



Bylaw 6 – General Assembly

1. Purpose

- 1.1. The purpose of this bylaw is to define the General Assembly (GA) and consolidate the procedures for its meetings. This bylaw also defines the roles of the GA Planning Committee and any individuals responsible for the organization of GA meetings.

2. The General Assembly

- | | | |
|-------------------|-----|--|
| Definition | 2.1 | The General Assembly (GA) shall be a gathering of the MSU membership and the highest governing body of the MSU; |
| Authority | 2.2 | Any resolution made by a quorate GA shall be binding on the SRA and shall not lose its authority upon dissolution of that SRA; |
| Membership | 2.3 | All MSU members shall be the voting members of the GA. |

3. The General Assembly Planning Committee

- | | | |
|-----------------|-----|---|
| Chair | 3.1 | The Speaker shall chair the GA Planning Committee and shall be a non-voting member; |
| Members | 3.2 | The voting members of the GA Planning Committee shall be:

3.2.1 The President;
3.2.2 One (1) SRA member;
3.2.3 One (1) MSU member. |
| | 3.3 | In addition to the Speaker, the non-voting members of the GA Planning Committee shall be:

3.3.1 The Chief Returning Officer;
3.3.2 The Administrative Assistant(s);
3.3.3 The Student Life Development Coordinator, or designate;
3.3.4 The Campus Events Director, or designate. |
| Election | 3.4 | The SRA shall elect the SRA and MSU members to the GA Planning Committee by September 30 of each year, and the committee shall dissolve on March 31; |

Approved 130
Revised 15P, 16P

- Quorum** 3.5 Quorum for the GA Planning Committee shall be two (2) voting members plus the Speaker and two (2) other non-voting members;
- Duties** 3.6 As chair of the GA Planning Committee, the Speaker shall:
- 3.6.1 Coordinate and oversee the promotion, organization, and execution of GA meetings;
 - 3.6.2 Report to the SRA on behalf of the GA Planning Committee at least once before any GA meeting.
- 3.7 The GA Planning Committee shall:
- 3.7.1 Determine and schedule the starting time, ending time, date, and location of all GA meetings;
 - 3.7.2 Direct or provide recommendations to the Speaker regarding the promotion, organization, and execution of GA meetings;
 - 3.7.3 Assist the Speaker with tasks associated with the promotion, organization, execution of GA meetings;
 - 3.7.4 Determine the extent to which resources will be allocated to a GA meeting, subject to the approval of the Executive Board;
 - 3.7.5 Annually review the procedures of the GA as outlined in Appendix A.
- Attendance and Recall** 3.8 Voting members of the committee are subject to attendance requirements and recall procedures specified in **Bylaw 3/B – Standing Committees of the SRA.**

4. GA Meeting Preparation

- Calling Meetings** 4.1 All meetings of the GA shall be called by the Corporate Secretary, and shall be called for the times, dates, and locations specified by the GA Planning Committee;
- Annual Meeting** 4.2 The Corporate Secretary must call for one (1) annual GA meeting, to be held during a school day no later than March 31 of each academic year; the GA Planning Committee must determine the meeting time, date, and location by December 31 of the same academic year;
- Other Meetings** 4.3 The Corporate Secretary must also call for a GA meeting on resolution of the SRA; or at the call of the President; or in receipt of a petition of two percent (2%) of the MSU membership;
- 4.3.1 The GA Planning Committee must determine the meeting time, date, and location within two (2) weeks of any of these occurrences;
 - 4.3.2 Any meeting time, date, or location specified by the SRA's resolution, the President's call, or the petition shall be binding on the GA Planning Committee and may only be altered if proven to be unfeasible or unreasonable;
 - 4.3.3 The GA meeting must be held during a school day and cannot be held during an exam period.

- Public Notice** 4.4 Public Notice of any GA meeting must be given through student email, subject to availability from the Registrar; in *The Silhouette*, and on the MSU website at least ten (10) school days in advance of the meeting;
- 4.4.1 The GA Planning Committee shall determine other appropriate methods of public notice.
- Agenda** 4.5 Any member of the GA may submit a motion for the GA meeting agenda;
- 4.6 All motions for the GA meeting agenda and supporting documents must be submitted to the Corporate Secretary no later than noon (12:00 pm), five (5) school days prior to the meeting. Copies of the agenda, motion sheet and supporting documentation shall be made public by the end of the next school day;
- Meeting Cancellation** 4.7 The SRA may cancel the annual GA meeting by two-thirds (2/3) majority affirmative vote if another GA meeting, as per Section 4.3 of this bylaw, is held within the same academic year, and if public notice of the annual meeting has not yet been given as per Section 4.4 of this bylaw.

5. GA Meeting Procedure

- General Procedure** 5.1 The Speaker shall preside over all GA meetings;
- 5.2 Except as otherwise defined in this bylaw and Appendix A, meetings of the GA shall be conducted according to procedures outlined in the current edition of Robert's Rules of Order Newly Revised;
- 5.2.1 At least one (1) week before each GA meeting, the Speaker shall make public to the MSU membership a brief explanation of these procedures.
- 5.3 All GA meetings shall be live-streamed.
- Quorum** 5.4 Quorum for a GA meeting shall be three percent (3%) of the MSU membership or two hundred fifty (250) members, whichever is higher.
- 5.4.1 The Speaker shall make public to the MSU membership the number of members required for quorum for any GA meeting;
- 5.5 If public notice is not given at least ten (10) school days in advance of the meeting, as per section 4.4 of this bylaw, quorum shall increase to ten percent (10%) of the MSU membership;
- Unresolved Motions** 5.6 Any motion on the agenda that is not considered by the GA due to time constraints, or is subject to affirmative vote by a non-quorate GA, shall be placed on the agenda in its exact wording for the next SRA meeting;

5.6.1 Any such motion that, as worded, cannot be considered by the SRA, including any motion involving a change in student fees, shall be reworded by the Speaker such that it is approvable by the SRA and that the spirit of the motion is preserved.

- Minutes**
- 5.7 The official minutes of Voting members of a GA meeting shall be prepared and kept by the Corporate Secretary and shall be made public on the MSU website;
 - 5.8 Reports or other documents provided to the GA shall be annexed to the minutes of the meeting at which they were received.

6. Accountability Measures

- Motion Updates**
- 6.1 Actionable motions passed at GA with quorum shall be tasked to a specific body whose portfolio is relevant to the motion, at the discretion of the SRA.
 - 6.1.1 An actionable motion shall be defined as any motion with tangible outcomes that the MSU can reasonably achieve within our internal operations.
 - 6.2 The specific body tasked with the actionable motion shall report to the SRA on their progress at least once every academic term until completion of the motion.
 - 6.2.1 Each academic term shall be defined as May to August, September to December, and January to April.