



Hindu Students' Society Constitution

Carleton University

Article I - Name

The name of this organization shall be Carleton University Hindu Students' Society, hereafter referred to as Carleton HSS, HSS, or Hindu Students' Society. Hindu Students' Society is representative of students within Carleton's community who are Hindu and/or are open to wanting to learn more about Hinduism. HSS is a non-partisan group whose views will not be representative of any other organization.

Article II - Vision, Purpose, and Mission

Section IIa) **Vision** - The vision of HSS at Carleton is to create a vibrant and inclusive community for Hindu students and those that are interested in learning about Hinduism. We ultimately strive to help foster a sense of belonging, promote spiritual growth, and celebrate Hinduism's rich religious heritage along with the Carleton community.

Section IIb) **Purpose** - The purpose of HSS is to provide a platform for Hindu students to engage in meaningful discussions and activities that help deepen their understanding and appreciation of the traditions, values, and practices within Hinduism. We also seek to educate the broader Carleton community who may be interested about Hinduism as well.

Section IIc) **Mission** - Our mission here at HSS is outlined well in 3 main pillars:

1. Organizing events, workshops, and celebrations that highlight the spiritual and religious aspects of Hinduism. This includes, but is not limited to, the celebration of holy Hindu festivals such as Diwali and more.
2. Educating students through the club's social platforms by providing fact-checked information and context about Hinduism's history, traditions, etc.
3. Provide resources and support for Hindu students to practice their faith and engage in personal growth.

Article III - Structure

Section IIIa) The General Membership shall be the legislative body of the organization and shall be composed of all members.

Section IIIb) The Executive shall be the administrative body of the organization and shall be composed of members elected by the General Membership.

Article IV - Membership

Section IVa) The Hindu Students' Society's Membership shall be open to all undergraduate students at Carleton University. The club's membership cannot be exclusive towards any group of students at Carleton University.

Section IVb) The Hindu Students' Society may grant graduate students at Carleton University and others in the community membership in the Organization, however they must not have voting rights in elections and must have a membership classification in Article III - Structure.

Section IVc) Membership in The Hindu Students' Society shall be valid from May to April each academic year.

Section IVd) Only undergraduate students enrolled at Carleton University may serve on the Executive Team of The Hindu Students' Society. Graduate students may only serve a non-voting, advisory capacity.

Article V - Executive

Section Va) The Hindu Students' Society shall be governed by a steering committee of six-seven elected members, including an executive President/Co-Presidents, a Vice-President for Finance, a Vice-President for Events, a Vice-President for Research, a Vice-President for Communications, and a Vice-President for Media. This steering committee will also have a team of executives working under their guidance to fulfill

the responsibilities of each respective department, as well as any additional areas if applicable.

Section Vb) Executives of the Hindu Students' Society shall be elected between the end of the Winter Term (April) and beginning of Summer Term by a simple majority vote by all the registered members of the organization.

Section Vc) Executives shall take office the summer term and shall serve for one academic year.

Section Vd) When a vacancy occurs, a by-election must take place within 30 days of the vacancy.

Section Ve) Duties of executives:

- **President/Co-Presidents:**
 - Preside over executive and general meetings.
 - Represent HSS at official functions and in communications with university administration.
 - Oversee and support the work of the executive team.
 - Ensure the society operates in accordance with its constitution and mission.

- **Vice President Finance:**
 - Manage the society's budget and financial records.
 - Prepare financial reports for the executive team and general membership.
 - Oversee fundraising efforts in collaboration with the Executive Fundraising.

- **Executive Fundraising:**
 - Develop and implement fundraising strategies.
 - Identify and pursue funding opportunities, including collaborations and sponsorships.
 - Work closely with the VP Finance to manage funds raised.

- **Vice President Events:**
 - Plan and coordinate HSS events, including cultural celebrations, workshops, and social gatherings.
 - Oversee logistics, including venue booking, catering, and marketing.
 - Work with the Executive Events to delegate tasks and ensure successful event execution.

- **Executive Events:**
 - Assist the VP Events in planning and executing HSS events.
 - Coordinate logistics, including venue setup, equipment, and volunteer management.
 - Help promote events and engage members to ensure strong participation.

- **Vice President Research:**
 - Conduct research on Hindu traditions, philosophy, and current issues relevant to the Hindu community.
 - Compile resources and create educational guides for HSS members and the broader Carleton community.
 - Collaborate with the Executive Research to organize content for workshops, seminars, and discussions.

- **Executive Research:**
 - Assist the VP Research in conducting research and developing educational content.
 - Help coordinate research-based events and initiatives.
 - Maintain a database of relevant resources and contacts.

- **Vice President Communications:**
 - Manage HSS's internal and external communications, including email and social media (Instagram, Linktree, etc.) content.
 - Develop and implement communication strategies to engage members and promote HSS activities.
 - Work with the Executive Communications to ensure consistent branding and messaging.

- **Executive Communications:**
 - Assist the VP Communications in creating and distributing content across various platforms.
 - Monitor and respond to inquiries and messages from members and the public.
 - Help maintain and update the HSS social media accounts.

- **Vice President Media:**
 - Oversee the creation and distribution of visual content, including photos, videos, and graphics.
 - Coordinate with the Executive Media to document HSS events and activities.
 - Manage the society's media equipment and resources.

- **Executive Media:**
 - Assist the VP Media in capturing and editing visual content.
 - Help maintain the HSS media archive and ensure proper storage and organization of files.
 - Support the development of promotional materials and campaigns.

- **Executive Social:**
 - Plan and coordinate social events and activities for HSS members.
 - Foster a sense of community and belonging within the society.
 - Work closely with the VP Events to integrate social elements into HSS programming.

Article VI: Meetings

Section VIa) Meetings of the General Membership:

- **Meetings of the General Membership can be called:**
 - At the request of the President, for a meeting to be held not less than one week from the date of publication of the notice;
 - At the request of the Executive, for a meeting to be held not less than one week from the date of publication of the notice; or
 - At the request of any five members of the Organization.

- A minimum of one meeting of the General Membership must occur per year in the spring for the purpose of elections.
- The presence of at least five members or the majority of members, whichever is less, shall be necessary to constitute a meeting of General Membership for the exercise of its powers

Section VIb) Meetings of the Executive Committee:

- **Meetings of the Executive Committee shall:**
 - Be held at regular intervals and are for the purpose of running the club.
 - Votes by the Executive Committee on club business shall be declared by a simple majority.

Article VII: Leadership Succession

Elections

The Organization has chosen to run elections for its Leadership Succession. The following are the steps necessary to be taken to run elections.

Section VIIa) HSS will appoint a Succession Officer for their club to run elections. Ideally, this decision will be made in a consensus manner. This person will be any one (1) of the following:

- A neutral party to all elections being held within the club
- A member of the Clubs Oversight Commission
- A member of the CUSA Clubs Office
- A member of HSS or an external student non-member

Section VIIb) HSS will work with the Succession Officer to set the date of final voting membership purchase, campaign start, campaign end, voting start, and voting end.

Section VIIc) Students-at-large must have the opportunity to join HSS after the announcement of a campaign, but should not be allowed to join during a voting period.

Section VIId) Every voter has the right to cast their ballot in private.

Section VIIe) Appeals, complaints, or conflicts may be made to the Clubs Oversight Commission by way of emailing the Student Groups Administrator.

Section VIIf) **Timeline:**

- Day 1 - Announcement of campaign, voting, and results announcement dates
- Day 7 - Start of campaign
- Day 10 - last day to buy voting memberships for the club
- Day 14 - end of campaign
- Day 15 - start of voting
- Day 16 - end of voting
- Day 17 - Results announced

Section VIIg) The Club will run a first past the post-style election to elect the executive positions of the President/Co-Presidents, VP Finance, VP Events, VP Communications, VP Research, and VP Media.

Section VIIh) Candidates on the ballot shall be organized alphabetically by last name, with a box to be filled, marked, or checked for a single option/candidate.

Section VIIi) A final “no-confidence” option will be offered at the bottom of the ballot.

Section VIIj) Any ballot with multiple boxes clearly marked will be discarded as “spoiled.”

Section VIIk) Upon counting of the vote, the candidate with the most votes will be considered elected to the position.

Article VIII: Impeachment

Section VIIIa) **Impeachment initial procedure:**

- To remove a member, HSS will first consult the CUSA Clubs Membership Removal Committee (MRC)
- The CUSA Clubs Membership Removal Committee (MRC) will advise on the next steps for our club.

- Should the CUSA Clubs Membership Removal Committee (MRC) advise that HSS proceed with membership removal, the following steps will take place:

Section VIIIb) **Impeachment for Removing an Executive Role:**

- Grounds for impeachment of a club member include any violation of the constitution, the governing documents of CUSA, committing an act (or acts) which negatively affects and/or harms the interests of the clubs and its members, and/or failure to fulfill executive duties.
- Any member can bring forward a request for impeachment to any executive. Within 10 days of receiving this request, the executive will host a meeting with the general membership. At this meeting, the complaint will be reviewed. The member bringing forward the complaint and the accused executive shall be given time to speak.
- A vote for impeachment with the general membership will be conducted. The accused executive shall not be permitted to vote. A simple majority will be needed to impeach the executive. Impeachment of an executive results in their removal from office and as a member of HSS.

Section VIIIc) **Membership Impeachment:**

- Grounds for impeachment of a club member include any violation of the constitution, the governing documents of CUSA, and committing an act (or acts) which negatively affects and/or harms the interests of the clubs and its members.
- Any member can bring forward a request for impeachment to any executive. Within 10 days of receiving this request, the executive will host a meeting. At this meeting, the complaint will be reviewed. The individual bringing forward the complaint and the person accused shall be given time to speak.
- A vote for impeachment within the executive will be conducted. A simple majority of executives will be needed to impeach the member. Impeachment of a member results in their removal as a member of HSS.

Article IX: Amendments

Section IXa) Any member can propose an amendment to the constitution. This amendment will be presented at the annual general meeting and a vote will take place with the general membership to adopt the new amendment.

Section IXb) A simple majority will be required to adopt the new amendment.

Article X: Dissolution

In the event of the dissolution of the organization, all remaining assets shall be returned to their original sources or distributed as determined by the Executive Board.