

**GRADUATE HISTORY STUDENTS' ASSOCIATION
(QUEEN'S UNIVERSITY)
CONSTITUTION**

Amended Apr. 24, 2025

**Graduate History Students' Association
Constitution**

ARTICLE I NAME

1. The name of the organization shall be the Graduate History Students' Association, hereinafter referred to as the "GHSA."

ARTICLE II MISSION STATEMENT

1. The GHSA has a dual mandate: to foster collegiality among history graduate students and to advocate on their behalf. To this end the GHSA organizes social and professional development events for history graduate students and represents their interests at a number of committees and groups in the Department of History and at Queen's University.

ARTICLE III MEMBERSHIP

1. All graduate students enrolled in the Department of History shall be considered members of the GHSA.
2. Membership in the GHSA does not require payment of any membership fees.
3. A student may withdraw their membership in the GHSA at any time by submitting a written request to the President.
4. All members of the GHSA are eligible to vote in the election of the Executive Committee whenever such a vote is taken.
5. Members of the GHSA shall behave in a professional, polite, and courteous manner at GHSA meetings, at any other function held by the GHSA, and in any communication with other members of the GHSA.

ARTICLE IV THE WILL OF THE ASSOCIATION

1. The will of the GHSA shall be recognized as any motion passed at any meeting of the GHSA.

ARTICLE V THE EXECUTIVE

1. The authorities of the GHSA as described in this Constitution shall be given to the Executive Committee of the GHSA (referred to hereafter as the "the Executive" or "the Executive Committee").
2. Membership:
 - a. The following shall comprise the Executive Committee of the GHSA.
 - i. President

- ii. Vice-President
 - iii. Treasurer
 - iv. Clerk
 - v. Events Representative
 - vi. Professional Development Representative
 - vii. Social Media Representative
 - viii. MA Representative
 - ix. International Student Representative
 - x. PSAC 901 Representative
 - xi. SGPS Representative
 - xii. Moderator
 - xiii. Appointments Committee Representative
- b. Each of these Executive positions, with the exception of the Appointments Committee Representative, is to be elected annually, as per the bylaws.
 - c. Unless otherwise stated, each Executive position is to be held by a single person.
 - d. The duties of each of these members shall be outlined in the Bylaws of the GHSA.

ARTICLE VI STANDING COMMITTEES

- 1. a. There shall be two (2) standing committees:
 - i. McGill-Queen's Graduate Conference in History Planning Committee
 - ii. Events Planning Committee
- b. The President(s), Vice-President(s), and the Treasurer shall not be appointed Chair of either standing committee, but the President(s) shall be considered (an) ex-officio member(s) of both.
- c. The responsibilities of the Chair(s) of this committee shall be outlined in the Bylaws of the GHSA.

ARTICLE VII MEETING OF THE ASSOCIATION

- 1. The President shall call regular meetings of the Executive Committee of the GHSA.
- 2. From September through March, with the exception of December, regular executive meetings shall occur at least once per month to discuss matters of importance to GHSA Members. These meetings shall be open to the general membership, although the Executive is empowered to hold closed meetings as necessary.
- 3. An Annual General Meeting (AGM) shall be held each April to elect a new Executive.
- 4. A quorum for a meeting of the GHSA executive shall be established in the Bylaws of the GHSA.

5. All Executive Committee members, excluding the Moderator, are empowered to vote on any motions made during regular, special, or annual general meetings.
6. The Bylaws of the GHSA shall establish regulations to govern conduct of the meetings of the GHSA.

ARTICLE VIII ELECTIONS

1. A quorum for any GHSA election or referendum shall be established in the Bylaws of the GHSA.
2. The Bylaws of the GHSA shall establish regulations for election procedures.

ARTICLE IX BYLAWS

1. The Executive Committee shall have the power to enact, amend, append, and repeal any Bylaws as deemed necessary to effectively operate the GHSA, on the basis of a motion passed by two-thirds of the voting members of the Executive Committee present at any constituted meeting of the Executive Committee, and provided that any such Bylaw is not in conflict with any Article within the Constitution of the GHSA.

ARTICLE X AMENDMENTS TO THE CONSTITUTION

1. The Constitution of the GHSA shall be amended by vote of its Executive Committee, which shall not occur without observation of the following process:
 - a. Notice of any proposed change to be given to all members of the GHSA at least one week prior to a meeting of the GHSA.
 - b. Ratification of the said amendment will require a quorum of a simple majority of the voting members of the Executive Committee.

ARTICLE XI EVENTS

1. Any event that wishes to use the GHSA name must be ratified by the Executive Committee.

**GRADUATE HISTORY STUDENTS' ASSOCIATION
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BYLAWS**

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BYLAWS**

LAW I

AUTHORITIES AND JOB DESCRIPTIONS

1. The Executive Committee of the GHSA shall include:
 - a. The President shall:
 - i. Act as the spokesperson of the GHSA.
 - ii. Act as the liaison between the GHSA and the Department.
 - iii. Schedule all meetings of the Executive Committee.
 - iv. Chair all meetings of the Executive Committee.
 - v. Act as the student representative, with a vote, at meetings of the Department of History, and its Graduate Committee, or appoint someone else to fulfill this duty.
 - vi. Have authority to appoint ad hoc committees.
 - vii. Be an ex-officio member of all GHSA Committees.
 - viii. Be available for appointment when necessary.
 - ix. Be a co-signer, with the Treasurer, of cheques issued by the GHSA.
 - x. Be entering the second or higher year of studies at the graduate level within the Department of History at Queen's University and have sat as a member of the Executive Committee for at least one full annual term (September through April).
 - i. Be responsible for all matters relating to the Nugent Fund on behalf of the Executive Committee.
 - b. The Vice-President shall:
 - i. Act as the alternate of the President, in the case of their absence or conflict of interest, in all GHSA-related matters.
 - ii. Oversee communication between the Executive Committee and all GHSA members.
 - iii. Sit as a member of the Events Planning Committee.
 - c. The Treasurer shall:
 - i. Supervise all funds of the GHSA.
 - ii. Ensure that proper financial records of the GHSA are kept, by way of a regular itemized account of the income and expenditures of the GHSA.
 - iii. Pay GHSA bills promptly.
 - iv. Be responsible, with the President, for signing all cheques.
 - v. Be the primary holder of the GHSA debit card.
 - vi. Present a summary financial statement once a month to the Executive Committee.
 - vii. Provide a cumulative statement to the Executive Committee by its first regular meeting in September and January, and its last meeting of the academic year in April.

- viii. Arrange for the auditing or review of all financial records of the GHSA when such action is deemed necessary by the President and/or the Executive Committee.
 - ix. Arrange for the holding of at least two (2) events per year which have as their primary purpose the raising of funds for the GHSA.
 - x. Propose at the Annual General Meeting the GHSA's annual charitable donation. This proposal shall include the recommended dollar amount and a list of local charities from which the general membership can, through a vote, select a recipient.
- d. The Clerk shall:
 - i. With submissions from the President, Vice-President, and other Executive Committee members as necessary, prepare an agenda of business and motions to be considered at upcoming meetings, and distribute these to GHSA members not less than two (2) days in advance of said meetings.
 - ii. Record minutes at all meetings of the Executive Committee, and disseminate these minutes by use of an official GHSA email account, to all GHSA members as soon as possible but no later than within one (1) week of the meeting.
 - iii. Be responsible for preserving the institutional memory of the GHSA. In this capacity the Communications representative will be responsible for compiling minutes from all general and executive meetings of the GHSA during their term in a central location, archived by academic year (ex. 2018-2019).
 - iv. Be responsible for providing access to this material for the new members of the executive following the annual general meeting in April.
 - v. Providing overflow material to the Queen's University Archives for long-term preservation.
- e. The Events Representative shall:
 - i. Chair the Events Planning Committee
 - ii. Plan social events for all GHSA members, exclusive of the McGill-Queen's Graduate Conference in History. These events shall be open only to members of the GHSA and their partners. Other parties may be admitted solely at the discretion of the Executive Committee.
- f. The Professional Development Representative shall:
 - i. Ensure activities related to professional development are held for GHSA members.
 - ii. Raise awareness of relevant events sponsored by other bodies such as the Department of History and the School of Graduate Studies (SGS).

- iii. Collect information from members of the GHSA on their publications, presentations, and research, and with their consent pass this information to the Department for inclusion on the Departmental website.
 - iv. Sit as a member of the McGill-Queen's Graduate Conference in History Planning Committee and the Events Planning Committee.
 - v. With the PSAC Representative, organize and/or lobby for equity and safety training for members as necessary
- g. The Social Media Representative shall:
 - i. Administer the GHSA's social media accounts
 - ii. With contributions from other Executive Committee members and the Department as necessary, create posts for the GHSA's social media accounts
- h. The MA Representative shall:
 - i. Represent the interests of Master's students to the Executive Committee.
 - ii. Regularly communicate with GHSA members who are Master's students.
 - iii. Be enrolled in the MA program.
 - iv. Be elected in September.
- i. The International Student Representative shall:
 - i. Represent the interests of the international students to the Executive Committee.
 - ii. Regularly communicate with GHSA members who are international students
 - iii. Liaise with the Queen's University International Centre (QUIC) and promote their events to GHSA members
 - iv. Disseminate information about any opportunities for funding for international students to GHSA members who are international students.
 - v. Upon request, provide students with information about available housing in Kingston.
 - vi. In considering nominations, preference shall be given to an international student.
- j. The PSAC 901 Representative(s) shall:
 - i. Act as a Department Steward and represent GHSA members holding Teaching Assistant, Teaching Fellowship, Research Assistant, and Postdoctoral Fellow positions in the case of any dispute with the Department, according to the provisions of the PSAC 901 Collective Agreement.
 - ii. Attend all PSAC 901 Stewards Council meetings and there represent the interests of GHSA members.
 - iii. Report to the GHSA Executive Committee at each of its monthly meetings.

- iv. Make GHSA members aware of their rights under the collective bargaining agreement.
 - v. If there are more than ten (10) PSAC 901 members in the department, this position may be held by up to two individuals.
 - vi. As necessary, the GHSA Executive Committee may appoint additional Department Stewards through a regular motion. Department Stewards appointed in this fashion shall not be considered members of the Executive Committee.
 - vii. Elections and appointments made under these provisions shall be communicated to the PSAC 901 Stewards Council.
- k. The SGPS Representative shall:
- i. Attend all meetings of the Society for Graduate and Professional Students Council, and there represent the interests of the GHSA.
 - ii. Report to the GHSA Executive Committee at each of its monthly meetings.
 - iii. If applicable, attend any additional SGPS-related meetings as that year may require, including forums and interest groups.
 - iv. Elections to this role shall be communicated to SGPS Council.
- l. The Moderator shall:
- i. Ensure the Executive Committee's adherence to the GHSA Constitution and Bylaws by interpreting matters of policy or procedure arising in meetings or as referred by the Executive Committee
 - ii. Attend all meetings of the GHSA Executive Committee
 - iii. Act as Returning Officer and conduct GHSA elections, as prescribed in these Bylaws.
 - iv. Be entering the second or higher year of studies at the graduate level within the Department of History at Queen's University, and have sat as a member of the Executive Committee for at least one full annual term (September through April).
 - v. Be a position not to be held jointly with the responsibilities of any other role on the Executive Committee.
 - vi. Be a non-voting member of the Executive Committee
- m. The Appointments Committee Representative(s) shall:
- i. Upon election, obtain equity training through the Human Rights and Equity Office of Queen's University and provide proof of this training to the Executive Committee.
 - ii. Attend all meetings of the Department of History's Appointments Committee, and ensure that appropriate feedback is provided based upon the opinions of GHSA members, both general and executive.
 - iii. Report back to the GHSA Executive Committee.

- iv. Owing to the infrequency with which the Appointments Committee meets, this position shall annually remain vacant. When the Chair of the Department of History informs the President of the GHSA that the Appointments Committee is to be convened, a GHSA member shall then be elected to this position at the next meeting of the Executive Committee. This person shall hold the position until the last meeting of the Department Appointments Committee.
- 2. The Standing Committees of the GHSA shall be as follows:
 - a. The McGill-Queen's Graduate Conference in History Planning Committee
 - i. The Committee shall be chaired by one (1) or two (2) members of the GHSA. Neither the President, Vice-President, nor Treasurer shall chair or sit on this committee as official members.
 - ii. The Chair(s) is/are to be elected during the annual general meeting.
 - iii. The Chair(s) shall hold the position for two (2) years.
 - iv. The Chair(s) may appoint other members of the GHSA to the committee as they see fit.
 - v. The Committee shall be limited in number to five official members, including the Chair(s), though sub-committees may be formed if necessary.
 - vi. The Chair(s) is/are responsible for organizing and managing the McGill-Queen's Graduate Conference in History the year it is held at Queen's. Part of this responsibility will be submitting a conference budget to the GHSA executive in a timely manner should financial assistance be required. During the year it is held at McGill, it is the responsibility of the Chair(s) to promote the participation of members of the GHSA.
 - vii. Membership in this committee does not constitute membership in the Executive Committee.
 - viii. Committee members shall abstain from voting on matters pertaining to the McGill-Queen's Graduate Conference during executive meetings.
 - b. The Events Planning Committee
 - i. The Committee shall be chaired by the Events Representative.
 - ii. The Vice-President and Professional Development Representative shall sit on the Committee.
 - iii. The Chair may appoint other members of the GHSA to the committee as they see fit. Preference shall be given to first-year MA and PhD students.
 - iv. The Committee shall be limited in number to five official members, including the Chair.
 - v. The Committee is responsible for organizing events during orientation week (defined as the week during which classes begin in September)

- designed primarily for incoming graduate history students but open to all GHSA members, as well as other events throughout the academic year.
- vi. Membership in this committee does not constitute membership in the Executive Committee.

LAW II ELECTION & APPOINTMENT PROCEDURES

1. General (April) Election Procedures

- a. A general election shall be held for the elected executive positions each year.
- b. The President(s) must call an Annual General Meeting (AGM) each April (Article VII, section 3), and it is at this AGM that a new executive and chairs of the standing committees shall be declared, based on the election.
- c. The Moderator is responsible for conducting the election.
- d. A scrutineer shall be appointed from among the Representative positions through a regular motion at the last meeting prior to the AGM, and with the Moderator review the results of the election.
- e. A call for nominations for the next year's Executive Committee shall be sent out no later than two (2) weeks prior to the AGM. This call for nominations shall include a description of each position's authorities and responsibilities, as defined in Law I of these bylaws.
- f. No person may run for nor hold more than one (1) elected position of the Executive Committee at any one time.
- g. Candidates shall have until one (1) week before the AGM to submit their nomination. Nominations must include a short statement on candidates' relevant experiences and their intentions for the role in the coming year.
- h. An online election ballot shall be distributed to members no later than one (1) week before the AGM.
- i. Nominations may be withdrawn at any time before the ballot is distributed.
- j. For positions left vacant until September as per Law I, these members shall be elected during the first monthly meeting of the Executive Committee in September.
- k. All voting shall be conducted via secret ballot, regardless of if the vote is between individuals or an acclamation of a sole candidate.
- l. The results of the election ballot shall be announced at the AGM, and the new Executive Committee assume their positions at the adjournment of the meeting.

2. September Election Procedures

- a. For Executive Committee positions elected in September, elections shall follow the basic principles of the general election

- b. The President shall call a Special General Meeting (SGM) for the last week of September for the purpose of electing these positions
- c. The Moderator is responsible for conducting the election.
- d. A scrutineer shall be appointed from among the Representative positions through a regular motion at the first meeting of the year, and with the Moderator review the results of the election.
- e. A call for nominations shall be sent out no later than two (2) weeks prior to the SGM. This call for nominations shall include a description of each position's authorities and responsibilities, as defined in Law I of these bylaws.
- f. The restrictions on running for, and holding, one role enumerated above in section 1 (f) shall also apply to appointments.
- g. Candidates shall have until one (1) week before the SGM to submit their nomination. Nominations must include a short statement on candidates' relevant experiences and their intentions for the role in the coming year.
- h. An online election ballot shall be distributed to members no later than one (1) week before the SGM.
- i. Nominations may be withdrawn at any time before the ballot is distributed.
- j. All voting shall be conducted via secret ballot, regardless of if the vote is between individuals or an acclamation of a sole candidate.
- k. The results of the election ballot shall be announced at the SGM, and the new Executive Committee members assume their positions at the adjournment of the meeting.

3. By-Election Procedures

- a. If an Executive Committee member resigns or is removed from their position, a by-election to fill this position shall be called following the procedures of the September election. The SGM called for this purpose must be at least two (2) weeks from the call for nominations.

4. Appointments

- a. Where provisions are made for appointments in these bylaws, these shall be made by motion at a regular meeting of the Executive Committee.
- b. Aside from the Appointments Committee Representative, which is an ad hoc position, every effort shall be made to fill Executive Committee positions by election in preference to appointment.
- c. If Executive Committee positions go unfilled through elections past the last day of September in any academic year, and have not been filled through by-election, the responsibilities may be delegated to another Committee member through an appointment.
 - i. If an Executive Committee member holds the responsibilities of two positions, one must be that of a Representative (i.e., no individual can

hold the responsibilities of any two of: President, Vice-President, Treasurer, Clerk).

- d. The restrictions on holding two roles enumerated above in section 1 (f) shall also apply to appointments.

5. Terms of Office

- a. The term of office of an elected position begins immediately following the AGM and ends immediately following the AGM the next year.
- b. All elected members of the Executive shall serve for a period not exceeding one (1) year (though they may stand for re-election), with the exception of the Appointments Committee Representative whose term is defined in Law I, section 1 (j).
- c. Members may be re-elected to the same position in subsequent years; however, the Executive Committee shall endeavor to ensure the participation of each new cohort.
- d. It shall be the responsibility of all outgoing Executive Committee members to ensure a smooth transition by providing incoming members with a transition document, along with all relevant paperwork and any other items necessary for the execution of responsibilities pertaining to their position.

LAW III SUMMER OPERATIONS

- 1. During the Summer Term:
 - a. The President shall maintain contact with the Executive Committee and, if necessary, all members of the GHSA by email to ensure that all are informed of current GHSA matters.
 - b. The Executive Committee shall be empowered to make decisions to ensure that GHSA operations are maintained properly.
- 2. Not later than the April AGM, the Executive Committee shall approve a budget for orientation week events, upon presentation of a summary proposal from the Events Planning Committee. The amount of this approved budget may not exceed half (50%) of the present or expected cash reserves of the GHSA, whichever is the lesser.

LAW IV AD HOC COMMITTEES

- 1. Ad Hoc committees may be formed by a two-thirds majority vote of the Executive Committee. These committees are to discuss issues of concern to the members of the GHSA on which the GHSA has no set policy or position.
- 2. An Ad Hoc committee will investigate and report findings to the Executive Committee. Any issue to be investigated will be determined by the Executive Committee.

3. Ad Hoc committees shall be made up of as many Executive Committee members and/or non-Executive GHSA members as the President appoints.
4. A member of the Executive Committee must chair any Ad Hoc committee.
5. An Ad Hoc committee shall be given a date of termination and must report to the Executive Committee by that date, giving interim reports of its activity as requested by the Executive Committee.

LAW V MEETINGS

1. The President shall call regular meetings of the Executive Committee of the GHSA.
2. Regular meetings shall occur at least once per month during the fall and winter terms (excluding December and April) in order to discuss matters of importance to the students.
3. Notice of any GHSA meeting shall be given to all via email to those expected to attend at least forty-eight (48) hours in advance to those expected to attend. Such notice must include an agenda for the meeting, as well as the meeting time, date, and location.
 - a. The President is empowered to, when special circumstances arise that require immediate attention, call a meeting without having posted notice forty-eight (48) hours in advance. Upon announcing the purpose for which the meeting was called, and if a quorum is present, a motion shall be made to waive the usual requirement of notice, and if approved by simple majority (50% + one) of those present, the meeting shall proceed.
4. The quorum for regular executive meetings shall consist of five (5) of the Executive positions, including the President (or the VP). If a quorum is not present, any business that was to have been dealt with shall be carried forward to another meeting to be called for no later than one week hence.
5. A simple majority (50% + one) may pass motions at Executive Committee meetings with an affirmative vote, unless otherwise specified in the Bylaws. All positions jointly held carry only one vote.
6. Unless specifically prohibited by these Bylaws, the Executive Committee may, upon majority vote, convene in-camera and without the presence of any non-Executive members, in order to discuss matters of a confidential nature. The Communications Representative must keep minutes of all Executive Committee meetings. These minutes shall include a summary of all issues discussed and record all motions (approved or defeated) and any other decisions made by the Executive Committee. Minutes of meetings convened in-camera shall be made available to all GHSA members upon request at the end of the Executive Committee's term in April.
7. All meetings, special, general, or annual general, shall be governed by *Robert's Rules of Order*. With the consent of all members present, the President(s) may opt to chair the meeting in a more informal but orderly manner. If any member does not consent to this informal manner, they must make this known while the meeting is in session.

LAW VI FINANCIAL OPERATIONS

1. The Treasurer is primarily responsible for the financial operations of the GHSA, as described in Law I, section 1 (c).
 - a. The President shall co-sign cheques and other bank documents as necessary.
2. All Executive Committee members are responsible for exercising prudent financial controls in their respective positions.
3. All income to and expenditures from GHSA accounts shall be recorded in keeping with standard accounting practices. Records shall at minimum document the date, the nature of the transaction, and the amount debited or credited to the account(s).
4. All expenditures from GHSA accounts must be approved by motion at a regular meeting.
 - a. Acknowledging the variability of some expenses for events, the Events Planning Committee may request approval up to a fixed amount, with a proposal to the Executive Committee at a regular meeting.
5. All expenditures from GHSA accounts must be accompanied by itemized receipts.
6. Where possible, preferred payment method is by official bank cheque.
 - a. Payment may also be made through debit card transactions or electronic funds transfers, including Interac e-Transfers.
 - b. The Treasurer shall be responsible for the GHSA online banking account.
 - c. The President, Vice-President, and Treasurer shall be allowed to possess and make payments using the GHSA debit card. If all three are unavailable, the Treasurer may delegate this responsibility to another member of the Executive.

LAW VII EMAIL AND SOCIAL MEDIA

1. Email
 - a. The official GHSA email account shall be ghsa@queensu.ca.
 - i. a. Only members of the Executive shall have access to this email account, and it is their responsibility to ensure the security of this account.
 - ii. It is the responsibility of the newly-elected President to immediately update the password and security settings of the account.
 - iii. To ensure the privacy of all members, any emails sent to multiple GHSA members must use the blind carbon copy option (BCC), not the “To” or carbon copy (CC) options.
 - iv. The Clerk will be responsible for ensuring that all emails of a non-confidential nature are preserved for later consultation if required.
2. Social Media
 - a. The official GHSA Facebook page shall be <https://www.facebook.com/queensghsa>
 - b. The official GHSA X/Twitter account shall be @queensuGHSA

- c. The official GHSA Instagram account shall be @queensghsasocial
 - d. Executive members alone shall have control of these pages.
 - e. The President shall have final authority in determining what content is posted or shared via this medium.
 - f. The GHSA may open new social media accounts as desirable, with a motion at a regular meeting.
3. Instant Messaging
- a. As desirable, the GHSA may explore use instant messaging platforms for communication, particularly communication amongst the Executive Committee, though email shall be the preferred medium for any communication to the department at large, distribution of meeting agendas and minutes, scheduling meetings, notification of events, and other communications of a formal nature.
 - b. All Executive Committee members must have access to the platform
4. All communications must uphold the standard of professionalism and collegiality expressed in the Constitution by Article II, section 1, and Article III, section 6.

LAW VIII REMOVAL AND RESIGNATION FROM OFFICE

1. Resignation and absence of an Executive Committee
- a. If an elected member of the Executive Committee chooses to resign from their position for any reason, the President shall then arrange a by-election to occur at the next scheduled meeting of the Executive Committee.
 - b. If the resignation comes during the summer, the Executive Committee is empowered to appoint an existing member of the Executive Committee to fulfill this duty until the September meeting.
 - c. If a member of the Executive Committee is absent for more than three (3) consecutive Executive Committee meetings or four (4) of these meetings in total they may be asked to resign.
 - i. If the member's absence is due to medical reasons or other unforeseen circumstances deemed excusable by the Executive Committee they may excuse the member's absence(s). However, if the situation impedes the member's ability to execute their duties, the President may ask for their resignation.
2. Discipline and Removal from Office
- a. In the event of a request to replace any elected member of the GHSA, the executive members of the GHSA must call an executive meeting (not a general membership meeting). Every effort must be made for all parties involved to be present at the meeting, which is a first step to address the issue(s) at hand in hopes of a resolution. If the issue(s) is/are not resolved, the elected member may be removed by a simple majority vote of the executive members present. The regular

quorum of five executive positions is required. In the event of a tie, the President shall hold the deciding vote. If the President is the subject of the vote, the Vice-President shall hold the deciding vote in case of a tie.