

# URSA Model Constitution for Ratified Campus Groups

## ARTICLE I – NAME AND AFFILIATION

### 1.1 Name

The name of this organization shall be **[Full Club Name]**, hereafter referred to as “the Group.”

### 1.2 Affiliation

The Group is a ratified campus group of the University of Regina Students’ Association (URSA) and agrees to operate in accordance with the URSA Constitution, Bylaws, and Policies, as well as applicable University of Regina policies.

### 1.3 General Council

As a ratified campus group, the Group may be represented on the URSA General Council in accordance with URSA policies. Participation in General Council provides opportunities for information-sharing, consultation, and representation within URSA governance.

## ARTICLE II – PURPOSE

### 2.1 Purpose

The purpose of the Group is to **[brief description of the group’s goals and activities in 1–3 sentences]**.

### 2.2 Limitations

The Group shall not engage in activities that violate:

- the URSA Constitution, Bylaws, or policies,
- University of Regina policies, or
- applicable municipal, provincial, or federal laws.

Failure to comply may result in consequences determined through URSA processes, including loss of access to funding, services, or recognition.

## ARTICLE III – MEMBERSHIP

### 3.1 Eligibility

Membership in the Group is open to all members of URSA, unless otherwise specified for legitimate purposes consistent with URSA and University policy.

### 3.2 Non-Discrimination

The Group shall not discriminate on the basis of any protected characteristic as defined by University or URSA policy.

### **3.3 Membership Responsibilities**

Members are expected to act in good faith and in accordance with this Constitution and all applicable URSA and University policies.

## **ARTICLE IV – EXECUTIVE STRUCTURE**

### **4.1 Executive Officers**

The Group shall maintain an Executive consisting of, at minimum:

- a President or Chair responsible for leadership and representation, and
- a Treasurer or Finance Lead responsible for financial oversight.

Additional executive roles may be established as required.

### **4.2 Eligibility**

All executives with signing authority must be members in good standing of URSA.

### **4.3 Selection of Executives**

Executives shall be selected through [**election / appointment / other method**], as determined by the Group, in a fair and transparent manner.

The selection process shall be documented in meeting minutes.

### **4.4 Term Length**

Executive terms shall be [**length, typically one academic year**], unless otherwise specified by the Group.

## **ARTICLE V – MEETINGS AND DECISION-MAKING**

### **5.1 Meetings**

The Group shall hold meetings as required to conduct its business.

### **5.2 Annual General Meeting (AGM)**

The Group shall hold at least one Annual General Meeting per year in compliance with URSA policies.

The AGM shall be used to elect or confirm executives and conduct essential business.

### **5.3 Decision-Making**

Decisions shall be made by simple majority of members present, unless otherwise specified in this Constitution.

## **ARTICLE VI – FINANCES**

### **6.1 Financial Responsibility**

The Group shall manage its funds responsibly and in accordance with URSA financial policies.

## **6.2 Banking**

All ratified Groups must maintain a bank account in the Group's name.

Group funds shall not be held in personal accounts or accounts belonging to external organizations.

## **6.3 Dissolution of Funds**

In the event the Group disbands or loses recognition, remaining funds shall be transferred in accordance with URSA policy and applicable law and may be directed to URSA, a related academic unit, a parent organization, or another URSA-recognized student group.

Funds may not be distributed to individuals.

# **ARTICLE VII – CONDUCT AND ACCOUNTABILITY**

## **7.1 Code of Conduct**

The Group, its members, and its Executive are bound by:

- the URSA Code of Conduct, and
- applicable University of Regina policies.

## **7.2 Authority**

URSA retains the authority to investigate and address conduct concerns in accordance with its policies and established procedures.

# **ARTICLE VIII – AMENDMENTS**

## **8.1 Amendments**

This Constitution may be amended in accordance with the Group's internal procedures. All approved amendments must be submitted to URSA for review.

URSA's review is limited to ensuring compliance with applicable policies and does not extend to directing the Group's internal governance.

## **8.2 Consistency Requirement**

No amendment may conflict with URSA governing documents or policies.