

CAMS KIDS CONSTITUTION 2024-2025

Article I Name of the Organization

1. The Organization shall be known as the Cam's Kids Carleton and hereinafter shall be referred to as the "Club"

Article II Purpose of the Organization

1. The Cam's Kids Foundation is a not-for-profit organization established in 2015 in memory of Cameron Hicks, who suffered from anxiety in his early teens and learned to overcome it. He was 19 years old attending the University of Ottawa when he was fatally struck by a motor vehicle. Cam's kindness and caring lives on through the foundation.
2. **Our Vision:** Everyone is aware of the Cam's Kids Foundation and are able to identify anxiety and discover the resources they need to overcome it. Create a safe space to encourage healthy and open conversation surrounding mental health and reduce the stigma
3. **Our Mission:** The Cam's Kids Foundation's mission is "Supporting Young People Struggling with Anxiety". Our objectives to deliver on this mission are threefold:
 - I. Create awareness of common anxiety symptoms in young people and assist them in early identification.
 - II. Provide tools, lifestyle tips and resources which empower young people to learn how to manage and overcome anxiety.
 - III. Encourage peer-to-peer support through our Nationwide Ambassador Program by sharing people's stories, raising awareness of mental health, and creating a judgement free community.

Article III Structure

1. The General Membership shall be the legislative body of the organization and shall be composed of all members.
2. The executive shall be the administrative body of the organization and shall be composed of members elected by the general membership.
3. The executive structure will be composed of team leads, and teams composed of heads and coordinators as follows:
 - 2-3 Team Leads
 - Financial Officer
 - Social Media Coordinator(s)
 - Events Coordinator(s)
 - Ambassadors

Article IV Membership

1. There shall be levels of membership within the organization: Team Leads, Team Heads, Coordinators and general ambassadors, together referred to as “members”
2. All members can vote or run for Team Lead and Coordinator positions.

3. Membership in the organization shall be open to all Carleton University students as defined by the Carleton University Academic Calendar
4. In the event that a member of the organization violates the organization's Constitution or CUSA's Constitution and disciplinary action is being considered, the Team Lead shall report it to the Clubs and Societies Commissioners.
5. Membership is valid from May to April each academic year.
6. Members will be notified of meetings via the Cam's Kids 2024-2025 Instagram group chat, or email.

Article V Member Responsibilities

Below are the positions and their responsibilities

1. Team Leads

- Official representatives of the Carleton U Chapter for Cam's Kids Organization
- Work alongside, supervise and coordinate the work of teams, which are composed of one or more coordinators.
- Organise and record meetings, along with relaying important information discussed within meetings to Members

2. Financial Officer

- Report financial information to the Team Lead/Co-Team Leads
- Responsible for the enforcement of financial policies as outlined by CUSA
- Act as a liaison between the Society and the Student Union in all content related to funding

3. Social Media Coordinator(s)

- Assist with making collaborations with clubs/societies on campus
- Work with the Event Team and the Social Media team to advertise and plan events

4. Event Coordinator(s)

- Help brainstorm events and ideas
- Assist with asking ambassador what events the team would be interested in
- Help plan and coordinate events

Article VI Meetings

1. Monthly Team Meetings will be held to plan and provide updates on current and upcoming initiatives, introduce new team members to the group, and discuss new ideas.
2. Public notice will be given through Instagram group and are open to all members of the Carleton Cam's Kids chapter
3. Team Leads must ensure to communicate with program leaders:
 - a. Participate in Bi-Monthly Leadership Calls: Approximately once or twice a semester Brittany McGibbon and Andrew Hicks, the Cam's Kids Ambassador program leaders will facilitate a conference call for all the Ambassador program team leads. This call will serve to provide an opportunity for everyone to provide updates as to how their teams are doing, initiatives they have completed the previous month, and progress towards upcoming initiatives.
 - b. Cam's Kids Ambassador Leadership Team Instagram Group: Upon becoming a school leader you should have received an invite to join the "Cam's Kids Ambassador Leadership Team" Instagram Group. You can use this group to ask questions of your fellow Ambassador team Leads, post updates on initiatives or actions being taken in your school and surrounding area, as well to share general information with one another related to the Cam's Kids Ambassador Program.

Article VII Elections

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.

1. The Club executives will appoint a Succession Officer to run elections for the Club.
 - a. A Succession Officer may be any one (1) of the following individuals:
 - i. A neutral party to all elections being held within the club
 - ii. A member of the Clubs Oversight Committee
 - iii. A member of the CUSA Clubs Office
 - iv. A club member or an external student non-member
 - b. All efforts should be made for a Succession Officer to be appointed on a consensus basis. When that is not possible, a recorded vote in a first past the post majority or plurality vote winner will be appointed Succession Officer
 - c. The Organization will work with the Succession Officer to set the date of final voting membership purchase, campaign start, campaign end, voting start, and voting end.
 - d. Students-at-large will have the opportunity to join the club before the start of voting
 - e. Every voter has the right to cast their ballot in private
 - f. During counting, candidates may select an individual who is not a candidate to be present for counting and scrutinizing
 - g. Appeals, complaints, or conflict may be made to the Clubs Oversight Committee by way of emailing the Student Groups Administrator
 - h. Timeline:
 - i. Day 1 - Announcement of campaign, voting, and results announcement dates
 - ii. Day 7 - Start of campaign
 - iii. Day 10 - last day to buy voting memberships for the club
 - iv. Day 14 - end of campaign
 - v. Day 15 - start of voting
 - vi. Day 16 - end of voting
 - vii. Day 17 - Results announced
2. The Club will run a first past the post-style election to elect the executive positions of Team Leads

a. 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.

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

c. Any ballot with multiple boxes clearly marked will be discarded as “spoiled” d. Upon counting of the vote, the candidate with the most votes will be considered elected to the position

Article VIII Impeachment

- To remove a member, our Club will first consult the CUSA Clubs Membership Removal Committee (MRC)
- The CUSA Clubs MRC will advise on next steps for the club
- Should the CUSA Clubs MRC advise that the club proceed with membership removal, the following steps will take place:

Impeachment for Removing an Executive Role:

1. Grounds for impeachment of a club member include any violation of the constitution, the governing documents of CUSA, committing an act (or acts) that negatively affect and/or harms the interest of the club and its members and/or failure to fulfill executive duties.
2. 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 provided with time to discuss.
3. 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 will result in their removal from office and as a member of the club.

Membership Impeachment:

1. 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 club and its members.
2. 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 provided with time to discuss.

3. 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 the club.

Article IX Amendments

- The Executive Board shall review and make recommendations on all bylaw revisions once a semester throughout the year
- Any general member of the club can propose an amendment
- 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.
 - A simple majority will be required to adopt the new amendment.
- A copy of any amendments to these bylaws must be submitted to CUSA within two weeks after adoption
 - Amendments can be approved by a vote within the general membership.

Article X Dissolution of the Organization

1. Upon dissolution of the Organization all assets gained through CUSA shall be returned to CUSA and all other assets shall be given to CUSA or the Cam's Kids Foundation.

July 28, 2024

Signed and Approved By

Liv Rodger; Co-Team Lead

Sophie Watt; Co-Team Lead