run for an Executive position requires a member to be in good standing and to have been a member for at least one semester prior to elections. General members would have to have gone to at least four club organized events to qualify for executive membership. The Executive will appoint two neutral Succession Officers (to hold on another accountable) to oversee the election process and announce the results. Voting will be done via ranked ballots, where voters rank their preferred candidates (first choice, second choice, etc.). If a candidate receives more than 50% of the first-choice votes, they win. If not, the candidate with the least first-choice votes is eliminated. The votes of the eliminated candidate are then redistributed based on the second choices on those ballots. This process continues until a candidate has a majority.

Article VIII: Impeachment

Grounds for the impeachment of an Executive member include any violation of the club constitution, Carleton's Rights and Responsibilities, and/or failure to fulfill executive duties. Any member may bring forward a request for impeachment to any executive member. Upon receiving such a request, the concerned executive has 10 days to convene a meeting involving the general membership. The reasons for impeachment will be thoroughly reviewed at this meeting. A subsequent vote will be conducted with the general membership to determine the fate of the accused executive. A simple majority is required for impeachment. If a petition for impeachment, signed by at least one-third of the General Membership and detailing the grounds for impeachment, is submitted, it must be duly addressed by the Executive.

Article IX: Amendments

Amendments to the constitution can be proposed by any member of the Organization. Proposed amendments must be submitted in writing to the Executive, who will share them with the General Membership in advance. Approval of amendments requires a two-thirds majority vote of the General Membership.

Article X: Dissolution of the Organization

In the event of dissolution, all assets and properties obtained through CUSA must be returned to CUSA. Any remaining funds will be donated to a not-for-profit organization related to STEM education. The decision to dissolve can be made only by a two-thirds majority vote of the General Membership.

Article XI: Committees

The Executive can establish and dissolve committees as needed. Each committee will be chaired by an Executive member, and will include General Members. The committee chair will be responsible for the operation of the committee, and will regularly report to the Executive and the General Membership.

Article XII: Compliance and Constitutional Review

The Organization commits to comply with all local, provincial, and federal laws, as well as the rules and regulations of CUSA. This includes non-discrimination policies, intellectual property policies, and all other policies established by CUSA. The Organization will ensure its practices are ethical and transparent.

The Constitution shall be reviewed annually at a designated Constitutional Review Meeting. The review evaluates the Constitution's effectiveness and proposes amendments to better serve the Organization's mission.

Article XIII: Transparency and Accountability

The Organization commits to maintaining transparency in its operations. Meeting minutes, financial reports, and other significant documents will be accessible to all members. The Executive will regularly communicate with the General Membership about the Organization's activities, plans, and progress.

Article XIV: Conflict Resolution

In the event of a conflict among members or between a member and the Executive, an initial attempt to resolve the issue informally is encouraged. If this does not result in a satisfactory resolution, the matter can be brought to the Executive for mediation. If conflicts escalate or remain unresolved, the Executive can seek guidance from a neutral third party.

Article XV: Non-Discrimination

The Organization pledges to maintain a respectful, inclusive environment that welcomes diversity. Membership and participation are open to all, regardless of age, race, religion, sex, sexual orientation, disability, or national origin. Any act of discrimination or harassment can result in disciplinary action.