

Constitution of Bridges (International) Carleton

Article One – Name and Purpose

1. The official name of the recognized student group is Bridges. It may also be referred to as Bridges (CU), Bridges of CU , Bridges – Carleton, Carleton Bridges. It may also be referred to by its previous names: P2C-IS, It has also previously been called P2C International Students. It may also be referred to by a mix of the current name and previous names. No other names may be used to refer to this club.
2. There is no official acronym or abbreviation at this time.
3. Bridges is affiliated with Power to Change (P2C), Power to Change–Students (P2C-S) and Bridges International. It is also associated with, Ottawa International Students (OIS) and Helping International Students (HIS).

Article Two – Purpose and Objectives

1. The purpose, objectives, mission of the organization is to:
 - a. offer service and hospitality to international students (and other interested students); support international students practically as they adjust to living abroad and to student life
 - b. offer friendship and community to international students; support international students socially as they develop a network of both local and international friends in the campus community and the city
 - c. encourage students to consider spiritual questions and explore their spirituality; support international students spiritually as they think through life’s big questions and explore faith
 - d. to connect students with opportunities for service in the city of Ottawa and around the world, including through Bridges
 - e. to develop students as leaders
 - f. to train interested students (domestic and international) in Christian spiritual disciplines
2. Bridges seeks to achieve the aforementioned objective by means of (but not limited to);
 - a. offering social events
 - b. collaborating with organizations in the city that are aligned with our purposes and values
 - c. hosting programs that provide practical, social, and/or spiritual support that help international students thrive and enjoy life in Canada (such as career support, holiday dinners, etc.)
 - d. hosting program and dialogues around spiritual topics, particularly as they relate to Jesus

- e. communicating ongoing opportunities for service in the city of Ottawa and beyond
 - f. provide mentorship and leadership development opportunities
3. Bridges joins with Power to Change in their Statement of Faith.
 4. Bridges is (applying) also considered a Carleton University Student Association (CUSA) club and thus is responsible to operate within the rules and regulations as outlined by the most current CUSA manual.

Article Three – Membership

1. The group shall maintain a list of group members.
2. Membership is limited to Carleton University students
3. Membership in Bridges signifies that a member will respect, affirm, and contribute to the core purposes and beliefs as outlined in Article II.
4. Voting membership is open to all registered students of Carleton University.
5. Voting membership is open only to registered students of Carleton University.
6. Unless otherwise stated, all persons are welcome to attend meetings and events of Bridges, subject to the cost, space, and or time limitations that there may be. Membership shall not be a prerequisite for participation except in voting at the Annual General Meeting and in holding executive positions.

Article Four – Rights of Members

1. All voting members have a right to attend all general meetings of members.
2. All voting members have a right to cast votes at all general meetings of members.
3. All voting members have a right to stand for election unless otherwise stated in this document.
4. All voting members have a right to cast votes in all group elections and referendums.
5. All voting members have a right to propose and vote on amendments to this constitution.
6. The rights prescribed in Article Four are not awarded to non-voting members as described in Article Three.

Article Five - Executive Committee

1. The core positions on the incoming executive group will be determined at an election at an annual general members meeting (AGMM) to be held before Winter session ends.
2. All members are allowed to run for core positions on the executive group.
3. There will be an Election Orientation Meeting to explain the roles and responsibilities of executives. This meeting is mandatory.
4. The term for all positions on the Executive Committee shall be from May 1st to April 30th.
5. The executive group shall coordinate policies and overall program for the effective accomplishment of the purposes of Bridges and shall be the final authority in all matters pertaining to Bridges.
6. The positions for the incoming executive group will be submitted with the list of the executives to Carleton University's Student Union(CUSA).
7. The Executive Committee shall be comprised of three (3) voting members.
8. All voting members of the Executive Committee must be currently registered students of Carleton University
9. Non-voting members may hold only non-voting positions on the Executive Committee.
10. The maximum number of non-voting positions on the Executive Committee shall be one (1) position or ten per cent (10%) of the positions on the Executive Committee, whichever is greatest.
11. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
12. No person may serve as a financial authority or signing authority for the group if they are currently serving as a financial authority or signing authority for another recognized student group at the Carleton University
13. The core positions of the executive group must consist of at least the following positions:
 - a. President;
 - b. Vice-President/Treasurer
 - c. Secretary

Article Six - Executive Committee Composition and Duties

1. The President shall:
 - a. Be eligible to cast votes at meetings of the Executive Committee,
 - b. Oversee the operations, management, and success of the group,
 - c. Serve as spokesperson for the group to the Student Administrative Council and to other organizations,

- d. Endeavour to provide leadership to members of the club by his/her participation and example,
 - e. Preside over meetings of the Executive Committee and/or members including general meetings,
 - f. Ensure a transition of office from one year to the next.
 - g. Have signing authority for the club along with the VP/Treasurer.
2. The Vice-President/Treasurer shall:
- a. Be eligible to cast votes at meetings of the Executive Committee,
 - b. Assume duties of the President in their absence,
 - c. Ensure activities of the club comply with policies of Carleton University
 - d. Coordinate organizational recruitment efforts.
 - e. Record all financial transactions of the group,
 - f. Hold signing and financial authority along with the President,
 - g. Maintain a budget of income and expenses,
 - h. Advise members on financial position of the group,
 - i. Prepare an annual budget for the group.
3. The Secretary shall:
- a. Be eligible to cast votes at meetings of the Executive Committee,
 - b. Maintain a list of group members,
 - c. Plan and oversee general members meetings
 - d. Oversee various events and club opportunities,
 - e. Delegate various efforts to club leaders,
 - f. Maintain the group website and member contact list,
 - g. Record notes and motions for meetings,
 - h. Notify all members of general meetings.
4. Honorary members of the executive group shall:
- a. Participate in decision making made by the executive group on behalf of the club

Article Seven – Elections (Leadership Succession)

Bridges(International) Carleton 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 in the Executive Committee. 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 President, VP finance. 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.
- a. A final “no-confidence” option will be offered at the bottom of the ballot.
 - b. Any ballot with multiple boxes clearly marked will be discarded as “spoiled.”
 - c. Upon counting of the vote, the candidate with the most votes will be considered elected to the position.

Article Eight – Meetings

Meetings of the General Membership, sometimes known as Annual General Meetings (AGMs), are necessary to accomplish important club business including elections and constitutional amendments. Meetings of the Executive Committee are necessary for day-to-day operations and to accomplish the objectives/goals of the club.

Meetings of the General Membership

1. Meetings of the General Membership can be called:
 - a. 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;
 - b. 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
 - c. At the request of any five members of the Organization.
2. A minimum of one meeting of the General Membership must occur per year in the spring for the purpose of elections.
3. Quorum of the General Membership
 - o 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

Meetings of the Executive Committee

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

Article Nine Impeachment

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

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

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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) which negatively affects and/or harms the interests of the clubs 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 given time to speak.
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 results 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 clubs 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 given time to speak.
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.

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Article 10 – Amendments

1. 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.
2. A simple majority will be required to adopt the new amendment.

Article 11-Dissolution:

Upon dissolution of the Organization, all assets gained through CUSA shall be returned to CUSA and all other assets shall be given to the Ottawa Food Bank.