ISCI SOCIETY

OFFICIAL CONSTITUTION LAST UPDATED THE MONTH OF JULY OF THE YEAR 2023

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1. Name

1.1. The following is the constitution for the Integrated Science Society, the organization representing full-time undergraduate students in the Integrated Science program within the Faculty of Science. In practice, the organization shall be known as the "Integrated Science Society," or the "iSci Society." In all instances of this document, it forms binding terms of reference for its operations and policies.

2. Purpose

2.1. The purpose of the iSci Society is to promote a sense of community within the Integrated Science (iSci) program and to advocate for all students enrolled in the Integrated Science program;

2.2. The Society will be responsible for planning social and academic events and representing the students of the Integrated Science Program to both faculty and the McMaster student community;

2.3. The Society will give the Integrated Science program an outlet for community outreach in order to represent the program to the greater external community;

2.4. The club will actively work and communicate with the faculty and staff of the Integrated Science program to ensure the success of the students in the program.

3. Membership

3.1. Any undergraduate student enrolled in the Integrated Science program is considered to be a general member of the iSci Society;

3.2. Every member is entitled to:

3.2.1. Be represented by the Society;

3.2.2. Be treated with appropriate dignity and respect within the Society;

3.2.3. Attend any meetings of the Executive as a silent observer:

3.2.3.1. Members must email the Vice-President (VP) Internal if they wish to attend the meetings;

3.2.3.2.   Members that wish to speak must inform the VP Internal their intentions to do so and what they would like to speak about. The VP Internal reserves the right to reschedule the request after consultation with the President;

3.2.4.   Run for an elected position for the Core Executive during elections time upon attendance at Winter GA or the optional candidacy meeting;

3.2.5.   Apply for an appointed position for the Periphery Executive;

3.3.   Incoming exchange students shall be entitled to all privileges except the right to vote and to hold elected or appointed office;

3.4.   Outgoing exchange students shall be entitled to all privileges including the right to vote, but may not hold a full-term elected or appointed office during their exchange year:

3.4.1.   Accommodations regarding information about voting and the voting process will be made to these students by the Executive.

4.   General Assemblies

4.1.   Membership of General Assemblies shall include students represented by Section 3;

4.2.   Meetings of the General Assembly shall be called:

4.2.1.   By a majority vote of the iSci Society Executive;

4.2.2.   Upon receipt of written request of twenty (20) percent of general members to the iSci Society Executive;

4.2.3.   At the request of the iSci Society President;

4.3.   At least one General Assembly of the iSci Society shall be held per academic term;

4.3.1.   Winter General Assembly is mandatory for candidates unless there is an alternate candidate meeting (either one applies).

5. Core Executive

5.1. All iSci Society General Members (see Section 3) are eligible to run for a position on the iSci Society Core Executive upon a successful election period:

    5.1.1. The Voting Society Core Executive will consist of members: President, Vice-President (VP) Academic, VP Social, VP Finance, VP Internal, VP Communications, VP External, 4th Year Representative, 3rd Year Representative, 2nd Year Representative, an Academic 1st Year Representative, and a Social 1st Year Representative;

5.2. Eligibility for the position of President is limited to any iSci Society Member who has previously held a one-year term on the iSci Society Core Executive;

    5.2.1. If no member who has previously held a one-year term on the Executive decides to run as President after the nomination period closes, the President position becomes eligible to all Society General Members;

5.3. All positions on the iSci Society Core Executive will have a one-year term lasting from April 1 to March 31;

    5.3.1. The two positions of 1st Year Representatives shall have a term lasting from Week 4 of Term 1 to March 31;

5.4. The iSci Society Core Executive is elected by all members of the iSci Society;

    5.4.1. Voting for Year Representative positions are only open to those students entering in their respective year;

5.5. The iSci Society Executive Must uphold the constitution and all policies, rules, duties, and by-laws, as well as specified position-specific roles;

5.6. The President shall:

    5.6.1. Preside over all meetings of the club and shall be an ex-officio member of all committees within the club;

    5.6.2. Call all executive meetings and general meetings;

    5.6.3. Handle the day-to-day operations of the club;

5.6.4. Ensure the club's adherence to MSS policies;

5.6.5. Act as principal spokesperson for the Integrated Science Society;

5.6.5.1. If needed, the President will reach out to appropriate support services in the event of complaint, disputes with iSci Society or its Executive members;

5.6.5.2. In the event the complaint is directed at the President, the VP Internal will reach out to the appropriate contact;

5.6.6. Attend all MSS and Faculty Presidents' Council meetings;

5.6.7. Have access to iSci Society social media (Facebook Page, Instagram, and Email);

5.7. The Vice-President Academic shall:

5.7.1. Serve as academic representation of Integrated Science students to McMaster Faculty and organize feedback sessions for all students;

5.7.2. Organize Peer Mentor Network by creating an application before the start of the academic year and vet submissions to ensure sufficient experience in their desired courses;

5.7.2.1. Organize Peer Mentor review sessions as needed & direct students to peer mentors as needed;

5.7.2.2. VP Academic is responsible for ensuring each Peer Mentor is contributing to the Network throughout the year (either with review sessions or one-on-one help);

5.7.3. Act as the head of the Curriculum Committee;

5.7.4. Provide information and organize programs to assist students in concentration choices;

5.7.5. Promote services and events run by other academic committees within the McMaster Community in conjunction with the VP External;

5.7.6. Run at least one academic event per term;

5.7.7. Run one event in the Fall term with a focus on summer opportunities including research activities, etc.;

5.7.8. Run one event in the Winter term to assist first year students in choosing a concentration;

5.8. The Vice-President Social shall:

5.8.1. Organize, supervise, and run social events for Integrated Science students;

5.8.2. Communicate with the Director of Student Engagement regarding collaboration events;

5.8.3. Run at least one social event per term plus one additional event as per discretion;

5.8.4. Plan and organize one semi-formal / formal subject to a vote of the iSci Society Executive at the iSci Society retreat;

5.8.5. Organize iSci Society Executive merchandise subject to a vote of the iSci Society Executive at the beginning of the academic year;

5.8.6. Help year reps with their planning and execution of social events as needed;

5.9. The Vice-President Communications shall:

5.9.1. Maintain, develop, and moderate an interactive online student community;

5.9.2. Create advertisements on behalf of any Executive on the iSci Society as needed in terms of advertising needs (10 business days minimum notice through Microsoft Forms);

5.9.2.1. Advertisement materials should be published a certain number of days prior to an event to allow for good event turnout. However, if the person submitting the request does not give the VP Communications 10 days notice, then it can be waived;

5.9.2.2. At the discretion of an Executive, they must inform the VP Communications of their desire to create their own graphic (at least 10 days before the scheduled event) and must

submit for approval 5 business days before the scheduled event. The VP Communications approves graphics before use in advertising, as well as making graphics when required for other members of the iSci Society;

5.9.3.   Organize and lead the creation of an iSci Yearbook;

5.9.3.1.   The development of an iSci yearbook is subject to a vote of the iSci Society Executive at the beginning of the Academic Year;

5.9.3.2.   VP Communications will organize a yearbook team at the beginning of the Academic Year, and may appoint a yearbook coordinator to manage this team at their discretion;

5.9.3.3.   The yearbook team is responsible for taking photographs of iSci Society events throughout the year for the yearbook and for iSci Society social media. If no yearbook team is organized, the VP Communications is responsible for ensuring photographs are taken;

5.9.4.   Maintain and update the iSci Society website at iscisociety.com;

5.9.5.   Has administrative access to iSci Society social media (Facebook Page, Instagram, Snapchat, Email) and regularly posts updates and advertisements on these platforms;

5.10.   The Vice-President Internal shall:

5.10.1.   Keep the minutes of all official meetings and be responsible for all correspondence;

5.10.2.   Maintain the club's membership list and archival documents;

5.10.3.   Chair meetings in the absence of the President;

5.10.4.   Maintain a schedule of meetings and important dates, making this available for all Executive members;

5.10.5.   Maintain the iSci Society email account;

5.10.6.   Apply for MSS sub-society status;

5.10.7. If the VP Internal will be returning as an iSci student the following academic year then March Core Executive elections will be organized and run by the 4th Year Representative;

5.10.8. The VP Internal will be responsible for organizing the 1st Year Representative Elections and adjoining procedures;

5.10.9. Has access to iSci Society social media (Facebook Page, Instagram, and Email);

5.10.10. Share and manage the iSci Society Microsoft Calendar;

5.11. The Vice-President Finance shall:

5.11.1. Keep the account books of the club, shall arrange for the custody and distribution of funds pursuant to the Executive and general membership's direction;

5.11.2. Provide an overview or report of financial records (expenditures, funding, etc.) to the club upon request, and have the books available upon request of any member of the club;

5.11.3. Be present at all society events, or have an appointed and jointly responsible Executive delegate present, for any event that may involve the direct transfer of money to or from the iSci Society;

5.11.4. Communicate with the MSS in all monetary matters, such as requesting funding;

5.12. The Vice-President External shall:

5.12.1. Inform students in the Integrated Science program of MSS / SIS initiatives and encourage participation in these activities;

5.12.2. Contribute to the organization of a partnership with one charity / volunteering initiative over the duration of the year and encourage iSci participation in McMaster and Hamilton community events;

5.12.2.1. Choose one charity (that may be different from iVolunteer) to donate to. Discuss with the iSci Student Body;

5.12.3. Inform iSci students of external opportunities (academic or otherwise), by managing the iStrive initiative (iSci Society website, and bulletin board);

5.12.4. Promote the services and events run by other academic committees within the McMaster Community in conjunction with the Vice-President Academic;

5.12.5. Communicate with the VP Social about MSS, McMaster social events, and iSci Society social events;

5.12.6. Inform iSci students of changes and petitions that are on-going. This will be a portion of iStrive;

5.13. The Fourth Year Representative shall:

5.13.1. Represent the fourth years on the Curriculum Committee;

5.13.1.1. The Fourth Year Rep should keep the fourth years up-to-date on all matters discussed in the meetings, collect feedback from the fourth years, and relay this feedback to the Curriculum Committee in a timely manner;

5.13.2. Communicate any pertinent information and concerns from the Executive to the fourth years;

5.13.3. Assist the Grad Planner in organizing the class gift to the program;

5.13.4. Assist the Grad Planner in organizing the graduation keepsake for students;

5.13.5. Assist the Grad Planner with their role;

5.13.5.1. The incoming Fourth Year Rep shall also be involved in planning and transitioning the Graduation Reception for the outgoing fourth years (including passing on any necessary documentation to the Executive);

5.13.6. Plan at least one (1) fourth year event per term, and plan / co-plan at least one all-year event;

5.13.7. Survey the concerns of the Fourth Year Integrated Science students and relay the concerns to the Executive;

5.14. The Third Year Representative shall:

5.14.1. Represent the third years on the Curriculum Committee;

5.14.1.1. The third year rep should keep the third years up-to-date on all matters discussed in the meetings, collect feedback from the third years, and relay this feedback to the Curriculum Committee in a timely manner;

5.14.2. Facilitate the transition of Exchange Students;

5.14.3. Survey the concerns of the Third Year Integrated Science students and relay the concerns to the Executive;

5.14.4. Communicate any pertinent information from the Executive to the third years;

5.14.5. Plan at least one (1) third year event per term, and plan / co-plan at least one all-year event;

5.15. The Second Year Representative shall:

5.15.1. Represent the second years on the Curriculum Committee;

5.15.1.1. The second year rep should keep the second years up-to-date on all matters discussed in the meetings, collect feedback from the second years, and relay this feedback to the Curriculum Committee in a timely manner;

5.15.2. Facilitate the BigSib program:

5.15.2.1. Be responsible to run one (1) information event in the summer and create the page for the incoming students;

5.15.2.2. See the program through during the year to ensure it is run to its full potential;

5.15.2.3. Must run at least one (1) BigSib event each academic term;

5.15.2.4. Hire a committee to help oversee the matching process;

5.15.3. Survey the concerns of the Second Year Integrated Science students and relay the concerns to the Executive;

5.15.4. Communicate any pertinent information from the Executive to the second years;

5.15.5. Plan at least one (1) event for the second year students per term, and plan / co-plan at least one (1) all-year event;

5.16.   The First Year Academic Representative shall:

    5.16.1.   Survey the concerns of First Year Integrated Science students and relay the concerns to the Executive;

    5.16.2.   Communicate any pertinent information from the Executive to the first years;

    5.16.3.   Organize a clothing committee to design and sell merchandise for Integrated Science students and faculty with the First Year Social Representative;

    5.16.4.   Attend Curriculum Committee meetings and academic committee meetings;

5.17.   The First Year Social Representative shall:

    5.17.1.   Survey the concerns of First Year Integrated Science students and relay the concerns to the Executive;

    5.17.2.   Communicate any pertinent information from the Executive to the first years;

    5.17.3.   Organize a clothing committee to design and sell merchandise for Integrated Science students and faculty with the First Year Academic Representative;

    5.17.4.   Plan at least one (1) social event for first-year students per term, and plan / co-plan at least one (1) all-year event

5.18.   Executive Responsibility:

    5.18.1.   Meet a minimum of twice a month as a group;

    5.18.2.   Attendance at Executive meetings are mandatory for Core Executive, unless information regarding appropriate extenuating circumstances are sent to the President 24 hours prior to the meeting;

    5.18.3.   If an Executive is absent for a meeting, they must fill in their updates in the meeting agenda 12 hours before the meeting and review the meeting minutes after the meeting;

5.18.4.   Be actively involved in the planning and execution of iSci Society events unless having otherwise notified the President;

5.18.5.   Prepare a Year Plan and complete a Transition Report;

    5.18.5.1.   The Year Plan must be completed by the iSci Society Retreat Date (determined by the President);

    5.18.5.2.   The Transition Report must be completed by the transition meeting with the incoming Executive (determined by President before April 1);

5.18.6.   Assist other iSci Society Executive members in their duties;

5.18.7.   Peripheral Executive members are responsible for attending meetings as discussed with the President;

5.18.8.   Listen to all concerns regarding the following matters from its members: iSci Society Members and Integrated Science faculty and promptly discuss the issue with the iSci Society Executive;

5.19.   Executive Authority:

5.19.1.   Core Executive members are to review and vote on the Constitution, all policies, duties, rule, by-laws, and Year End reports once during the Fall, Winter, and Summer terms;

5.20.   Transition:

5.20.1.   During the transition period of March 31 to April 30, the iSci Society Core Executive must hold at least one meeting with the newly elected Executive in order to educate them on the Executive positions and facilitate their transition;

5.20.2.   During the transition period of March 31 to May 31, the iSci Society Peripheral Executive must hold at least one meeting with the newly elected Executive in order to educate them on the Executive positions and facilitate their transition;

5.20.3.   During the transition period of the First Year Representatives, the President and VP Internal must host at least one meeting with the newly elected Executive in order to facilitate their transition. The newly elected Executive will then meet with the outgoing First Year Representatives to educate them on the Executive positions;

5.20.4. The newly elected Executive must review the policies, rules, duties and by-laws of the iSci Society;

5.20.5. All passwords for iSci Society accounts must be changed yearly at the end of each term, after the completion of all transition meetings;

5.21. Curriculum Committee:

5.21.1. The Curriculum Committee shall be maintained by the VP Academic and serve the needs in ensuring there is a clear means of communication between the iSci Faculty and Administration and the iSci Society with regards to academic issues;

5.21.2. The Curriculum Committee shall be composed of the VP Academic, 4th Year Representative, 3rd Year Representative, 2nd Year Representative, and the 1st Year Academic Representative;

5.21.3. The VP Academic should meet with iSci Faculty before the start of school to plan the format, schedule, and initiatives of this committee;

5.22. Amendments to the Composition of the Core Executive:

5.22.1. Changes may be adopted or amended by a simple majority of the members present at an iSci Society Core Executive meeting provided that at least two-thirds of the iSci Society Core Executive members are present at the meeting.

6. Peripheral Executive

6.1. All iSci Society General Members (see Section 3) are eligible to hold a position on the iSci Society Peripheral Executive;

6.1.1. iSci Society Peripheral Executive will consist of six (6) members: Welcome Week Planner, Graduation Planner, Director of Student Engagement, iSNL Director, iCreate Director of Media, and iCreate Editor in Chief;

6.2. All Peripheral Executive members will be appointed by the President and outgoing Periphery Executive;

6.2.1.   iSci Society members wishing to hold a Peripheral Executive position must self-nominate by emailing their completed nomination form to the iSci Society email account by a date specified by the iSci Society after the Core Election period;

6.2.2.   An interview will be held between the candidate and a relevant member(s) of the Core Executive and President;

6.2.3.   If an outgoing Periphery Executive member is re-applying for the same position, an appropriate Core Executive member will step in;

6.2.4.   An email will be sent out to all candidates to announce the chosen candidate 24 hours before an email is sent to all General Members of the iSci Society;

6.3.   All Periphery Executive members share Executive Responsibility (5.5, 5.17) with the Core Executive members;

6.4.   All positions on the iSci Society Peripheral Executive will have a one-year term lasting from date of appointment (April 1) to March 31;

6.5.   The Welcome Week Planner shall:

6.5.1.   Plan events for the incoming first years in September for iSci Welcome Week;

6.5.2.   Organizing iSci Frost Week in January is at the discretion of the current Executive;

6.5.3.   Incorporate the "Big Sibs" Program into at least one (1) event;

6.5.4.   Be responsible for running additional first year-oriented event(s) each term to their discretion and necessity;

6.5.5.   Be responsible for organizing first year "Exam-loving" (handing out treats for students of all years) during Fall and Winter exams;

6.6.   The Graduation Planner shall:

6.6.1.   Be an incoming fourth year serving as the administrative co-lead to plan the Graduation Reception following convocation;

6.6.2. Be involved in planning and transitioning the Graduation Reception for the outgoing fourth years (including passing on any necessary documentation to the Executive);

6.6.3. Organize and meet with a Graduation Committee to aid with planning the graduation ceremony;

6.6.4. Appoint a Graduation Committee to aid with planning

6.6.5. Organize the graduation gift for the graduating cohort;

6.7. The Director of Student Engagement shall:

6.7.1. Organize accessible sports and intramural events;

6.7.2. Communicate with VP Social for SIS or TriSci events (minimum of one (1) event per term);

6.7.3. Manage and keep updates on cohort cup points;

6.7.3.1. Cohort cup points can be awarded for any student engagement initiative involving all four years;

6.7.4. Work alongside iCreate executives for the distributed newsletter as the liaison between all cohorts;

6.8. The iSNL Director shall:

6.8.1. Work alongside the President, VP Social, and all Year Representatives;

6.8.2. Create a committee to aid them in logistics, at their discretion;

6.8.3. Start planning for iSNL by early January, at the latest;

6.8.4. Host the production or assign the role to another individual;

6.8.5. Create another committee of three diverse Core and/or Peripheral Executive members to vet and approve content without the iSNL director before iSNL;

6.8.5.1. There needs to be a consensus between 2 of the 3 members before a change is made;

6.8.6.   Receive written consent for all individuals in pictures and videos being included in iSNL;

6.8.7.   Include closed captions for all videos being played at iSNL;

6.8.8.   When hiring for the position, the incoming President may decide to hire two candidates for the position and have iSNL Co-Directors, at their discretion;

6.9.   The iCreate Director of Media shall:

6.9.1.   Organize a media team through interviews consisting of graphic designers (1-2 optimal), layout editors (2-3 optimal), and promotions coordinators (1 optimal) at the beginning of the year;

6.9.2.   Work with the iCreate media team to determine the graphic elements (such as the cover page, submission pages, etc.) for each iCreate edition;

6.9.3.   Review and review the draft magazine to ensure completeness and fix any formatting errors;

6.9.4.   Send the three editions per year to the VP Communications to be posted on the iSci Society website;

6.9.5.   Ensure that three editions are published per year;

6.10.   The iCreate Editor in Chief shall:

6.10.1.   Organize an editing team consisting of assistant editors (3-5 optimal) and submissions coordinators (2 optimal) at the beginning of the year through interviews;

6.10.2.   Work with the editing team to determine the theme of each iCreate edition;

6.10.3.   Assist with developing additional content for the magazine such as quizzes, advice columns, etc;

6.10.4.   Update the iCreate Microsoft calendar with submission and publishing deadlines;

6.10.5. Ensure all artistic submissions have been received, edited, approved by the artists and adhere to iSci Society values and sent to the media team;

6.10.6. Ensure that three iCreate editions are published per year.

7. Annual Elections

7.1. All members of the iSci Society Executive must be elected no later than March 31 (with the exception of resignation or other unforeseen circumstances);

7.2. Each member running for a position on the iSci Society must submit an email with their completed nomination form to the official McMaster email account of the incumbent VP Internal / Fourth Year Representative before the end of the nomination period;

7.2.1. If the VP Internal is a returning student, then the Fourth Year Representative will organize and count ballots for the Core Executive Elections;

7.2.2. During the campaign and election periods, the VP Internal will not have access to the iSci Society email account, should they be running for a position. During this time, the Fourth Year Representative will be monitoring all email communication;

7.3. For election of members in which the ballot offers more than two options, a single transferable vote system shall be employed for the counting of ballots;

7.3.1. Electors shall mark their choices in order of preference;

7.3.2. All first-choice votes shall be counted and separated by candidate;

7.3.3. If no candidate receives a majority of the total vote, the candidate with the least votes shall be declared "out of race" and the first-choice ballots of that candidate shall be recounted in accordance with the second choice listed on the ballot;

7.3.4. This system of dropping off the lowest candidate and redistributing ballots according to the next choice of remaining candidates shall continue until one (1) candidate achieves a majority;

7.3.5.   Abstentions, declined, and spoiled ballots shall not count in the calculation of the majority;

7.3.6.   In the case of a tie, a re-vote will occur one (1) week after the first election cycle, between only the tied candidates;

7.4.   Voting will be monitored by one member of the Executive at all times;

7.4.1.   Voting for President will take place via Simply Voting. A ballot will be sent to all iSci Society General Members by the MSS;

7.4.1.1.   If there is one candidate for President, the position is acclaimed and the procedure outlined in 7.5.2 is used. The President requires a vote of confidence to assume the position;

7.4.2.   Voting for all VP positions and Year Representative positions will take place online via Microsoft Form. The Microsoft Form will be restricted to mcmaster.ca email addresses and one (1) vote per email;

7.4.3.   Candidates are informed first on the results of the election; the iSci Society General Members will then be informed of the newly elected positions by email at least 24 hours after the candidates are informed;

7.5.   If only one person is running for a position, a vote of confidence will take place during the election period;

7.5.1.   If the said candidate does not gain a majority in this vote, the position will be re-opened to all iSci Society General Members;

7.6.   Notice will be given to all iSci Society General Members and the MSS Clubs Administrator of all executive changes;

7.7.   All candidates must adhere to the media guidelines listed below. Failure to comply with these rules may result in disqualification from the election. All candidates will receive these guidelines via email prior to the campaign period;

7.7.1.   All campaigning will begin at 9:00 AM on the chosen start date and end at 11:59 PM on the chosen end date.

7.7.2.   A candidate may create a maximum of one account per social media platform (Facebook event OR page, Snapchat, Instagram, TikTok, website, Twitter, etc.) for their campaign;

7.7.3.   Candidates may print two (2) 8.5" x 11" posters to be posted in the iStudy on a designated whiteboard labelled "iSci Society Elections Posters";

7.7.4.   All social media accounts used to campaign must be public, and all handles / links must be emailed to the VP Internal at least 24 hours prior to when voting opens;

7.7.5.   All campaigning must be done via social media and will not occur in person;

7.7.6.   During the campaign period, no candidate is allowed to campaign in the iStudy other than putting up posters, as outlined in 7.7.3;

7.7.7.   Profile pictures and status updates may be made on the candidate's personal accounts for the purpose of campaigning;

7.7.8.   Any posts that attack or spread negative information about another candidate are strictly prohibited. These will result in disqualification from the election;

7.7.9.   Any posts or content that are discriminatory in nature, as defined in the McMaster University Discrimination & Harassment Policy, are strictly prohibited. This will result in disqualification;

7.7.10.   Any candidate wishing to post content that features other individuals must receive consent prior to posting;

7.7.11.   No candidate is allowed to campaign in a cohort-specific social media page or chat, with the exception of an individual running for a Year Representative position, in which case posts may be made to your cohort, assuming all year members are in that group;

7.7.12.   Candidates are allowed to make a single post to the iSci Society Facebook group to share their social media campaign accounts. VP Internal or Fourth Year Representative will share the links to all candidates' social media in an unbiased manner when voting opens, depending on who is running the election;

7.7.13. Mass messaging (i.e. - communicating to more than one person in a single message) on any social media platform, through text, or through email, is prohibited;

7.7.14. Social media accounts cannot be reused from a previous election; candidates must create new campaign-specific accounts and terminate their use following the election;

7.7.15. If another iSci Society General Member wishes to endorse or share your platform, they must tag / link your campaign-specific account and the post must be public and accessible to VP Internal. However, current iSci Society Core and Periphery Executive members are prohibited from endorsing candidates (other than themselves);

7.7.16. Candidates may not post or share any content that directly violates the McMaster Student Code of Conduct;

7.8. Presidential elections will be held prior to the elections for the other Core Executive positions (Year Representatives and VP positions). The Periphery Executive Interviews will be conducted following the Core Executive elections.

8.   Recall and Resignation

8.1. Grounds for recall shall be:

8.1.1. Failure to make reasonable attempts to carry out the duties of the office or obey the policies of the iSci Society as outlined in the Constitution, by-laws, policies, or other official documents of the iSci Society;

8.1.2. Using the position held in contravention of the legitimate rights and interests of the iSci Society;

8.2. Recall of any member of the iSci Society Executive:

8.2.1. Initiation: a petition of 6 members of the iSci Society Executive or 20 percent of the General iSci Society membership (consisting of members afflicted), presented to the iSci Society President;

8.2.1.1. In the case that the iSci Society President is the subject of recall, the petition must be presented to the VP Internal;

8.2.2. The member must be given 10 days' notice upon the acceptance of the petition by the iSci Society Executive;

8.2.3. Recall shall be accepted upon eight (8) votes of the iSci Society Core Executive members;

8.2.4. Vacancies created by recall motion for all positions except the President shall be filled by a by-election, which must be held no later than two (2) weeks after the recall was initiated;

8.2.4.1. If the President is recalled before the nomination period of 1st Year Representatives, then a by-election will occur to elect a new President in the two (2) weeks immediately following the resignation up and until the end of Term 1;

8.2.4.2. If there is a Vacancy at the Presidential position, VP Internal will be acting President until the next annual election;

8.2.4.3. If the above occurs, there will be a by-election for the VP Internal, which must be held no later than two weeks after the recall was initiated;

8.2.5. The person being recalled shall not vote;

8.3. If a member declines the position on the iSci Society Executive:

8.3.1. The vacancy will be filled by the runner-up for the position if it is within one (1) week of the election, if applicable;

8.3.2. If not applicable, a vacant position must be filled by a by-election held no later than one (1) week after the vacancy has been opened, except for the Presidential position;

8.4. If at any point during their term a member of the iSci Society Executive decides to resign, they must submit a written resignation to all other iSci Society Executive members;

8.4.1. A by-election will be held within ten (10) days following the receipt of written resignation.;

8.4.2. The Executive member must still complete the Transition Report;

8.4.3. If the President chooses to resign before the nomination period of 1st Year Representatives, then a by-election will occur to elect a

new President in the two (2) weeks immediately following the resignation up and until the end of Term 1;

    8.4.3.1.   If there is a vacancy at the Presidential position, VP Internal will be acting President until the next annual election;

    8.4.3.2.   If the above occurs, there will be a by-election for the VP Internal, which must be held no later than two (2) weeks after the recall was initiated;

8.5.   In the event of a Periphery Executive member resigning their appointed position, a new application process will be initiated with one (1) week to apply;

8.6.   In the event a Periphery Executive member does not accept their position, the next highest ranked applicant shall receive the position;

    8.6.1.   In the event that the next highest ranked applicant declines the position or there is no applicable highest ranked applicant, a new interview process will be opened and held.

9.   By-Laws and Policies

9.1.   By-laws and / or policies may be adopted or amended by a simple majority of the members present at an iSci Society Executive meeting provided that two-thirds of the iSci Society Executive members are present at the meeting;

9.2.   Under the request of any member of the Executive, five (5) days of extension will be provided before any decision on motions to change the constitution are made;

9.3.   All interpretations of the by-laws and policies must be made in accordance with the constitution.

10.   MSS Club Ratification

10.1.   The VP internal is responsible for ensuring that the iSci Society is re-ratified as an MSS club at the end of each school year;

10.2.   Prior to the end of term, the iSci Society Executive must undergo a review of the constitution document and vote on any changes as outlined in 12.1.2;

      10.2.1.   The VP Internal is required to make all the voted changes and re-upload the constitution to the MSS website;

  10.3.   The VP Internal must fill out the returning club survey, ensure all contact information is up-to-date, and update the list of iSci Society Executive for the upcoming school year.

11.   Finances

  11.1.   The club may be eligible to solicit financing from the MSS;

  11.2.   Monies received shall not involve any obligation of the MSS;

  11.3.   The club's books may be subject to an annual audit by the MSS and shall be filed with the MSS auditor or Clubs Administrator within five (5) business days of the request for audit;

  11.4.   Signing authority of the finances is governed by the VP Finance and another Core Executive (if needed);

  11.5.   Executive should aim to achieve gold Level funding status from the McMaster Science Society;

      11.5.1.   At the beginning of each term, the qualifications must be met, and any events or activities required shall be incorporated into individual year plans for concerned members;

      11.5.2.   The iSci Society must not charge a membership fee from its students. All fundraising events must be properly documented.

12.   Meetings

  12.1.   At least two (2) Executive meetings shall be called by the President each month;

      12.1.1.   Voting procedure for regular business at an Executive meeting shall be by simple majority:

        12.1.1.1.   In the case of a tie, the outcome of the vote is decided by the President after adequate discussion;

        12.1.1.2.   A motion shall be introduced by a member of the Executive, and seconded by a different Executive member;

> 12.1.1.3. A quorum of two-thirds of the total membership is required for the motion of an executive decision.

13. Disclaimer

13.1. The views and actions of the iSci Society do not reflect the views of the MSS. However, all program societies must abide by the MSS subsociety policy.