

Constitution of the Kinesiology And Health Science Student Organization

School of Kinesiology and Health Science

York University

Last Updated – August 6, 2019

Article 1 – Purpose

- 1.01 To represent student interests and needs in all matters of concern to student well being within the program of Kinesiology and Health Science.
- 1.02 To act as a liaison between Kinesiology and Health Science students and faculty.
- 1.03 To ensure the safeguarding and upholding of the rights of individual members without discrimination based on race national or ethnic origin, religion, sexual orientation, age, mental or physical ability, marital status, or receipt of public assistance.
- 1.04 To assist the university in organizing its resources in support of student learning.

Article 2 – Objectives

- 2.01 To promote and encourage participation in the academic, athletic, cultural, and social activities within the York University community.
- 2.02 To organize programs and activities which augment the professional preparation of Kinesiology students within and external to the York University community.
- 2.03 To ensure that students receive proper representation on the committees and councils within the School of Kinesiology and Health Science.
- 2.04 To review and make recommendations to the Kinesiology and Health Science undergraduate degree program.
- 2.05 To assist and support students majoring in Kinesiology and Health Science and to

serve as a voice for these students to York University.

- 2.06 To receive and administer all the Kinesiology and Health Science Student Organization funds and any properties it may acquire.
- 2.07 To instil a sense of unity and cooperation among its members and to assist and support new students majoring in Kinesiology and Health Science.
- 2.08 To help unite the 4 disciplines within the Faculty of Health through a focus on student leader collaboration among the registered Faculty of Health student clubs and councils.

Article 3 - Definitions

- 3.01 The Kinesiology and Health Science Student Organization shall hereinafter be referred to as “KAHSSO”.
- 3.02 The General Council refers to the body of KAHSSO, specifically:
 - a) Peer Tutors
 - b) Peer Mentors
 - c) Ambassadors
- 3.03 The Executive Council refers to the officers of KAHSSO, specifically:
 - a) President
 - b) Vice President of Events and Fundraising
 - c) Vice President of Communication and Treasury
 - d) Peer Tutoring Program Coordinator(s)
 - e) Peer Mentoring Program Coordinator(s)
- 3.04 Membership
 - a) Membership is open to all York University students, staff, faculty, and alumni within the program of Kinesiology and Health Science.
 - b) Upon entry into the Kinesiology and Health Science program, each student is

entitled to become an Associate member of KAHSSO, by joining KAHSSO on YUConnect.

- c) Faculty members of the School of Kinesiology and Health Science may serve as Representatives to KAHSSO and are invited to participate in all activities.

3.05 Dues

- a) Costs of events organized during the year are the responsibility of participating parties.
- b) Money collected from fundraising events may be used to subsidize, in full or part, the cost of specific KAHSSO organized events and promotional events.

3.06 Quorum will be set at 2/3 of the Executive Council for all executive meetings.

3.07 Majority is set at 50% + 1 of active membership votes, from the Executive Council, for any council related decisions.

3.08 A term consists from the period in time between April 1st of one year until May 1st of the next year.

Article 4 – General Requirements of KAHSSO Members

4.01 Members of the Executive Council must:

- a) Be a Kinesiology and Health Science student with honours academic standing at York University and abide by all the rules and regulations of the University and KAHSSO.
- b) Attend all Executive and General Council meetings as required.
- c) Meet all outlined position objectives and responsibilities (refer to Articles 5 and 6).
- d) Not hold more than one executive position at a time.
- e) The Executive Council is responsible for the ongoing business of the General

Council and the implementation and evaluation of the annual plan.

- f) The Executive Council is also responsible for amending/evaluating the constitution as necessary.
- g) The Executive Council is to meet a minimum of 12 times a year, preferably once a month, or more as necessary.
- h) The Executive Council Members must provide progress reports at Executive Council meetings.

4.02 The position of an Associate member is one that allows the individual freedom to be actively involved with KAHSSO events and/or fundraisers without holding title or specific responsibility. Such can be done by either assisting or taking on new challenges with current executive or general council members. Associate members are welcomed to provide feedback and suggestions for future KAHSSO activities. Associates are nonvoting members and General Council meeting attendance is not mandatory.

Article 5 – Duties of Executive Council

5.01 The President must:

- a) Serve as an official KAHSSO representative.
- b) Oversee all KAHSSO activities.
- c) Be responsible for actions of KAHSSO Executives and General Members.
- d) Have co-signing authority along with the Treasurer.
- e) Attend School of Kinesiology and Health Science Academic Executive meetings.
- f) Preside over all KAHSSO Executive meetings.
- g) Prepare an agenda prior to all KAHSSO Executive meetings.
- h) Advise and assist the Executive and General Council.

- i) Serve as custodian of the constitution.
- j) Hold financial responsibility should the Treasurer not be able to in extenuating circumstances.
- k) Book rooms for KAHSSO meetings and events.
- l) Organize recruitment and training process of new KAHSSO members.
- m) Provide evaluations of KAHSSO Executives and General members to the Master of Stong College upon request.
- n) Collaborate with Stong College to further develop KAHSSO programming.
- o) During the last week of each academic semester, produce a publically available document that outlines all of the significant interaction with other Faculty of Health student organizations, Stong College Student Government, other on-campus clubs and organizations, YFS, as well as any other relevant bodies.
- p) Create and implement an annual plan to ensure that KAHSSO's yearly goals are met. This yearly plan should outline all actions required to ensure the continued growth of the KAHSSO organization, and should be made available to KAHSSO constituents in August.
- q) Be responsible for maintaining strong relations with other student clubs and councils, particularly the SCSG.
- r) Ratify KAHSSO at the beginning of each term with the following organization
 - i. SCLD
 - ii. SCSG
 - iii. YFS

5.02 The Vice President of Events and Fundraising must:

- a) Hold weekly meetings with Ambassadors that involve facilitative activities -

including but not limited to incorporate skill-building activities, team building activities, and conflict resolution strategies.

- b) Fundraise for KAHSSO as well as external health related charities.
- c) Present weekly reports at Executive Council meetings related to fundraising and clothing sales initiatives.
- d) Coordinate a minimum of two major social events for the Kinesiology student body per semester, one 'Free Breakfast' per semester, as well as 2 fundraising events per semester.
- e) Coordinate a social event for KAHSSO members once per semester, alongside with the Peer Tutor and Peer Mentor Program Coordinators.
- f) Support the Treasurer in securing club support from various sources.
- g) Manage the distribution and ordering of KINE clothing once a semester.
- h) Communicate with VP communications regarding fundraising and clothing.
- i) Rent equipment that is required for any events.
- j) Help with recruitment and training process of new KAHSSO members.

5.03 The Vice President of Communications and Treasury:

- a) Call all council meetings on a timely basis, or predetermine or approve a schedule of meeting times.
- b) Attend and record minutes for KAHSSO Executive meetings.
- c) Make KAHSSO Executive Council meeting minutes available to KAHSSO Peer Leaders and Executive Members 24 hours after a meeting via email.
 - i. If an external member requests KAHSSO Executive Council meeting minutes, someone who is not part of KAHSSO, the Vice President of Communications may send the meeting minutes to this individual.
- d) Contact and inform KAHSSO members of meeting times and dates.

- e) Be custodian for the constitution along with the President.
- f) Update the KAHSSO listserv contact list.
- g) Regularly update the Facebook, Twitter, and YU Connect pages with KAHSSO, KAHS, Faculty of Health, or York University information and events relevant to undergraduate Kinesiology students.
- h) Send emails through the KAHSSO listserv regarding events, opportunities or general information.
- i) Organize and advertise on the KAHSSO website.
- j) Film and publish the Peer Mentoring videos on YouTube and Facebook.
- k) Creating any advertisements and graphics as needed.
- l) Manage the funds located in the KAHSSO bank account.
- m) Apply for funds for the organization from all possible sources, including but not limited to College councils, York Federation of Students (YFS), and Student Community & Leadership Development (SCLD) in a timely manner.
- n) Maintain proper financial records of all KAHSSO expenditures and incomes.
- o) Have co-signing authority along with the President.
- p) Prepare monthly and annual financial reports for all reporting purposes.
- q) Assume presidential duties should the president be unable to perform them until a new President can be named.
- r) Help with recruitment and training process of new KAHSSO members.

5.05 Peer Tutoring Program Coordinator

- a) Hold weekly meetings with Peer Tutors that involve facilitative activities - including but not limited to incorporate skill-building activities, team building activities, and conflict resolution strategies.
- b) Co-manage the KAHSSO Facebook page.

- c) Request Moodle access for KINE core courses.
- d) Seek approval of mock exams by professors.
 - i. If the mock exam for this course has been previously approved by the same professor that is currently teaching the course, the mock exam does not have to go through a process of re-approval.
 - ii. However, if the course director changes, the new professor/course director must review the mock exam.
- e) Create and update the Peer Tutoring Schedule.
- f) Following Foundational Peer Leadership Training held by the colleges, build up on any necessary program-specific information.
- g) Help coordinate a social event for KAHSSO members once per semester, alongside with the Peer Mentor Coordinators and the Vice President of Events and Fundraising.
- h) Update Master's office regarding the progress of the Peer Tutoring program.
- i) To attend the Peer Tutor Committee meetings held by the Coordinators of Calumet and Stong Colleges and act as the liaison between KAHSSO and college academic programming.
- j) Participate in the creation and implementation an annual plan to ensure that KAHSSO's yearly goals are met.
- k) Advertise for the program along with the VP of Communications.
- l) Help with the recruitment and training process of new KAHSSO members.
- m) Compute and compile Tutoring Program statistics at the end of each semester.
- n) Attend all KAHSSO Executive Council meetings and provide timely updates during these meeting.

5.06 Peer Mentoring Program Coordinator

- a) Hold weekly meetings with Peer Mentors that involve facilitative activities - including but not limited to incorporate skill-building activities, team building activities, and conflict resolution strategies.
- b) Create appointment-booking forms.
- c) Record and publish Peer Mentoring videos.
- d) Create and update the Peer Mentoring Schedule.
- e) Following Foundational Peer Leadership Training held by the colleges, build up on any necessary program-specific information.
- f) Update Master's office regarding the progress of the Peer Mentoring program.
- g) To attend the Peer Mentor Committee meetings held by the Coordinators of Calumet and Stong Colleges and act as the liaison between KAHSSO and college academic programming.
- h) Participate in the creation and implementation an annual plan to ensure that KAHSSO's yearly goals are met.
- i) Help coordinate a social event for KAHSSO members once per semester, alongside with the Peer Tutor Coordinators and the Vice President of Events and Fundraising.
- j) Advertise for the program with VP of Communications.
- k) Help with the recruitment and training process of new KAHSSO members.
- l) Compute and compile in-person Mentoring program statistics at the end of each semester.
- m) Compute and compile online Mentoring program statistics throughout the semester to track online engagement and consistency of email

communications.

- n) Attend all KAHSSO Executive Council Meetings and provide timely updates during these meeting.

Article 6 – Duties of General Council Members

KAHSSO Committees:

6.01 Peer Tutors:

- a) Attend weekly Peer Tutoring meetings that are facilitated by the Peer Tutor Coordinator.
- b) Develop Mock Exams for the courses they are tutoring.
- c) Hold a minimum of 2 drop-in tutoring hours per week.
- d) Make in class announcements to advertise all KAHSSO programs and events.
- e) Attend a minimum of one KAHSSO and one Stong/Calumet College event or fundraiser per semester.
- f) Attend a team-building social event at the beginning of each semester to enhance commitment and community within the KAHSSO organization.
- g) Demonstrate KAHSSO values within and outside of the classroom.

6.02 Peer Mentors:

- a) Attend weekly Peer Mentoring meetings that are facilitated by the Peer Mentor Coordinator.
- b) Hold a minimum of 2 drop-in mentoring hours per week.
- c) Attend York Orientation Day and act as a room facilitator for matched mentees.
- d) Send out introductory email to assigned mentees in late August, which includes an introductory paragraph about the Mentor themselves, the

program, and what resources are available to Mentees. This is to be sent out prior to York Orientation Day.

- e) Send out bi-weekly emails to all matched mentees, including but not limited to: program updates, study tips, KAHSSO events, and messages from the Colleges.
- f) Complete tracking sheet for online and in person interaction, this should include tracking of bi-weekly emails, online one-on-one interactions, and in person interactions.
- g) Complete tracking sheet for all Facebook and social media interactions with mentees.
- h) Check the created Peer Mentor email account on a consistent basis and respond to incoming emails on a timely basis.
 - i. Submission of email tracking sheet is due on Friday of each week for validation by the Peer Mentor Coordinators.
- i) Make in class announcements to advertise all KAHSSO programs and events.
- j) Attend a minimum of one KAHSSO and one Stong/Calumet College event or fundraiser per semester.
- k) Attend a team-building social event at the beginning of each semester to enhance commitment and community within the KAHSSO organization.
- l) Demonstrate KAHSSO values within and outside of the classroom.

6.03 KAHSSO Ambassadors:

- a) Attend weekly KAHSSO Ambassador meetings that are facilitated by the VP of Events and Fundraising
- b) Facilitate/organize/attend ALL KAHSSO events in each semester

- c) Attend York Orientation Day and act as a room/ event facilitator.
- d) Organize the annual KINE Clothing orders for students to purchase clothing.
- e) Facilitate events focused on student outreach, recruitment and advertisement.
- f) Work alongside Peer Tutors and Mentors during KAHSSO events.
- g) Make in class announcements to advertise all KAHSSO programs and events.
- h) Attend a minimum of 2 Stong/Calumet College event or fundraiser per semester.
- i) Attend Ambassador-specific training
- j) Attend a team-building social event at the beginning of each semester to
- k) enhance social and task cohesion within the KAHSSO organization.
- l) Demonstrate KAHSSO values within and outside of the classroom.

Article 7 – Application System

7.01 General Recruitment

- a) Recruitment letters for Executives will be sent no later than the last week of classes in the spring, or as required for unfilled positions.
- b) General Recruitment must occur after the next President has been determined; as well as all reapplications among KAHSSO Executives have been processed (see article 7.04 and 7.03 respectively.)
 - i. General recruitment for the fall term is to take place in May of the winter term prior. Applications are to be released on the 1st of May and must be due on the 16th of May at the latest. Interviews will be

held within the two weeks afterwards.

- c) Applications will be based on the following:
 - i. Experience
 - ii. References
 - iii. Resume
 - iv. Answers to the following in their online application forms:
 - 1. Why are you applying to be a part of KAHSSO?
 - 2. What do you expect to gain from the [Insert Title] position?
 - 3. What do you think you can contribute to the program?
 - 4. Do you have any ideas for KAHSSO for the future?
- d) A majority of KAHSSO Executives and General Members must score the online written application for Peer Mentor, Peer Tutor, Ambassador, and Executive applicants with a score of -1, -0.5, 0, 0.5, or 1. All applicants who receive an average score of 0 or higher will be invited to participate in an open interview process.
- e) All KAHSSO Peer Mentors, Peer Tutors, Ambassadors, and KAHSSO Executive Members will be invited to attend an open interview session for any incoming Executive Members where the applicants will have to answer the following questions:
 - i. Panel questions: may be asked by any attendee or proxy.
 - ii. Pre-determined ethical and abstract questions: written by any KAHSSO member who wishes to contribute questions.
 - iii. Answers will be recorded by the Vice President of Communications.
 - iv. Answers will be posted for all KAHSSO members to review before they are required to vote.

- v. Votes will be submitted online via an online form which will be facilitated in a way that ensures each KAHSSO member only votes once but does not correlate the individual's name to their vote.
- f) The interview for KAHSSO Peer Tutors will consist of the two parts described above, in addition to a mock tutoring session in which they explain a concept of their choosing for the course they are applying for.
 - i. Applicants who attended the interview will be scored again with -1, -0.5, 0, 0.5 or a 1 by the individuals who interviewed the applicant. The score is based solely on the applicant's interview performance. If the applicant receives a minimum score of 0.25 they will be contacted and offered the position.
- g) In order to apply for the Peer Tutoring Program Coordinator or Peer Mentoring Program Coordinator position, the applicant must already hold the position of Senior Peer Tutor or Senior Peer Mentor.
 - i. A Senior Peer Mentor or Senior Peer Tutor is defined as an individual who has been a Peer Tutor/Mentor with KAHSSO for at least 8 consecutive months and have participated in a minimum of 1 recruitment cycle or has otherwise shown substantial initiative within the KAHSSO organization.

7.02 Reapplications

- a) All KAHSSO Executives are eligible to request a **re-application** for their current position.
- b) Reapplication must be submitted no later than the last week of February. The reapplication requests must occur before general applications are opened to the entire Kinesiology and Health Science student body.

- c) All KAHSSO Executives must reapply if they wish to remain a KAHSSO Executive for the following term. If the KAHSSO President does not receive any application or transfer request by a KAHSSO Executive on the agreed upon date, then said KAHSSO Executive forfeits his/her position in KAHSSO for the following term.
- d) If a position in KAHSSO is forfeited then the individual who forfeited the position may apply for any KAHSSO position when general applications are open to the entire Kinesiology and Health Science student body.
- e) If a KAHSSO Executive reapplies for their position, they must answer the following questions with a maximum 250-word count each, on an online application form:
 - 1. Why do you wish to reapply for [Insert Title]?
 - 2. What were some of the challenges you faced in your position this year and how did you overcome them? Is there anything you or KAHSSO can do next year to prevent the challenge(s) all together?
- f) All Executive applications and reapplications requests are to be submitted no later than the last week of February.
- g) After receiving all applications and re-application requests, the following procedure must be followed:
 - i. An online, anonymous form must be created for each Executive member who has submitted a reapplication request. This anonymous form will be distributed to KAHSSO's Executive and all General Members using its link and will not require a sign in but will be regulated so that each member can only vote once.

- ii. This online application is to consist of the Executive member's name, and the position they are re-applying for.
- iii. The online voting system will open the day after applicants are due and will remain open for 4 days.
- iv. A multiple-choice question in which the other members vote "for" or "against" the reapplication request.
- v. A text box will be creating in which the other Executive members and General members are able to voice any concerns or constructive criticism they may have for the given applicant.

7.03 – Presidency Application

- a) The role of Presidency is available to all KAHSSO Executives who have had at least 8 months of experience as a KAHSSO Executive as well as Senior Peer Tutors and Senior Peer Mentors. Presidency applications must be opened no later than the last week of January.
- b) If a KAHSSO President wishes to reapply, they must produce a letter written to all of KAHSSO's Executive Committee and General Members, which answers the questions indicated below. KAHSSO's Executive and General members then have the opportunity to participate in a blind vote via a ballot system. In the case that the President reapplies, an Election Committee must be formed.
 - i. The re-applying President must answer the following questions:
 1. What were some of KAHSSO's major achievements that you were responsible for during your term?
 2. What do you feel your weaknesses were during your last serving term?

3. What do you feel that you can contribute to KAHSSO to ensure its continued success in the upcoming year?
 - ii. The Election Committee: must constitute a minimum of 2 graduating Executive Committee Members. The Election Committee is responsible for directing the votes, counting the ballots, and creating a summary voting document
 - iii. After the President submits their reapplication, all non-applying KAHSSO Executives and General members must score the applications with a score of -1, -0.5, 0, 0.5, or 1 depending on the quality of the application. The average of all the scores will be weighted 50% of the application score. 25% of an applicant's score will be the objective assessment of the applicant's annual performance as determined by the current KAHSSO Executive Committee – this will also be scored as a -1, -0.5, 0, 0.5 or 1. The final 25% of the applicant's score will be determined by a score sheet which includes the following components: performance, attendance, and anything else that the elections committee deems necessary.
 - iv. In the case that the President is not re-elected via the described re-election process they can apply alongside any other Presidency applicants.
- c) If a KAHSSO Presidency is not re-elected, or is not re-applying, any KAHSSO Executive who wishes to apply for Presidency must submit a resume, as well as answer the following three questions with a maximum of 250 words each:
 1. Why do you wish to become the KAHSSO President?
 2. What issues are there with KAHSSO programming and what

would you do to correct them?

3. Where do you see KAHSSO in 5 years and what will you do as KAHSSO President to achieve your vision?

- d) After all Presidency applications have been received, all non-applying KAHSSO Executives and General members must score the applications with a score of -1, -0.5, 0, 0.5, or 1 depending on the quality of the application. The average of all the scores will be weighted 50% of the application score. 25% of an applicant's score will be the objective assessment of the applicant's annual performance as determined by the current KAHSSO President – this will also be scored as a -1, -0.5, 0, 0.5 or 1. The final 25% of the applicant's score will be determined by a score sheet which includes the following components:
- i. The number of meetings attended by the applicant in the previous year.
 - ii. The number of events attended by the applicant in the previous year.
 - iii. Any exceptional leadership roles taken on by the applicant including the promotion and creation of new initiatives, fulfilling responsibilities outside their outlined roles and responsibilities.
- e) The current KAHSSO President must announce their objective assessment score of all KAHSSO Executives to at least 1 non-applying KAHSSO member before the application due date.
- f) The applicant with the highest total score above an average of 0.25 will be promoted to the role of KAHSSO President.
- g) If all applicants receive a total score below 0.25 the application process is reopened and other KAHSSO Executive members are encouraged to apply by

submitting their names as well as a video recording (1-2 minutes) that includes:

1. A short introduction including their names.
 2. A brief explanation explaining why they want to be KAHSSO President.
 - i. These videos will then be watched by all non-applying Executive Members and General Members in their respective group meetings. A vote is then held, and the candidate with a majority vote is then promoted to President.
- h) In the case where no KAHSSO Executive applies for Presidency then the current KAHSSO President may promote any KAHSSO member.

Article 8 – Special Circumstances

8.01 General Member Special Recognition

- a) Monthly Special Recognition Awards: based on an ongoing evaluation and review process, the tutor or mentor with the following (note: priority is given to these specifications in descending order):
 - i. The most meetings attended.
 - ii. The timeliest completion of all required forms (including sign in, attendance, and responses to required emails sent by the program coordinators).
 - iii. Active participation in meetings (based on a -1 to 1 scoring system at the discretion of the program coordinator).
 - iv. Most KAHSSO-related events attended.
- b) The annual “Tutor/Mentor of the Year” Award will be awarded to the Tutor and Mentor who has received the most Monthly Special Recognition awards

for the given term. This award includes:

- i. Monetary compensation: the top Peer Tutor and Peer Mentor of each term will receive a monetary award equivalent to 5% of the yearly proceeds each (with a standing limit of: \$20 minimum, and \$100 maximum).
 - ii. A certificate of recognition with the signature of the KAHSSO President
- c) In the event of a tie between two general members in the same role, the selection of a winner is at the discretion of the respective program coordinators.

8.02 Removal

- a) The KAHSSO removal process is composed of the following three step process:
- i. Level 1: A formal written warning from the President.
 - ii. Level 2: The revocation of the Letter of Reference from KAHSSO and the Master of Stong College.
 - iii. Level 3: Removal from KAHSSO position(s).
- b) The following outlines a Level 1 offense:
- i. Failure to attend 2 or more meetings without advanced notice and/or a valid reason.
 - ii. Failure to uphold responsibilities, as outlined in the constitution.
 - iii. Failure to attend 1 or more office hours without advanced notice and/or valid reason.
 - iv. Failure to attend two college run events and two KAHSSO run events throughout the year, attending 4 events in total.

c) The following outlines a Level 2 offense:

- i. Dishonesty.
- ii. Conflict of Interest – using their position with KAHSSO for personal advantages with disregard to or in conflict with: The mission, vision, values, or interest of KAHSSO. It is impossible to define all the potential areas where a conflict of interest may arise and therefore if you are in any doubt as to whether a conflict may exist, you should seek advice from your supervisor in the first instance. Some examples include charging students a fee for a free service that KAHSSO offers (such as peer tutoring or peer mentoring), providing better services (ie tutoring/mentoring) for a friend over the general body of students , attempt to influence an application for prospective KAHSSO member/exec with whom the individual has a close personal relationship.
 1. If the issue is ambiguous/complex, the Executive Council will vote to determine if it qualifies for a conflict of interest or not.

iii. Two level one offenses.

d) The following outlines a Level 3 offense:

- i. Harassment, verbal or physical: a formal complaint must be made by the victim directly to the individual's direct supervisor. A formal complaint entails a written recount of the event(s). Once a formal complaint has been filed, the assailant is immediately dismissed from their position(s) in KAHSSO.
 1. For any offense where there is no physical evidence of

harassment, the victim must provide a recorded statement acting as an account of the events. The assailant is then provided with the opportunity to present their perspective, this statement is then also recorded. The two recordings are then presented to the Executive Council, in which a vote is then executed.

- ii. Embezzlement.
 - iii. Three level ones, a level two and a level one, or two level two offenses.
- e) Any Level 3 offense can be reported to the Master's office, York Security, at the discretion of the KAHSSO President and involved parties.
- f) Removal of the KAHSSO President:
- i. The KAHSSO Executive Committee must determine KAHSSO President warnings. In order for a warning to be imparted, it must be agreed upon by a majority of the KAHSSO Executive Committee, which excludes the KAHSSO President. Once a majority is established, the KAHSSO President is subject to the same three-step warning system described above.
 - ii. The KAHSSO President is to be informed of such warnings via written documentation sent by the KAHSSO Treasurer and VP of Communications from the central KAHSSO email.
- g) Any active member may initiate their own removal from KAHSSO. To do so, the KAHSSO member must provide a written request of self-removal from KAHSSO, to their supervising officer, clearly identifying the reason. The self-removing KAHSSO member must provide at least 48 hours notice before

they can be officially removed.

- h) Resulting vacancies will be (a) filled by initiating an application cycle IF removal occurs prior to the beginning of the fall exam period, or (b) result in the division of duties among other council members as per decision by the executive council.
- i) Removed members forfeit their involvement in any future KAHSSO specific events, and is unable to apply for any KAHSSO position in the future.

Article 9 – Amendments

9.01 The constitution comes up for review once a year during an Executive Meeting in March. It is the responsibility of the Executive Council to ensure this is done before they leave office.

9.02 Changes to this constitution may be proposed by any KAHSSO member or affiliate. Any proposed changes will be determined by a majority vote with quorum of the Executive Council. Agreed changes will then be amended by a majority vote with quorum of the General Council.

- a) The Constitution is to be posted on the KAHSSO website and is accessible by all Kinesiology and Health Science students, who are permitted to voice any concerns to the KAHSSO Executive Council via email or scheduled meeting.

Article 10 – Interpretation

10.01 The Kinesiology and Health Science Student Organization shall make all determinations and interpretations with due regard to accepted rules of procedure (Roberts’s Rules of Order). The speaker or chair of the meeting (the President) is generally, subject to an appeal from the meeting members, regarded as the primary

source of interpretation of the Constitution. In the case that the Executive council vote is indecisive, the President may interpret the Constitution as necessary.