

BASS Constitution & By-Laws

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Preamble

We, as the members of the Business Administration Student Society (BASS) at Simon Fraser University and governed by the Simon Fraser Student Society, hereby establish this Constitution to govern our organization. This document shall serve as our guiding principles and by-laws.

BASS's main objectives are to enhance student engagement and enrich student life through events, advocacy, and resources. To achieve these goals, we commit to the following:

- I. BASS shall organize extracurricular initiatives supporting professional, social, and academic interests.
- II. BASS shall promote student involvement alongside education, offering opportunities for engagement to its members.

- III. BASS shall provide students and affiliated clubs with valuable resources that empower their growth and initiatives.
- IV. BASS shall advocate for fair and respectful treatment of all members, regardless of factors including age, race, gender, cultural background, country of origin, sexual orientation, or disabilities.
- V. BASS shall strengthen ties among its members, students, student groups, University faculty and staff, and the external community, mindful of its impact on the BASS and the Beedie School of Business reputation.
- VI. The aims and objectives of the society shall be consistent with those of the Simon Fraser Student Society (SFSS) Constitution and policies.

By-Law 1: Definitions and Interpretations

This Constitution shall be interpreted in a manner consistent with the laws of Canada and of the province of British Columbia. The Constitution shall be interpreted by the President of BASS (in consultation with the BASS Executive Council), under the overarching governance of the Simon Fraser Student Society (SFSS).

The following terms will be used throughout this document and, unless otherwise defined within a by-law, shall be interpreted to mean:

- 1. “Annual General Meeting”: a yearly gathering of BASS members to provide updates on activities, financial status, and future plans.
- 2. “Appointment”: a non-elected position.
- 3. “Associate Vice-President”: members sitting on the Executive Council without voting rights.
- 4. “BASS”: Business Administration Student Society.
- 5. “Beedie initiatives”: student-run activities of the Beedie School of Business, including but not limited to case competitions, events, and programs.
- 6. “Beedie School of Business”: Business Administration Undergraduate Program at Simon Fraser University.
- 7. “BoA”: Board of Advisors for BASS.
- 8. “Chairperson”: a person responsible for organizing and running meetings.
- 9. “Coordinator”: appointed positions who report to and assist the Vice-Presidents and Directors in the operations of BASS.
- 10. “Clubs”: clubs partnered by the Beedie School of Business, as recognized by the Beedie School of Business.
- 11. “Constitution”: the BASS constitution which governs the affairs of BASS.
- 12. “Director”: positions appointed to assist either the Executive Council or the Operations portfolio in the operations of BASS.

13. “DSU”: departmental student union as defined by the Simon Fraser Student Society.
14. “Executive Council”: the BASS Executive Council.
15. “Fiscal year”: the period of May 1st to April 30th, inclusive.
16. “General council”: the collective body of individuals who hold positions within BASS.
17. “Good academic standing”: an individual meeting good academic standing CGPA requirements as defined by Simon Fraser University and/or the Beedie School of Business.
18. “Inactivity”: a situation where BASS or the President is not actively functioning, engaging, or fulfilling its operational duties.
19. “Incoming”: individuals who have been elected or appointed to assume positions within BASS on May 1.
20. “Membership”: the most current count of the individuals who are members of BASS, provided by the Simon Fraser Student Society and/or Beedie School of Business.
21. “Motion of non-confidence”: a voting process among the BASS Executive Council where members express a lack of trust or support in a member of the BASS Executive Council or BASS Board of Advisors. A successful motion of non-confidence results in the removal of the member from their position.
22. “Organizing committee”: appointed positions that are responsible for planning, coordinating, and executing specific events, activities, or projects.
23. “Outgoing”: individuals who currently hold positions within BASS but are approaching the end of their term on April 30.
24. “Portfolio”: an area of responsibility of a President, Vice-President, or Director of the Executive Council.
25. “Referendum”: a vote by BASS membership on a single question.
26. “Regulations and policies”: any rule, standing order, or administrative policy enacted by BASS.
27. “Removal”: the procedure to take an individual out of their role within BASS.
28. “Qualified majority”: a value equal to or more than $\frac{2}{3}$.
29. “SEDO”: the Student Engagement and Development Office at the SFU Beedie School of Business.
30. “Semester”: an academic calendar semester, as defined by Simon Fraser University.
31. “Senior Advisors”: positions appointed by the BASS Executive Council to the Board of Advisors, consisting of BASS alumni, that support and advise the operations of the BASS Executive Council.
32. “SFSS”: Simon Fraser Student Society.
33. “Simple majority”: a value of $50\% + 1$.
34. “Signing officer”: members of the Executive Council able to represent BASS, except in legally binding contracts.

- 35. “Special General Meeting”: a gathering of BASS members convened by the BASS Executive Council outside of the regular Annual General Meeting schedule to address specific urgent matters.
- 36. “Special resolution”: a resolution where members gather at a meeting to discuss and vote on a motion of high importance
- 37. “Term”: from the incoming turnover date until the outgoing turnover date.
- 38. “The society”: the Business Administration Student Society.
- 39. “University”: Simon Fraser University in Burnaby, British Columbia.
- 40. “Vice-President”: members sitting on the Executive Council with voting rights

By-Law 2: Membership

2.1 Eligibility

2.1.1 The membership of BASS shall be all undergraduate students of the Faculty of Business Administration, who are declared business administration majors, business administration minors, joint business administration majors, double business administration majors and students enrolled in a business departmental class in any given semester.

2.1.2 Non-members of BASS may participate in BASS or BASS-related activities, exclusive of Executive Council positions, but members shall always take precedence.

2.2 Rights and Responsibilities

2.2.1 All members of BASS may vote at BASS’s Annual General Meetings, Special General Meetings, elections, by-elections, and referenda.

2.2.1.1 No proxy votes shall be permitted.

2.2.2 All members of BASS may put forth any business on the Annual General Meeting or Special General Meeting agenda, as approved by a qualified majority of the attendees at the Annual General Meeting or Special General Meeting.

2.2.3 All members of BASS may nominate for elected positions of BASS, in accordance with By-Law 4.1.2.5.

2.2.3.1 Only declared business administration majors and joint majors at the Beedie School of Business may run for election or be appointed to an Executive Council position.

2.2.4 All members of BASS may submit or sign a petition calling for a Special General Meeting or a removal of appointed BASS Executive Council positions, in accordance with the entirety of By-Law 3.4, the entirety of By-Law 4.1.4, and the entirety of By-Law 5.

2.2.5 All members of BASS may access BASS Executive Council meeting minutes, in accordance with By-Law 3.1.4.3.

2.2.6 Referenda

2.2.6.1 Any member of BASS may initiate a referendum by submitting a written proposal to the Executive Council. A valid proposal shall outline the purpose, objectives, and details of the referendum, along with the signatures of at least 5% of the most recent membership count as defined by BASS or 150 members in support of the proposal, whichever is lesser.

2.2.6.1.1 A valid referendum shall not conflict with the BASS Constitution or SFSS faculty student union governing documents, unless it specifically aims to amend the BASS Constitution.

2.2.6.2 Upon receiving a valid referendum proposal as outlined in By-Law 4.1.4.1, the Executive Council shall initiate the referendum and ensure that all members are informed about the upcoming referendum.

2.2.6.3 The referendum process shall include a defined period during which members can cast their votes on the proposed matter. The specific voting method, be it electronic or paper-based, shall be determined by the Executive Council to ensure fairness and accessibility.

2.2.6.4 The outcome of a quorate referendum shall be the option receiving a simple majority vote.

2.2.6.4.1 Quorum shall be the lesser of 2% of the most recent membership count as defined by BASS or 100 members of BASS.

2.2.6.5 If the outcome of the referendum supports the proposed matter, the Executive Council shall take appropriate actions to implement the decision in a timely manner, in accordance with the organization's constitution and by-laws.

2.2.6.6 The results of the referendum shall be communicated to the membership promptly after the conclusion of the voting period.

By-Law 3: Structure and Governance

3.1 Executive Council

3.1.1 Composition

3.1.1.1 All Vice-Presidents of the Executive Council shall be declared business administration majors at the Beedie School of Business in good academic standing.

3.1.1.2 The BASS Executive Council shall be comprised of the following:

- I. President
- II. Vice-President Finance
- III. Vice-President Human Resources
- IV. Vice-President Operations
- V. Vice-President Events
- VI. Vice-President Corporate Relations
- VII. Vice-President Marketing Design
- VIII. Vice-President Marketing Strategy
- IX. Director of Administration
- X. Director of Technology Management
- XI. Director of Environmental, Social, & Governance
- XII. Directors or Associate Vice-Presidents as appointed and recognized as executive members by the President

3.1.1.3 Executive Council members listed in By-Law 3.1.1.2I to By-Law 3.1.1.2XI shall be voting members of the Executive Council. Members listed in By-Law 3.1.1.2XII shall be non voting members of the Executive Council.

3.1.1.4 Members of the BASS Executive Council shall not be remunerated by BASS.

3.1.2 Powers

3.1.2.1 The Executive Council may carry out the operations and management of BASS in a manner consistent with the recommendations of the BoA.

3.1.2.2 All decisions made by the Executive Council shall be passed by a simple majority unless otherwise specified by another regulation or policy.

3.1.2.3 The Executive Council shall hold all Budgetary Powers as set forth in the entirety of By-Law 6.2.

3.1.2.4 The Executive Council may, by a qualified majority:

- I. Create or amend any regulation or policy in the governing activities of BASS so long as they are consistent with the SFSS
- II. Delegate its powers and duties to standing committees and the other bodies of BASS, by way of regulations and policies
- III. Create or remove any Director, Coordinator, Associate Vice-President, or Organizing Committee position
- IV. Approve the fiscal budget proposed by the Vice-President Finance
- V. Approve any unbudgeted expense up to a maximum of 30% of the previous year's revenue or \$35,000, whichever is the lesser of the two

3.1.2.5 The signing officers of BASS shall be the President, Vice-President Human Resources, and Vice-President Finance.

3.1.3 Duties

3.1.3.1 The Executive Council shall:

- I. Officially represent members
- II. Ensure that the BASS membership is kept informed of all matters affecting membership
- III. Conduct day-to-day operations of BASS
- IV. Initiate projects and/or appoint members to undertake special projects as required.

3.1.3.2 The President shall be the official liaison between BASS and the Beedie School of Business Undergraduate Program, Simon Fraser Student Society, Beedie Departmental Student Unions, and Beedie clubs; and direct, coordinate, and supervise the duties of the Executive Council

3.1.3.3 The Vice-President Finance shall be responsible for the financial planning and management of BASS's assets and liabilities; and ensure the long-term financial viability and sustainability of BASS.

3.1.3.4 The Vice-President Human Resources shall manage the recruitment and human resources planning for all unelected BASS positions and proceed as acting President in the event of resignation, recall, or a period of inactivity of 21 days.

3.1.3.5 Appointed Executive positions shall fulfill their duties as assigned by the President or as outlined in the job description for the position, as posted to the BASS website for the term in which they were hired.

3.1.4 Meetings

3.1.4.1 The Executive Council shall meet a minimum of once a month.

3.1.4.2 The President shall have the power to call an Executive Council meeting as necessary.

3.1.4.3 All Executive Council meetings shall have recorded minutes that are open to the members of BASS unless specifically deemed in-camera, at the discretion of the Executive Council.

3.1.4.3.1 An in-camera meeting requires a qualified majority vote of the Executive Council.

3.1.4.3.2 A sign-in list for each meeting must be kept and included in the meeting minutes.

3.1.4.4 Voting on any motion shall be conducted either by a show of hands or by a secret ballot at the request of any member.

3.1.4.5 Quorum is achieved when two-thirds of the BASS Executive Council, consisting of those with voting rights as listed in By-Law 3.1.1.3, are present.

3.1.4.6 No proxy votes shall be submitted.

3.2 Board of Advisors

3.2.1 The BASS Board of Advisors (BoA) shall be the advisory body of the Business Administration Student Society.

3.2.2. The BoA shall be comprised of:
I. BASS President

- II. BASS Vice-President Human Resources
- III. BASS Vice-President Finance
- IV. A minimum of two and a maximum of four appointed Senior Advisors
- V. A representative from the Student Engagement and Development Office (SEDO) at the SFU Beedie School of Business, as appointed by SEDO.

3.2.3 The BoA term shall run concurrently with the BASS fiscal year.

3.2.4 The BoA shall:

- I. Advise on the long-term strategy of BASS in achieving its mission
- II. Review and recommend any decision of the Executive Council that requires a qualified majority vote
- III. Make recommendations on issues of concern regarding the reputation or future viability of BASS
- IV. Provide assistance to the Executive Council in any facet of the operations upon request

3.2.5 The BoA shall meet as often as deemed necessary by the President or the Executive Council.

3.2.6 All positions shall have voting rights on the BoA. In the event of a tie, the President shall receive a second vote.

3.2.7 Quorum is achieved when two-thirds of the BoA are present.

3.3 Departmental Student Unions and Beedie Clubs

3.3.1 The concentrations of the Beedie School of Business may be constituted as Departmental Student Unions, so long as they are constituted as DSUs by the SFSS.

3.3.2 Beedie clubs shall consist of all student-run organizations as recognized and supported by the Beedie School of Business.

3.3.3 BASS shall operate with an upside-down umbrella structure, which implies that while BASS does not possess governing authority over DSUs and Beedie clubs, it actively seeks to nurture a supportive and synergistic relationship with these entities. The relationship between BASS and DSUs/Beedie clubs is characterized by mutual respect, cooperation, and shared goals.

3.3.3.1 BASS shall provide a platform for collaboration, knowledge sharing, and collective growth among its affiliated DSUs and Beedie clubs. BASS shall acknowledge its role in offering support and resources to affiliated DSUs and Beedie clubs.

3.3.3.2 BASS shall respect the autonomy and independence of DSUs and Beedie clubs while encouraging collaboration.

3.3.4 Beedie Presidents Council

3.3.4.1 The Beedie Presidents Council shall be a gathering of the Beedie student-run organizations to encourage collaboration and communication regarding any important items that pertain to Beedie student-run organizations and Beedie undergraduate students.

3.3.4.2 Beedie Presidents Council shall be comprised of:

- I. The BASS President, who is the Chairperson
- II. The President of each recognized Beedie DSU
- III. The President of each Beedie club, as recognized by the Beedie School of Business
- IV. The President or equivalent of each Beedie student-run initiative as recognized by the Beedie School of Business, for the term specified by their formal job description or fiscal year; limited to one vote per organization

3.3.4.3 All decisions made by the Beedie Presidents Council shall be passed by a simple majority unless otherwise specified by another regulation or policy.

3.3.4.3.1 Decisions made by the Beedie Presidents Council may include, but are not limited to:

- I. Courses of action in collective communication to SFSS and SEDO
- II. Collective partnerships with external organizations
- III. Motions of recommendation to the BASS Executive Council on issues of concern for the Beedie DSUs, Beedie clubs, and BASS membership
- IV. Long-term strategic goals of the Beedie Presidents Council

3.3.4.4 The Beedie Presidents Council shall hold meetings at least two times a semester. Meetings shall be chaired by the BASS President.

3.3.4.5 Quorum is achieved when two-thirds of the Beedie Presidents Council are present.

3.3.4.6 No proxy votes shall be submitted.

3.4 Resignation or Removal

3.4.1 Any member of the Executive Council or Board of Advisors may resign from their position by submitting written notification to the Executive Council. Upon resignation, the position previously held by the member of the BASS Executive Council or Board of Advisors shall be considered vacant.

3.4.2 A motion of non-confidence for any appointed member of the Executive Council or BoA may be brought to the President either by a petition signed by 100 members of BASS calling for removal and submitted to the President, or three members of the Executive Council submitting a signed written request to the President.

3.4.3 Recall of an elected member of the Executive Council or BoA shall defer to By-Law 4.1.4.1.

3.4.3.1 A written explanation must accompany any motion of non-confidence and shall be sent to the member of the Executive Council or BoA.

3.4.3.2 For a removal to be approved, the motion of non-confidence must be passed by a qualified majority vote of the Executive Council.

3.4.4 Upon resignation or recall of the President, the Vice-President Human Resources shall proceed as acting President until a by-election.

By-Law 4: Executive Succession

4.1 Elections

4.1.1 Administration

4.1.1.1 The Independent Elections Committee shall be responsible for administering the Elections or By-elections and ensuring they run in accordance with the governing BASS By-Laws and policies.

4.1.1.2 The Independent Elections Committee shall be composed of BASS members who do not hold a position on the Executive Council or Board of Advisors and are not running for an elected or appointed position in the current Elections or By-election.

4.1.1.3 The Independent Elections Committee shall comprise of one Chair and a minimum of two or maximum of four Officers and shall be appointed by a simple majority vote of the Executive Council at least two weeks before the planned nominations period.

4.1.1.4 All voting for elected positions shall be by secret ballot, where the candidate receiving the most votes is elected. In the event of a tie, a new vote shall be held.

4.1.1.5 The Independent Elections Committee shall report on the results of the Elections, By-elections or Referenda within 72 hours of closing the polls or otherwise ensure the results are reported by the SFSS.

4.1.2 General Elections

4.1.2.1 Positions to be elected by the BASS membership are:

- I. President
- II. Vice-President Human Resources
- III. Vice-President Finance
- IV. SFSS Business Representative

4.1.2.2 General elections shall take place during the Spring academic semester, and all dates shall be set by the Independent Elections Committee in consultation with the Executive Council.

4.1.2.2.1 As per SFSS guidelines, the SFSS Business Representative must be elected between the start of week seven of classes and end of week ten of classes in the semester.

4.1.2.3 Elected members shall hold their positions for one year from May 1 to April 30.

4.1.2.4 Due notice of General Elections requires two weeks of advertisements through the following channels:

- I. BASS online platforms
- II. Beedie Dashboard, SEDO newsletter, or an equivalent medium

- 4.1.2.4.1 Notice shall include:
- I. Date(s) that voting shall take place
 - II. Positions vacant
 - III. Dates of the nomination period
 - IV. Location of nomination documents
 - V. Dates of the campaign period

4.1.2.5 BASS members seeking to be considered as candidates in the election shall submit a completed nomination form including:

- I. Twenty nominations from BASS members
 - a. This includes their signatures and student numbers from the respective nominating members
 - b. Members of the BASS executive council shall not nominate or openly endorse candidates
- II. Their most recent academic transcript
 - a. The academic transcript shall be used only for verifying the candidate's good academic standing and status as a Beedie student shall be kept completely confidential

4.1.2.5.1 BASS members seeking to be President must have held a previous executive position in a Beedie DSU, Beedie club, or Beedie-recognized student initiative.

4.1.2.5.2 BASS members seeking to be an SFSS Business Representative must be a business major or joint major at the SFU Beedie School of Business.

4.1.2.6 Eligible candidates shall be notified before the closing of the nomination period.

4.1.2.7 The names of all eligible candidates shall be made public on the BASS online platforms at the start of the campaign period.

4.1.3 By-Elections

4.1.3.1 By-elections shall be called by the Executive Council to fill any vacant elected positions.

4.1.3.2 By-elections are restricted to being called a maximum of once per year and only in the Fall academic semester, except in the case of a vacancy of an elected Executive position.

4.1.4 Recall

4.1.4.1 The members may recall any person elected through a qualified majority vote of the members present at a quorate Special General Meeting called for this purpose. Notice of the meeting shall contain the purpose.

4.1.4.2 A recall vote shall be considered a special resolution and shall adhere to all Special General Meeting By-Laws set forth in the entirety of By-Law 5.

4.2 Transition

4.2.1 Annual Appointments

4.2.1.1 Executive Council appointments shall be administered by the incoming President and incoming Vice-President Human Resource in consultation with the outgoing President, outgoing Vice-President Human Resources, and Senior Advisors.

4.2.1.2 Executive Council positions appointed by the President include: Vice-President Operations, Vice-President Events, Vice-President Corporate Relations, Vice-President Marketing Design, Vice-President Marketing Strategy, and all Directors or Associate Vice-Presidents recognized as executive members by the President.

4.2.2 Turnover

4.2.2.1 The General Council shall be retired on the official turnover date of April 30. At that time, the incoming Executive Council shall assume the powers vested in the offices of the Executive.

4.2.2.2 The Executive Council, prior to the official turnover date per By-Law 4.2.2.1, shall ensure that individual position transition documents for their respective portfolios are updated and provided to the respective incoming executive. Transition documents are subject to determination by the incoming and outgoing Vice-President Human Resources in consultation with the Executive Council.

By-Law 5: Annual General Meetings and Special General Meetings

5.1 The Annual General Meeting shall be held once per year and within six weeks of the beginning of the Fall academic semester as per the Simon Fraser University academic calendar.

5.2 A Special General Meeting shall be convened by the Executive Council within 21 days of:

- I. A qualified majority vote of the Executive Council; or,
- II. Receiving a petition by the membership, which must:
 - a. Be signed by 5% of BASS membership as defined by BASS, or 150 members, whichever is lesser
 - b. Contain the names, student numbers, and signatures of members participating in the petition
 - c. Contain a written explanation of the primary purpose and objectives of the Special General Meeting

5.3 Annual General Meetings and Special General Meetings shall be open to all members of BASS, subject to practical space constraints.

5.3.1 The Executive Council shall have the right to authorize the presence of non-members on a per-case basis.

5.4 Due notice of the Annual General Meeting or any Special General Meeting requires two weeks of advertisement and must state the date, time, location, and proposed agenda of the Meeting through the following channels:

- I. BASS online platforms
- II. Beedie Dashboard, SEDO newsletter, or an equivalent medium

5.5 The current BASS President shall chair Annual and Special General Meetings.

5.6 All members of BASS may put forth any business on the Annual General Meeting or Special General Meeting agenda, as approved by a qualified majority of the attendees at the Annual General Meeting or Special General Meeting.

5.7 The Annual General Meeting must include the following agenda items:

- I. Presentation of the previous fiscal year's highlights and challenges
- II. Presentation of the previous fiscal year's financial statements
- III. Presentation of the current Executive Council's year plan
- IV. Presentation of the current Executive Council's fiscal budget
- V. Filing and ratifying the previous year's Annual General Meeting Minutes

- 5.7.1 The Annual General Meeting may include the following agenda items:
- I. Constitution amendments by special resolution
 - a. Amendments must adhere to all provisions set forth in By-Law 7.3 to 7.3.5.
 - II. Business as put forth by a qualified majority of BASS member attendees at the Annual General Meeting.

5.8. Meeting minutes of Annual or Special General Meetings shall be kept by the Director of Administration or another member of the BASS Executive Council, should the Director of Administration be absent.

5.8.1 Meeting minutes shall include a sign-in list of all attendees and shall include all names of voters.

5.9 Quorum shall be 2% of the most recent membership count as defined by BASS or 100 members of BASS, whichever is lesser.

5.9.1 If 15 minutes have passed and quorum is not met, the meeting shall transact only such business as specifically stated by By-Law 5.7, except for 5.7V.

By Law 6: Financial Affairs

6.1 Annual Budget

6.1.1 The annual budget shall outline the projected financial plan for BASS's upcoming fiscal year, with anticipated revenues, expenses, and allocations for various activities and initiatives.

6.1.2 The Vice-President Finance and the President shall be responsible for creating the initial Annual Budget no later than August 15.

6.1.2.1 Given the potential for significant revenue and cost fluctuations, the budget should reflect a dynamic approach to accommodate changing circumstances.

6.1.2.2 The created annual budget shall be presented to the Executive Council and BoA for review and discussion. The Executive Council and BoA may suggest modifications.

6.1.2.2.1 After discussion and modification, the Executive Council may approve the annual budget by a qualified majority vote.

6.2 Budgetary Powers

6.2.1 By a simple majority, the Executive Council may approve any unbudgeted expense up to a maximum of 5% of the previous year's revenue or \$10,000, whichever is the lesser of the two amounts.

6.2.2 By a qualified majority, the Executive Council may approve any unbudgeted expense up to a maximum of 30% of the previous year's revenue or \$35,000, whichever is the lesser of the two amounts.

6.3 Financial Accountability

6.3.1 The Vice-President Finance shall submit an end-year BASS income statement to be reviewed by the Executive Council within 14 days of the last BASS event of the term.

6.3.1.1 The BASS income statement must be made available to the Executive Council of the following term either by paper or digitally.

6.3.1.2 Any member of the current or following term's Executive Council may request any financial statement such as, but not limited to, the Income Statement, the Balance Sheet, and the Statement of Cash Flows. In this event, the Vice-President Finance must submit the requested document(s) to the respective council(s) within 21 days of the request.

6.3.2 The President, Vice-President Finance, and Vice-President Human Resources shall be the only officers allowed signing authority on the BASS bank account(s). The BASS bank account(s) must require two of the three signatures for all cheques.

6.3.3 The BASS bank account must be under the name "Simon Fraser Student Society Business Administration Student Society" or the equivalent acronyms.

By-Law 7: Constitution

7.1 Governance

7.1.1 The Constitution shall serve as the governing framework for the by-laws, rules and regulations for BASS.

7.1.2 In the event of any conflict between the Constitution and any other document produced by BASS, the Constitution shall take precedence.

7.1.3 In the event of any conflict between the Constitution and Student Union governance documents produced by SFSS, the SFSS document shall take precedence.

7.2 Implementation and Administration

7.2.1 To come into effect, this Constitution shall be ratified by the SFSS's Student Union Organizer.

7.2.2 The Constitution shall be published to the BASS website and SFSS portal or equivalent medium.

7.2.3 The Constitution shall be kept on file and provided to any member who requests it.

7.2.4 The Constitution shall be reviewed by the President on an annual basis.

7.3 Amendments

7.3.1 The Constitution and By-Laws may be amended by:

- I. Special resolution passed at an Annual or Special General Meeting or;
- II. Referenda

7.3.2 Amendments shall be accepted and implemented only where:

- I. A qualified majority ($\frac{2}{3}$) of those participating in the special resolution or referenda vote approves the amendments; and
- II. The total vote count satisfies the quorum requirement as defined in By-Law 5.9

7.3.3 Amendments may be initiated by:

- I. The Executive Council, or;
- II. Petition by BASS membership delivered to the President of BASS that includes:
 - a. 5% of BASS membership
 - b. Names, student numbers, and signatures of all members participating in the petition
 - c. A written request for the amendment to be voted on

7.3.4 Notice of amendments by way of an Annual or Special General Meeting shall follow By-Law 5.4 and shall include the wording of the proposed amendments.

7.3.5 The formatting or presentation of the Constitution may be amended by a qualified majority vote of the Executive Council, provided such amendment in no way materially affects the content or meaning of the document.

7.4 Dissolution

7.4.1 In the event of a two-year period of inactivity of BASS, all BASS assets shall be transferred to the SFSS, to be held in trust for a minimum period of two years.

7.4.2 If BASS is regenerated to represent the interests of students within the Beedie School of Business during the trust holding period, the trust shall be dissolved, and all assets shall be at the direct disposal of BASS.

7.4.3 If the trust has not been dissolved after two years, the SFSS may redistribute the assets as it sees fit.