

CANADIAN ASSOCIATION FOR STUDIES IN CO-OPERATION/
L'ASSOCIATION CANADIENNE POUR LES ETUDES SUR LA COOPERATION

CONSTITUTION
(As revised May, 2005)

1. Name

1.1 The Canadian Association for Studies in Co-operation/ L'Association Canadienne pour les Études sur la Cooperation

2. PURPOSE

2.1 The purpose of the Association is to:

- Promote the sharing of information, experiences, curricula, and research on co-operatives and co-operation;
- Help in identifying and developing studies and research needed;
- Promote co-operative studies;
- Follow and promote the 7 ICA principles of cooperation
- Promote linkages between the academic study and practice of cooperation;
- Encourage Canadian and International study of cooperation; and
- Provide training and mentoring of post-secondary students.

3. MEMBERSHIP

3.1 Membership is secured by payment of organization fees either at the regular yearly meeting or to the secretary-treasurer by cheque. Membership is for a year.

3.2 Membership dues are approved yearly for each category (Academic, practitioner, student, and institutional) at the AGM.

~~3.13.3~~ Regular membership ~~will be~~ open to college and university faculty, researchers, practitioners and other persons ~~and organizations~~ interested in the development of the theory, research, practice and post-secondary education ~~on-related to~~ co-operatives and ~~co-operative~~ cooperation;

3.4 Student membership will be open to full-time students registered in a post-secondary institution.

3.5 Institutional membership is open to organizations which forward the goals outlined in 2.1

~~3.23.6~~ The Association may, by a resolution passed at the general meeting, confer an honorary lifetime membership to a person distinguishing him/herself in furthering studies and research on co-operatives.

3.7 At the AGM a person shall be informed on entry of their membership status. Each member may have one vote either as an individual member or as a member of an association. No association may have more than one vote.

3.8 Quorum for the AGM is 10% of membership

3.9 A person shall cease to be a member of the Association when any of the following conditions have been met:

3.9.1 They deliver a letter of resignation to the Secretary Treasurer

3.9.2 Through death or in the case of an organization, on its dissolution

3.9.3 On being expelled by a special resolution of the general membership; or

3.9.4 On having been a member not in good standing for three months following the start of the fiscal year

3.9.5 The Executive may suspend a member for cause until the next general membership meeting of the Association. The member may appeal the suspension to the membership at the AGM. If the suspension is not ratified the member's status shall be reinstated subject to any conditions imposed by the AGM

4. ORGANIZATION

4.1 Normally, annual meetings will be held in conjunction with yearly meetings of The Canadian Federation for the Humanities and Social Sciences/La Fédération canadienne des sciences humaines.

4.2 The Annual General Meeting shall be held annually at these meetings. It shall normally include: a vote on the location of the next meeting, a presentation on the finances of CASC, a report from the president, elections of the next executive, ratification of the minutes of the last meeting, motions from the membership and strategic planning for the organization.

4.3 From time to time based on a membership vote at the AGM, CASC may decide to meet independent of the Federation.

4.4 Special meetings, conferences, or events in between regular meetings shall be decided upon by the executive by majority vote or if 25 members sign a petition calling for such a special meeting.

4.5 Notice of the day, time and tentative agenda of the AGM shall be sent to all members via e-mail at least a month before it occurs.

4.6 Members in good standing shall be allowed to vote on candidates and special motions by submitting their votes to the President via e-mail using their address on record.

4.7 It is up to members to ensure that, if their contact information changes, the Secretary-Treasurer is notified

4.8 For purposes of dispute resolution, the rules of order for AGMs shall be Roberts Rules of Order

5. OFFICERS

5.1. President, Vice-President, and an Executive Member will be the officers of the Association. Any member in good standing may be considered for these positions.

5.2. The President will be responsible for calling and organizing meetings of the executive in between AGMs, organizing and chairing the AGM, overseeing the relationships with other organizations,

ensuring the next meeting is organized in a timely manner, organizing funding for CASC and any other duties which occur from time to time which are necessary to maintain and expand the organization. The mailing address for CASC shall be the presidents address until such time as a permanent location is secured.

5.3. The Vice-President will be responsible for aiding the President in her/his functions and will replace the President if they are unable to fulfill their duties. The Vice-President will be responsible for ensuring the website is up to date and e-mail lists are current.

5.4. The Executive Member will be responsible for aiding the President and Vice-President in their duties. Aiding in the organization of the yearly conference and website are especially important.

~~5.2-5.5.~~ They Executive members will be elected by majority vote and installed at the annual meeting.

5.6. If a vacancy arises on the executive between AGM's, the executive may appoint a member in good standing to that position for the remainder of the year.

5.7. Notification of intention to run for an Executive position shall normally be submitted to the Secretary Treasurer two months before the AGM. Nominations will be asked for and accepted without prejudice from the floor of the AGM.

~~5.3-5.8.~~ All officers will be eligible for reelection.

~~5.4-5.9.~~ The past president shall also occupy an ex officio position on the Executive. They shall be responsible for ensuring that the historical memory of the organization is maintained and to provide an orderly and complete transfer of information from one executive to the next. In the case of reelection the current president shall serve this role.

~~5.5-5.10.~~ If desired by members, regional sections may be set up to facilitate activities of the Association. Chairpersons of regional sections will be additional board members of the national association.

~~5.6-5.11.~~ The Executive will also appoint a Program Chair~~man~~ for the meeting to be held in the next year. The Program Chair~~man~~ will report to the Board.

5.12.If necessary the executive may, by majority vote, remove an executive member for failure to perform their duty and appoint a replacement. In such cases a detailed report shall be made to the membership at the next AGM.

5.13.If necessary the executive may borrow monies up to \$2000 in order to ensure that the annual meeting can be held at which point a detailed report will be made to the membership on the financial status of the organization.

6. BOARD

6.1. The elected Executive shall be composed of a president, a vice-president and an executive member at large.

6.2. These positions will be elected annually.

6.3. The executive will appoint a secretary-treasurer who will manage the affairs of the organization between meetings. The Secretary-Treasurer will be a member of the board.

6.4. The past president shall also occupy a place on the Board.

7. ACTIVITIES

- 7.1. The Association will organize symposia, meetings, discussion groups, projects, and other activities on a regional and national basis.
- 7.2. Where appropriate, it will work in conjunction with existing associations and educational institutions.
- 7.3. The Association will develop liaison with similar organizations such as CIRIEC (Centre interuniversitaire de recherche, d'information, et d'enseignement sur les coopdratives) in Canada, and similar associations and co-operative institutes and centres at universities in other countries.
- 7.4. Individual members may be authorized by the President to cultivate relations with one or more of such institutions on behalf of the Association.

8. FINANCES

- 8.1. The expenses of the Association will be covered by: a) membership dues as set at annual meetings b) gifts, grants, and donations c) proceeds from its activities
- 8.2. The membership and fiscal year will run from 1 May to 30 April of the following year.
- 8.3. Financial statements will be presented annually at the AGM

9. AMENDMENTS

- 9.1. The constitution can be amended by a majority mail vote or a majority vote at the AGM.
- 9.2. Wording of the proposed amendment must be given to the Secretary-Treasurer before April 1st in the year in which it is to be voted on, and be mailed out via e-mail to the membership with the regular ballots for officers. E-mail voting is permitted by members in good standing for amendment votes.
- 9.3. Amendments can be proposed by the Board of the Association or by 5 members of the Association in good standing.

~~6.—BOARD~~

- ~~6.1. The Executive shall be composed of three people—a president, a vice-president and an executive member.~~
- ~~6.2. These positions will be elected annually.~~
- ~~6.3. The executive will appoint a secretary treasurer who will manage the affairs of the organization between meetings.~~
- ~~6.4. The past president shall also occupy a place on the Board.~~

~~7.—ACTIVITIES~~

- ~~7.1. The Association will organize symposia, meetings, discussion groups, projects, and other activities on a regional and national basis.~~
- ~~7.2. Where appropriate, it will work in conjunction with existing educational institutions.~~
- ~~7.3. The Association will develop liaison with similar organizations such as CIRIEC (Centre interuniversitaire de recherche, d'information, et d'enseignement sur les coopdratives) in Canada, and similar associations and co-operative institutes and centres at universities in other countries.~~
- ~~7.4. Individual members may be authorized by the President to cultivate relations with one or more of such institutions on behalf of the Association.~~

~~8.—FINANCES~~

- ~~8.1. The expenses of the Association will be covered by: a) membership dues as set at annual meetings b) gifts, grants, and donations c) proceeds from its activities~~
- ~~8.2. The membership and fiscal year will run from 1 May to 30 April of the following year.~~

~~9.—AMENDMENTS~~

- ~~9.1. The constitution can be amended by a majority mail vote.~~
- ~~9.2. Wording of the proposed amendment must be given to the Secretary Treasurer before March 1st in the year in which it is to be voted on, and be mailed out with the regular ballots for officers.~~
- ~~9.3;9.4. Amendments can be proposed by the Board of the Association or by 10 percent of the members of the Association.~~