

math**NEWS** Constitution

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1 Definitions

MathSoc shall refer to The Mathematics Society of the University of Waterloo.

Federation of Students shall refer to the Federation of Students, University of Waterloo.

contribution is defined as original work of any form submitted to **mathNEWS** with the purpose of being published in an issue as an article or as artwork.

volume is defined as one term's issues of **mathNEWS**. Special Issues, though they are assigned a volume, are not included as issues in this definition. (See §9: Special Issues)

mathNEWS Editor is used to describe those who are actively sharing the duties of **mathNEWS** Editor for the current volume. (See §3: The **mathNEWS** Editor)

mathNEWS Ex-Editor is defined as a person who has filled the position of **mathNEWS** Editor for at least one volume. **mathNEWS** Ex-Editors are members of the **mathNEWS** Senior Staff for life. A **mathNEWS** Editor removed under the provisions of §3.4: Recall is not considered to be a **mathNEWS** Ex-Editor.

mathNEWS Contributor is defined as anyone who has submitted contributions to **mathNEWS**. (See §5: **mathNEWS** Contributor)

mathNEWS Staff is defined as the collective body of **mathNEWS** Contributors who hold voting privilege during **mathNEWS** Staff meetings. With the exception of the **mathNEWS** Editor, there is no requirement for **mathNEWS** Staff members to be MathSoc members. (See §6: **mathNEWS** Staff)

mathNEWS Senior Staff is defined to be those people on **mathNEWS** Staff who have been **mathNEWS** Staff members for at least three volumes. All past **mathNEWS** Treasurers and the current **mathNEWS** Treasurer are on the **mathNEWS** Senior Staff.

mathNEWS Contributor Handle is defined as a penname chosen and used by a **mathNEWS** Contributor. Unless used by a **mathNEWS** Editor, no **mathNEWS** Contributor Handle may end with 'ED'.

mathNEWS Editor Handle is defined as a **mathNEWS** Contributor Handle used by the **mathNEWS** Editor(s). All **mathNEWS** Editor Handles end with 'ED' (example: mathED, newsED).

Unless otherwise specified, all other definitions are to be taken from Article 3 of the MathSoc Bylaws, as amended by MathSoc from time to time.

2 Purpose

The purpose of math**NEWS** shall be:

- A. To inform Society members, and other interested parties, of the concerns of Society members in general through reports and articles on relevant Society, Federation of Students, Faculty of Mathematics and University meetings and activities, and any other situations and events which may arise.
- B. To entertain members of the Mathematics Society, and other interested parties, through other articles, humourous or serious, fictional or non-fictional.
- C. To provide a forum where students can express themselves.

3 The mathNEWS Editor

3.1 Requirements

- A. All candidates for mathNEWS Editor shall meet all of the following requirements:
 - 1. Be a current member of the mathNEWS Staff.
 - 2. Be a social member of MathSoc.
- B. A candidate shall be raised to mathNEWS Editor at the completion of their training and upon approval by the mathNEWS Staff in accordance with §6.2: Meetings and Quorum, at which time they will receive their mathNEWS Editor Handle from their mentor mathNEWS Editor.
- C. At all times, at least two-thirds of mathNEWS Editors must be voting members of MathSoc, as defined in Article 5 of the MathSoc Bylaws.

3.2 Term of Office

- A. A mathNEWS Editor shall hold the position from the date of appointment up to and including the last day of the term in which they began their service. A mathNEWS Editor may be re-appointed to the position, so long as they continue to fulfill the mathNEWS Editor requirements.
- B. A mathNEWS Editor may resign from their position at any time, provided that they are not in the process of being recalled, they are not the sole editor, and the remaining editors fulfill the mathNEWS Editor requirements.

3.3 Responsibilities

- A. The mathNEWS Editor is responsible for upholding this constitution.
- B. The mathNEWS Editor has ultimate responsibility for and final control over the contents and appearance of mathNEWS.
- C. The mathNEWS Editor may not take any form of remuneration from the budget, with the exception of:
 - 1. Refreshments as provided by mathNEWS for production and (dis)organizational meetings, as well as activities and refreshments provided at the mathNEWS End of Term Get-together.
 - 2. For mathNEWS Ex-Editors, a one-year subscription to mathNEWS for each term served.
- D. The mathNEWS Editor is jointly responsible, with the mathNEWS Treasurer, for the finances of mathNEWS.
- E. The mathNEWS Editor shall preside over all mathNEWS Staff meetings, and shall carry a veto at such meetings.
- F. The mathNEWS Editor shall keep a record of contributions made by each mathNEWS Staff member and a list of all mathNEWS Staff members, in digital or written format. The mathNEWS Editor shall make available the list of mathNEWS Staff members on request.

- G. The **mathNEWS** Editor may, at their discretion, appoint **mathNEWS** Staff members to other positions related to **mathNEWS**. These positions shall hold office at the will of the **mathNEWS** Editor.
- H. The **mathNEWS** Editor may, at their discretion, create or remove any position related to **mathNEWS** not directly specified in this document.
- I. The **mathNEWS** Editor shall select and train a replacement in the term(s) prior to their retirement.
- J. The **mathNEWS** Editor shall seek to maintain the **mathNEWS** archives by ensuring the safety and integrity of the existing red books, and by adding new red books from time to time.
- K. Should **mathNEWS** dissolve either voluntarily or involuntarily, the **mathNEWS** Editors at the time of dissolution shall open and drink the bottle of Raspberry Citrus Orbitz on the shelf, as a final reward for succeeding where previous **mathNEWS** Editors have failed. If the bottle of Orbitz is nowhere to be found, a replacement bottle must be procured at the **mathNEWS** Editor's own expense. Any external parties involved in the dissolution process are also invited to partake in the ritual.

3.4 Recall

- A. A **mathNEWS** Editor may be recalled under any of the following conditions:
 1. By a petition containing the signatures of no less than 10% of the social members of MathSoc and/or a majority of the members of the **mathNEWS** Staff. Upon receipt of such a petition, the **mathNEWS** Editors shall empower MathSoc Council to remove the **mathNEWS** Editor(s) in question as per the procedure outlined in the **mathNEWS**/MathSoc Memorandum of Understanding.
 2. In the event that a single **mathNEWS** Editor is in question, the remaining **mathNEWS** Editors may by unanimous agreement remove the in-question **mathNEWS** Editor.
- B. The recall process begins upon receipt of notice of any of the following:
 1. An investigation from the **mathNEWS** Editors, with the purpose of deciding whether to recall a **mathNEWS** Editor(s).
 2. A petition seeking to recall a **mathNEWS** Editor(s).
- C. The recall process ends once a recall decision has been made.
- D. The recall of a **mathNEWS** Editor does not necessarily remove any people who they may have appointed to various **mathNEWS** Staff positions, but the remaining **mathNEWS** Editors retain the authority to remove or replace such appointments at will.
- E. A recalled **mathNEWS** Editor does not become a **mathNEWS** Ex-Editor. They are not entitled to any of the benefits of the position, and they are no longer considered to be **mathNEWS** Staff or **mathNEWS** Senior Staff.

4 The mathNEWS Treasurer

4.1 Requirements

- A. All candidates for mathNEWS Treasurer shall meet the following requirements:
 1. Be a current or former member of the mathNEWS Staff, unless no candidates meeting this criterion can be found.

4.2 Term of Office

- A. The mathNEWS Treasurer shall hold the position from the date of appointment up to and including the last day of the term in which they began their service. An mathNEWS Treasurer may be re-appointed to the position.

4.3 Responsibilities

- A. The mathNEWS Treasurer is jointly responsible, with the mathNEWS Editor, for the finances of mathNEWS.
- B. The mathNEWS Treasurer shall maintain all financial books for mathNEWS.
- C. The mathNEWS Treasurer shall submit all financial invoices to the Federation of Students in a timely manner and before the end of each term.
- D. The mathNEWS Treasurer shall hold signing authority for the current mathNEWS bank account.
- E. The mathNEWS Treasurer shall receive and deposit all income in the current mathNEWS bank account.
- F. The mathNEWS Treasurer shall not remove any money from the current mathNEWS bank account without the permission of the mathNEWS Editor.
- G. The mathNEWS Treasurer shall make a budget at the start of each volume. (See §7: Budget)
- H. The mathNEWS Treasurer may not take any form of remuneration from the budget, with the exception of:
 1. Refreshments as provided by mathNEWS for production and (dis)organizational meetings, as well as activities and refreshments provided at the mathNEWS End of Term Get-together.

4.4 Recall

- A. The mathNEWS Treasurer may be recalled and a vacancy declared, by the mathNEWS Editor. A new mathNEWS Treasurer shall be appointed as soon as possible.

5 mathNEWS Contributor

5.1 Responsibilities

- A. **mathNEWS** Contributors shall sign off their articles with a **mathNEWS** Contributor Handle.
- B. **mathNEWS** Contributors must accept responsibility for their articles.
- C. **mathNEWS** Contributors must accept changes made by the **mathNEWS** Editor or their designate(s), but may appeal to the **mathNEWS** Editor any changes made. The **mathNEWS** Editor shall assume responsibility for all changes made.
- D. **mathNEWS** Contributors may modify or withdraw their article any time between the time of submission of the article and the submission deadline set by the **mathNEWS** Editor or their designate(s) for the issue in which the article is to appear.
- E. **mathNEWS** Contributors may not take any form of remuneration from the budget, with the exception of:
 - 1. Refreshments as provided by **mathNEWS** for production and (dis)organizational meetings, as well as activities and refreshments provided at the **mathNEWS** End of Term Get-together.
 - 2. Prizes administered by the **mathNEWS** Editor for the purposes of rewarding quality contributions to **mathNEWS**, provided that the prizes are distributed in a fair, unbiased, and equitable manner.

6 mathNEWS Staff

6.1 Requirements

- A. In order to be deemed a **mathNEWS** Staff member, a **mathNEWS** Contributor must meet all of the following requirements:
 1. Be a full member of the Federation of Students, as defined in Article 3 of the Federation of Students Bylaws.
 2. Have had contributions published in **mathNEWS** in the current and/or past two volumes.

6.2 Meetings and Quorum

- A. At the start of each volume, there will be a **mathNEWS** (dis)organisational meeting. This meeting should be held on the first week of classes of a new term. At this meeting, trained **mathNEWS** Editor candidates shall be raised to **mathNEWS** Editor by majority vote.
 1. In the event that the (dis)organisational meeting cannot be held due to extenuating circumstances, the agenda of the meeting shall be presented prior to the next production meeting.
 2. If a **mathNEWS** Editor candidate completes their training in the middle of a term, they may be raised to **mathNEWS** Editor by majority vote at a **mathNEWS** Staff meeting, instead of having to wait until the next volume's (dis)organisational meeting.
- B. **mathNEWS** Staff meetings are to be called by the **mathNEWS** Editor. These meetings should be called at least five days in advance, with a publicly available agenda. A staff meeting may coincide with a production meeting. Quorum at staff meetings shall be five **mathNEWS** Staff members. Any changes to **mathNEWS** written policy or to this document must be made available to all that are interested at the time the meeting is called.
- C. **mathNEWS** production meetings are to be called by the **mathNEWS** Editor. These meetings should take place once a fortnight, coinciding with the printing and release of their related issues.

7 Budget

- A. The **mathNEWS** Budget shall be constructed and presented as per the instructions in the **mathNEWS**/MathSoc Memorandum of Understanding.
- B. The acceptance of the **mathNEWS** Budget by MathSoc, and payments from them thereof, gives MathSoc space in **mathNEWS** for Society-related material. However, this material is not given any preferential treatment, and is treated the same as any submitted article. The Society-related material is:
 - 1. A Society Election Issue, if one is to be printed, under the guidelines outlined in §9.2: Society Election Issue.
 - 2. Reports and non-promotional articles from the MathSoc Executive Officers and/or their directors.
 - 3. Articles from the MathSoc CRO summarising the status and returns of MathSoc elections.
 - 4. Articles from the Mathematics Graduation Committee Chairperson.
 - 5. Any other articles will be counted as advertisements.

8 Advertising

- A. **mathNEWS** shall never receive payment in any form for advertisements placed into any controlled media.
- B. Advertisements should be relevant to members of MathSoc, as decided by the **mathNEWS** Editor.

9 Special Issues

- A. The **mathNEWS** Editor may endeavor to create Special Issues of **mathNEWS**, if the budget permits. These Special Issues shall receive a volume and issue number at the discretion of the **mathNEWS** Editor.
- B. A Special Issue need not be a printed issue, and may take any form the **mathNEWS** Editor desires.

9.1 Orientation Issue

9.1.1 Description

- A. The Orientation Issue is defined as a special issue of **mathNEWS**, whose purpose is to provide information to students who have been accepted into Mathematics at the University of Waterloo but have not yet started attending classes.
- B. The Orientation Issue shall be created the term prior to its release.
- C. If the Orientation Issue is to be placed directly into the hands of students by Orientation leaders, the Mathematics Orientation Team shall be granted the power of censorship for the issue.

9.2 Society Election Issue

9.2.1 Description

- A. A Society Election Issue is an issue of **mathNEWS** which contains Candidate Resumés for candidates running for MathSoc Elections.
- B. **mathNEWS** is not obligated to print a Society Election Issue.
- C. The Society Election Issue may be a standard issue of **mathNEWS**.

9.2.2 Responsibility

- A. The Candidate Resumés and their contents is the responsibility of the MathSoc CRO.

10 Written Policy

10.1 Definition

- A. Written Policy is defined as any policy, approved using the methodology described below, that **mathNEWS** follows which is not contrary to any provisions of this document in order to regulate or enable various aspects of the operation of **mathNEWS**.

10.2 Procedures

- A. **Presentation** A motion to enact, repeal, amend or re-enact an item of written policy shall originate with the **mathNEWS** Editor or the **mathNEWS** Staff member in the position concerned.
- B. **Approval** Any motion to enact, repeal or amend an item or written policy must be approved, at a **mathNEWS** Staff meeting, by a two-thirds majority of the **mathNEWS** Staff present at the time of vote.

11 Amendments

- A. Proposals for amendments to this Constitution may be made by members of **mathNEWS** Staff. Any amendment proposals must be passed, at a **mathNEWS** Staff meeting, by a two-thirds majority of **mathNEWS** Staff present at the time of the vote.

12 Implementation

- A. **Repeal** Notwithstanding any other provisions of this document, all constitutions and written policies of **mathNEWS** adopted before the date of ratification of this Constitution shall serve as **mathNEWS** policies insofar as they do not conflict with this document until amended by the **mathNEWS** Staff as per this constitution.
- B. **Interpretation** For those sections of this document where the **mathNEWS** Editor is authorised to enact policies governing said activities, in the absence of such policies those as specified by the 1989 **mathNEWS** Constitution shall continue in force until such time as the **mathNEWS** Editor sees fit to amend or repeal said provisions.
- C. **Preemption** Where sections of this document may conflict with Federation of Students Policy 71, *Editorial Independence and Codes of Ethics for Student Publications*, or any policies or memorandums arising thereof, those conflicting sections of this document shall be preempted by the applicable sections of the documents listed above.