

CONSTITUTION OF THE CLIMATE ACTION COALITION – UNIVERSITY OF ALBERTA (CAUA)

[Constitution as amended and adopted by members at the CAUA AGM of May 3, 2023]

Preamble

The Climate Action Coalition at the University of Alberta was formed in February 2020 as a coordinating and networking body for students, academic staff, post-doctoral fellows, non-academic staff, alumni, and professors emeriti who wish to take action to mitigate the global climate crisis within the framework of climate and environmental justice. The coalition’s activities are directed toward advancing the transition to a post-carbon economy in Alberta and Canada, decolonization, and environmental citizenship. We believe our university has critical roles to play in supporting and modelling these transformations. The coalition also advocates for community-university research and educational collaboration aimed at identifying and implementing solutions to the socio-ecological crises that affect all of us.

We gratefully acknowledge that the University of Alberta’s campuses are located on Treaty 6 territory, a traditional gathering place for diverse Indigenous peoples, including the Cree, Blackfoot, Métis, Nakota Sioux, Iroquois, Dene, Ojibway/ Sauteaux/Anishinaabe, and Inuit. We seek to act in solidarity with Indigenous and racialized peoples everywhere in their struggles for sovereignty and freedom from racism in all its forms.

ARTICLE 1: Name and Standing

1.1 Name

The name of the coalition is the Climate Action Coalition—University of Alberta, also known by the acronym CAUA.

1.2 Standing

The coalition is not a student group under the auspices of the Students’ Union. Nor does it have the endorsement of any of the university’s administrative bodies. It is affiliated with the University of Alberta by virtue of its membership, which includes current students as well as alumni, current academic staff as well as professors emeriti, and current members of non-academic staff. We belong to the core constituencies that comprise the university.

ARTICLE 2: Objectives and Principles

2.1 Objectives

The aims of the coalition are to:

- make the University of Alberta a leading model of ecological sustainability and citizenship in every area of its operations, finances, properties management, land-use, community relations, teaching, and research, beginning with its recognition of the existence of a global climate emergency;
- make interdisciplinary climate change-related education and knowledge production priorities for curriculum development and research at the University of Alberta;
- encourage all campus unions and associations to assume their responsibilities in accordance with the reality of the global climate emergency, from reducing their environmental footprints to reinvesting their income or pension funds according to principles of strong sustainability;
- engage in climate justice campaigns in collaboration with allies outside the university, as well as knowledge exchanges and research collaborations with citizens groups;
- provide opportunities for education about all dimensions of the climate crisis (scientific, political, social, cultural) for members of the university community as well as for (and with) communities outside the university;
- provide opportunities for coalition members and allies to network, plan activities, socialize, and cope with climate grief;
- sponsor public events that raise awareness of the climate crisis and its implications, that call for specific actions to be taken by decision-making bodies of the university or other organizations, or otherwise advance causes that we support.

2.2 Principles

- We stand in solidarity with Indigenous peoples' struggles for sovereignty, the dismantling of colonial relationships and institutions, and the inclusion of Indigenous knowledge in our university's curriculum and operations and in all climate action.
- We equally stand in solidarity with all people who are on the front lines of climate breakdown and ecological devastation and commit to fighting environmental racism locally and globally.
- We support eco-centric and kin-centric approaches to human relationships with, and responsibilities toward, other species.
- We seek to be a community of care, free of racism, sexism, gender discrimination, and ableism, and to make our events as inclusive and accessible as possible while also making them safe for all participants.
- We are committed to non-violence.
- We endeavour to model the democratic processes that we advocate for the university.

- Whatever their disagreements with any other person or organization, our members will conduct themselves with dignity and demonstrate respect for other persons.

ARTICLE 3: Membership and Eligibility

3.1 Individual Membership

(i) Membership in the CAUA is open to all students, post-doctoral fellows, faculty, and staff at the University of Alberta, as well as alumni (students and post-doctoral fellows) and professors emeriti. Individuals who have one of these affiliations to the University of Alberta may become members of the CAUA by submitting an [application for individual membership](#) to the Convenor or other delegated member of the Coordinating Committee.

(ii) A member is an individual who has applied for membership in the coalition using the form created for this purpose and whose membership has been approved by the Convenor. Individuals who were listed on the membership list maintained by the Convenor prior to the adoption of this constitution have membership standing.

3.2 Membership Dues

The CAUA membership may at any time vote to establish annual membership dues to cover coalition expenses. Payment of the dues will be required to remain in good standing as a member. Members must be given 14 days’ notice that they have outstanding dues before their membership will be deemed to have lapsed.

3.3 Group Affiliation with the CAUA

(i) In addition to individual members, who are each entitled to one vote in any body of the coalition, groups that are independent of the coalition but wish to be affiliated with it may each appoint one liaison who shall be considered a voting member of the coalition. The liaison will have a number of votes as determined by the number of affiliated members represented by the liaison, according to the formula in Table 1.

Table 1. Votes for Affiliated Groups

Number of members represented by the group liaison	Number of votes at the disposal of the group’s liaison
1-10	1
11-20	2

21-30	3
31-40	4
Etc.	

(ii) Group liaisons will also be voting members of the Coordinating Committee, having one vote per liaison.

(iii) Groups wishing to affiliate with the CAUA should submit an [application for group affiliation](#) to the Convenor or a delegated member of the Coordinating Committee. They must agree to the principles and objectives of the coalition, and to being listed as an affiliated group in the CAUA’s documents, statements, and online platforms.

(iv) Affiliated groups must provide the CAUA Convenor a list of their members on an annual basis so that the Convenor may assess each group’s voting rights and ascertain that there is no overlap in our memberships. These lists will be accessible only to Coordinating Committee members who have responsibility for updating the CAUA membership list.

3.4 Observers

With the agreement of a majority of the members of a committee of the coalition, or of the membership attending a general meeting, observers from other organizations may be invited to attend any meeting of the coalition and may be invited to speak. They shall not, however, have voting rights. AGMs are reserved for members of the CAUA.

3.5 Termination of Membership

(i) Membership will be deemed to have lapsed if a member fails to pay an annual membership due within two weeks of having been notified, in writing, that the payment is outstanding.

(ii) Members who graduate or leave the university for other reasons and who either cease to be affiliated with the university (as in 3.1 (i)) or who no longer wish to belong to the coalition should notify the membership secretary or other designated member of the Coordinating Committee that they wish to be struck from the membership list. Post-doctoral fellows who have left the university may retain membership in the coalition so long as they remain active in the coalition.

(iii) Members will be considered active members if they participate in at least one coalition meeting or other coalition activity during the calendar school year (from September to May).

(iv) Membership in the coalition may be revoked by a majority vote of the Grievance Committee, should one exist, or, in its absence, by the members of the Coordinating Committee,

in the event that a member is deemed to have harassed or otherwise behaved inappropriately toward another member of the coalition or has brought the coalition into disrepute by their actions. In coming to its decision, the Grievance Committee or the Coordinating Committee must follow the process set out in Article 10.

ARTICLE 4: Coordinating Committee (CC)

4.1 Coordinating Committee Members

The Coordinating Committee (CC) is constituted of members elected to fulfill specific functions on behalf of the general membership. The powers of the CC members are delimited by this constitution and by the policies and procedures adopted by the coalition.

The composition of the CC shall be as follows:

- Convenor (elected by general membership)
- Co-Convenor (elected by general membership)
- Treasurer (elected by general membership)
- Communications Director (elected by general membership)
- Education Coordinator (elected by general membership)
- Social Coordinator (elected by general membership)
- Chairs of standing committees as established by the membership (elected by the general membership)
- Chairs of ad hoc committees (selected by their committee members)
- Lead for each working group established by the coalition membership (delegated by the group members)
- Liaisons from Affiliated Groups (appointed by the groups)

4.2 Eligibility

Members of the Coordinating Committee must be available to attend meetings and events held on the university's campuses. They must hold, during their tenure, at least one of the affiliations that are set out in Article 3.1 (i). They may not hold other positions that constitute conflict of interest, or perceived conflict of interest, with the objectives of the coalition or with the coalition's independence from the university administration. Specifically, they may not hold executive positions at the university at the levels of Director of a centre, institute, school, or council, Associate Dean, Dean, Assoc. VP, Vice President, or President or be a member of the Board of Governors. Nor may they concurrently hold a position as a table officer (president, vice president, treasurer) of a campus association or union. (Such associations may request observer status, as set out in Article 3.4.)

4.3 Tenure

The members of the CC who are elected by the general membership at an AGM hold their positions for one year. They may stand for re-election for up to three consecutive terms. After a minimum of a one-year break, they may stand for election again. *Ad hoc* committee chairs and working group leads maintain their membership in the CC until such time as they are replaced by the members of the groups they represent, or until they resign from their positions. The tenure of liaisons from affiliated groups is determined by the appointing groups.

4.4 Duties of Coordinating Committee members

(i) *Convenor*

The Convenor is the first point of contact for the coalition for external parties, including media. The Convenor calls meetings of the CC and of the general membership, chairs these meetings, and oversees the coordination of the coalition's activities. The Convenor is responsible for the internal and external communications of the coalition, assisted by the Communications Director. The Convenor has signing authority for the coalition's bank account, along with the Treasurer. The Convenor also oversees the email and social media accounts of the coalition and maintains the membership list.

(ii) *Co-convenor*

The Co-convenor stands in for the Convenor in all of the Convenor's roles whenever necessary, assists the Convenor in the organizing of coalition meetings, takes the minutes of CC and general membership meetings, and has access to the membership list and email and social media accounts. The Co-convenor may be delegated additional functions from time to time by the Coordinating Committee.

(iii) *Treasurer*

The Treasurer directs fundraising activities for the coalition, receives membership dues, manages the accounts, has signing authority for the coalition's bank account (with the Convenor), and prepares and presents an annual report to the general membership on the finances of the coalition.

(iv) *Communications Director*

The Communications Director is responsible for the management of the coalition's website, for the production of a monthly newsletter, and for assisting the working groups with the design and production of posters, banners, leaflets, or other promotional materials they may need. In addition, the Communications Director has access to the coalition's social media platforms and may use these to disseminate information about coalition events or events co-sponsored by the coalition.

(v) *Education Coordinator*

The Education Coordinator is responsible for organizing a monthly series of presentations and discussion on climate-related topics. This may take the form of a speakers series, which may be combined with teach-ins or other events planned in conjunction with the working groups. A speakers' series or teach-ins should feature University of Alberta researchers, but may include knowledge holders from other organizations. The coordinator should consult regularly with the Leads of the coalition working groups regarding their suggestions for speakers to invite, or topics for discussion. The coordinator will be responsible for securing venues for these events, and will work with the Communications Director to publicize them. In addition, the coordinator will provide a budget for each event, which may include the cost of booking a venue, an honorarium for an invited speaker, transportation and other costs for the speaker(s), and refreshments provided at the event. These budgets will need to be approved in advance by the Coordinating Committee.

(vi) *Social Coordinator*

The Social Coordinator will be responsible for organizing a monthly, informal gathering for coalition members and friends, to be held alternately with the Speakers Series events. This may take the form of climate cafés or other gatherings. This work will involve securing a suitable venue for informal gatherings that do not require admission fees, hosting the gatherings (or finding a substitute host), and planning some activities for these sessions (as appropriate). The coordinator will work with the Communications Director to publicize the cafés and other events, and may submit a budget for items such as posters to the Coordinating Committee for approval.

(vii) *Standing Committee Chairs*

The general membership may vote to create standing committees with elected chairs. These chairs will be voting members of the Co-ordinating Committee.

(viii) *Ad hoc Committee Chairs*

Ad hoc committees delegate their own representatives to the CC.

(ix) *Leads for the Working Groups*

Leads designated by the working groups will be voting members of the CC. Their participation in the CC will be important to ensure effective knowledge sharing, coordination of coalition activities, and management of our financial resources.

(x) *Liaisons from Affiliated Groups*

Affiliated groups may have representation on the Coordinating Committee in the form of a liaison who has one vote.

4.5 Removal and Replacement of Coordinating Committee members

(i) An elected member of the Coordinating Committee may be removed from their position if they are found to be not fulfilling their functions, mismanaging coalition funds or communication platforms, or acting inappropriately toward another member of the coalition as set out in Article 3.5 (iv) and Article 10.

(ii) Any member of the coalition may bring a written complaint to the Grievance Committee, or, in its absence, to the Convenor, detailing the grounds for removal of a member of the CC. If the object of the complaint is the Convenor, and there is no Grievance Committee, the complaint will be made to the Co-Convenor. The Grievance Committee/CC must meet to address the complaint within 14 days of its receipt.

a) If the grounds for the complaint pertain to inappropriate behaviour, the Grievance Committee/CC will follow the procedure set out in Article 10. Should a CC member be removed from their position by a majority vote of the Grievance Committee/CC, a by-election will be called to replace that member, as set out in Article 6.5.

b) If the grounds pertain to non-fulfillment of functions or mismanagement, the Grievance Committee/CC will call a meeting at which the respondent will be given an opportunity to respond to the complaint. The respondent will be given a minimum of seven days notice of this meeting. Within seven days following this meeting, the Grievance Committee/CC must choose to do one of the following: (1) dismiss the complaint; (2) establish conditions to which the member must adhere in order to remain in their position; or (3) remove the member from the position. This decision will be communicated in writing to the complainant and to the respondent. If option (2) is chosen, the Grievance Committee/CC must monitor the performance of the member to ensure that the conditions are respected. If the member is removed from their position, a by-election will be called to replace the member, as set out in Article 6.5.

ARTICLE 5: Standing Committees, Ad Hoc Committees, and Working Groups

5.1 Creation of Committees and Working Groups

The General Membership may establish Standing Committees, *ad hoc* committees, or Working Groups by a majority vote at any membership. Working Groups may also be initiated by members between general meetings. The Chairs of Standing Committees must be elected by the CAUA membership according to the procedures set out in Article 6. The Chairs of Ad Hoc Committees may be selected by the committee's members. Working Groups will select their own

Leads who will act as liaisons with the Coordinating Committee. Chairs and Leads are considered voting members of the Coordinating Committee. They give brief oral reports on their groups' activities at general meetings of the coalition. Chairs and Leads will submit written reports on the annual activities and achievements of their committees or groups annually, 14 days prior to the AGM.

5.2 Standing Committees

Standing Committees are constituted to carry out ongoing tasks required for the effective functioning of the coalition, such as the formulation of policies and procedures or amendment of the constitution. In this sense, they are “permanent” committees, although they may have more or less work to do at any time. Problems encountered by the membership may be referred to the Standing Committees for deliberation and the development of proposals that then come back to a general meeting for discussion and votes. Examples of Standing Committees are a Grievance Committee, a Governance Committee, or a Communications Policy Committee. A standing committee should have at least 3 members in addition to the Chair. The committee membership—apart from the Chair--may be constituted on a volunteer basis. Members should commit to a one-year term.

(i) *Grievance Committee*: The composition of the Grievance Committee shall not include any current members of the Coordinating Committee.

5.3 Ad Hoc Committees

Ad hoc committees are established “as needed” to deal with issues that arise during the year and which, in the view of the coalition membership, require investigation and reporting back to membership. An example might be a significant development at the university about which coalition members feel they need more information before taking a position. An *ad hoc* committee conducts research and reports its findings to the general membership. When it has completed its work, it is dissolved. The committee membership is constituted by volunteers who determine their own work process and nominate a Chair to act as their coordinator and representative on the Coordinating Committee.

5.4 Working Groups

Working groups may be formed by any group of members who wish to collaborate on a specific area of work or a specific project. The aims of the working groups must be consistent with the principles and objectives of the coalition. The members determine the allocation of work among them, when they will meet and how, and nominate a Lead who will act as their coordinator and their liaison to the Coordinating Committee. Working groups carry out the core activities of the coalition, developing campaigns, planning events, and connecting the coalition to the rest of the university and its diverse communities. Examples of working groups that have been formed to date are: Education and Outreach (formed to advocate for interdisciplinary programs related to

the climate crisis, and to organize educational events like teach-ins); Divestment/Reinvestment (formed to develop a campaign at the UAlberta), and Academic Environmental Footprint (formed to advocate for ways that the university can practise ecological sustainability in its operations, facilities, land-use, and academic activities). Working groups may reform annually, as the composition of the coalition changes and members may redefine their priorities.

ARTICLE 6: Elections

6.1 Eligibility

(i) To be eligible to vote in an election, an individual must be a coalition member in good standing as defined in Article 3.1.

(ii) To be eligible to stand for election to any office, an individual must be a member in good standing as defined in Article 3.1 and must intend to meet the conditions for membership during the period in which they will hold office. The eligibility criteria in Article 4.2 must also be met.

6.2 Electoral Officer

(i) Elections will be organized and supervised by the Electoral Officer, who will be elected annually by the general membership. If the Electoral Officer position is vacant, a member of the CC who is not standing for (re)election will oversee elections. The Electoral Officer or Acting Electoral Officer will ensure that all election procedures are followed correctly.

(ii) The Electoral Officer is responsible for overseeing the elections in the year following their own election. The election of an individual standing for re-election as Electoral Officer must be overseen by the out-going Convenor.

(iii) Following the annual election of officers of the coalition, the Electoral Officer will provide a summary report of the results to the membership. This report will record the voter turnout and will list the names of the candidates elected to each position.

6.3 Election Procedures

(i) These positions are elected annually for a one-year term:

- Convenor
- Co-convenor
- Treasurer
- Communications Director
- Education Coordinator
- Social Coordinator
- Standing Committee Chairs
- Electoral Officer
- Speaker

(ii) Timing: The elections will take place at the annual general membership meeting held in May. The Chairs of Standing Committees, however, may be elected at the time of establishment of the Standing Committee, which may take place at any general membership meeting.

(iii) If an Electoral Officer is standing for re-election, the election of this position (the vote count) must be overseen by the out-going Convenor.

(iv) To be elected, a candidate for the role of Convenor must receive at least one-third of all votes cast for this position or be elected by acclamation.

(v) All other positions are elected by plurality or by acclamation (if only one candidate presents for the position).

(vi) As stated in Article 4.3, all positions are elected for a one-year term. An individual may, by re-election, hold a position for up to three consecutive terms. They may stand for the position again, after a one-year break.

(vii) All candidates will provide a one-page statement to the Electoral Officer or Acting Electoral Officer outlining their qualifications for the position they seek, as well as the goals they wish to achieve during their term of office, at least three weeks prior to the date of the election. These statements will be made available to the membership for review no later than fourteen days preceding the election.

6.4 Appeals

A candidate or General Member may appeal any election result within seven days of the reporting of the results by the Electoral Officer. The Electoral Officer will investigate the allegations. If the grounds for the appeal are unsubstantiated, the Electoral Office may dismiss the complaint. If the grounds for the appeal are substantiated, or considered credible, the Electoral Supervisor shall call a by-election for the contested position which shall be held during a Special Meeting scheduled for this purpose. This by-election must take place no later than one month following the previous election. During this period, the position shall be considered vacant.

6.5 By-elections

(i) Should a Coordinating Committee position not be filled by a general election, the Committee shall convene a meeting within one week of the General Election to arrange for the temporary reallocation of the duties of the unfilled position(s). The Electoral Officer will canvass the general membership at regular intervals to seek candidates for any unfilled positions. If any candidate comes forward, the Electoral Officer will set a date for a by-election. The election procedures as set out in Article 6.3 will be followed. The position will come up for election again when there are general elections.

(ii) Should an elected Coordinating Committee (CC) member temporarily vacate their position (for one month or less) part-way through the year, the Committee may appoint a General Member by unanimous consent to provisionally fill the position. Should an elected CC Member permanently vacate their position (for one month or more) part-way through the year, the CC may call a by-election to be held during a Special Meeting to permanently fill the position. This by-election will be overseen by the Electoral Officer, following the procedures set out in Article 6.3.

ARTICLE 7: Transition Period and Year End

A two-week Transition Period shall take place between the general election and the transfer of powers. This Transition Period is to allow the outgoing CC members to train the incoming officers and transfer any relevant documents or signing authority. The official transfer of powers shall take place no later than May 30, and shall mark the Year-End.

ARTICLE 8: Meetings

8.1 Annual General Meeting (AGM)

(i) The Annual General Meeting will normally be held in the first half of May. All members will be notified of the time, date, and location or format of this meeting at least 14 days in advance. The draft agenda, including the motions to be voted on, will be shared with members at least fourteen days before the AGM.

(ii) Motions may be tabled for a vote at any general meeting of the coalition, from any member of the coalition, but must be submitted to the Convenor for inclusion in the agenda at least seven days prior to the meeting. (This allows the Convenor to inform members in advance of motions to be voted on at an upcoming meeting and to schedule sufficient time for the meeting.) The Convenor will inform members of any such additions to the agenda no later than six days before the meeting. Motions should have a mover and a seconder.

(iii) Motions may be brought from the floor at any general meeting of the coalition, but a majority of members present must vote to allow the motion.

(iv) Members who cannot attend a meeting will have an opportunity to communicate their views about the motions on the agenda to the Convenor during the fourteen-day period preceding the meeting. The Convenor commits to compiling and reporting this feedback to the meeting before the vote on each motion. (This feedback does not constitute proxy voting.) For a motion to be passed and to become the policy of the coalition, only a simple majority vote taken at the meeting, by members in good standing (as defined in Article 3.1), will be required. Motions amending the constitution, however, are subject to the procedure set out in Article 11.

(v) AGMs will be chaired by the Speaker. If the Speaker is unable to attend, a meeting may be chaired by the Convenor or the Co-convenor.

(vi) Procedure for AGMs will follow Robert's Rules of Order.

(vii) At the AGM, members of the Coordinating Committee will report on the year's activities of the coalition, its finances, its membership status, and other matters for which they held responsibilities. Reports may also be made by the chairs of standing or ad hoc committees and by the leads of the working groups. Time will be set aside for members to ask questions of the presenters following the reports.

(viii) AGMs will normally be in-person meetings.

8.2 General Meetings

(i) Members will normally be given at least fourteen days' notice of a general meeting.

(ii) Meetings may be called at shorter notice when there is a matter deemed by the CC to be of sufficient urgency to justify bypassing the normal notice period.

(iii) Members may ask the CC to convene a meeting and reasonable effort will be made by the CC to accommodate such requests.

(iv) Agendas and motions to be voted upon should be provided to members in writing prior to the meeting. These should be provided at least seven days before the meeting, unless an urgent meeting has been called, in which case the agenda must be provided at least two days in advance.

(v) Members who cannot attend a meeting will have an opportunity to communicate their views about the motions on the agenda to the Convenor during the period preceding the meeting. The Convenor commits to compiling and reporting this feedback to the meeting before the vote on each motion. (This feedback does not constitute proxy voting.) For a motion to be passed and to become the policy of the coalition, only a simple majority vote taken at the meeting, by members in good standing (as defined in Article 3.1), will be required. Motions amending the constitution, however, are subject to the procedure set out in Article 11.

(vi) General meetings will be chaired by the Speaker. If the Speaker cannot attend, the Convenor or Co-convenor may stand in as speaker.

(vii) Procedure for general meetings will follow Robert's Rules of Order.

(viii) General meetings may be held in person, online, or in hybrid form, depending on circumstances, but in-person and hybrid meetings are the preferred format.

- (ix) Members shall approve the minutes of a general meeting at the next general meeting. The unapproved (draft) minutes will be appended to the agenda of the meeting that members receive prior to the meeting.

ARTICLE 9: Coalition Solidarity Actions

From time to time, the coalition is called upon to endorse statements initiated by other organizations or may itself wish to issue a statement in solidarity with other organizations.

The normal procedure for taking such a decision will be the tabling of a motion at a general membership meeting as set out in Article 8. In this case, all members will be provided with a copy of the statement about which a decision is to be made. This meeting may be held in-person or online. Any member feedback regarding the statement that is received by the Convenor prior to the meeting by members who cannot attend will be reported to those attending the meeting. A simple majority of the attendees of this meeting will be sufficient to authorize the coalition's endorsement of the statement in question, or an amended version of the statement.

ARTICLE 10: Grievances

(i) The CAUA is committed to maintaining an environment that is safe, welcoming, and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment.

(ii) Any member of the coalition may file a written complaint against any other member with the Grievance Committee, if one exists, or if not, with the Coordinating Committee. Causes for complaint may include harassment, bullying, discrimination, or other inappropriate behaviour, or actions harmful to the reputation of the coalition.

(iii) The Grievance Committee shall offer the member against whom the complaint has been brought an opportunity to respond at a meeting of the Committee to be scheduled within two weeks of the receipt of the complaint. The member against whom the complaint has been made must be given at least one week's notice of the date of this meeting. After weighing the complaint and the response, the Committee shall, within a two-week period following this meeting, decide upon a course of action and inform both parties of its decision. Courses of action may include, but are not limited to: requiring an apology and undertakings with regard to future comportment; removal of a member from an elected or other leadership position in the coalition; revocation of membership in the coalition. The decision of the Coordinating Committee will be final.

(iv) If the respondent in a complaint is a member of the Coordinating Committee (CC), and the CC is the adjudicating body for grievances, the respondent's role in the CC will be suspended temporarily until the matter has been resolved. The CC will appoint a member of the coalition who is acceptable to both parties in the grievance to attend the meeting(s) at which the respondent presents their case, and the CC takes a decision regarding any further actions. This member will hold a vote in the adjudication of the conflict.

(v) If the complaint describes actions which constitute a violation of university codes of conduct, or are deemed to be of a criminal nature, the complainant will be advised to have recourse to the appropriate authorities within or outside the university. The person against whom the complaint has been brought will be suspended from membership and from any position of leadership in the coalition until such time as their guilt or innocence has been established.

ARTICLE 11: AMENDMENTS TO THE CONSTITUTION

11.1 Procedure for Amendments

Motions to amend the constitution may be tabled for any general meeting of the coalition but notice of such a motion must be provided to the membership a minimum of 14 days prior to the meeting at which the vote on the motion is scheduled to take place. For the motion to pass, there must be a quorum of 15% of the membership and a two-thirds vote in favour of the amendment.

11.2 Communication of Amendments

The Co-Convenor will inform members in writing of any amendment to the constitution within 8 days of the meeting at which an amendment was adopted.