



CONSTITUTION

ARTICLE I

1. Name. The Chairs of university geoscience departments in Canada form a body known as the "Council of Chairs of Canadian Earth Science Departments/Conférence des Directeurs de Départements de Géologie du Canada". For brevity the acronym CCCESD/CDDGC is commonly adopted; herein CCCESD will be used. The term department is deemed to include departments, schools, institutes, or centres that have distinct and separate administrative status; the term department is used herein to embrace all such types of unit.
2. Objectives. To foster, coordinate, and promote education, training, and research in earth sciences with particular emphasis on the needs, activities, and mandate of the earth science departments in Canadian universities.

ARTICLE II

1. Membership. The Council shall be composed of all Heads or Chairs of Canadian earth sciences departments. Earth sciences is taken to include geology, geophysics, engineering/geology, and all or relevant parts of oceanography, physical geography, and other related disciplines. The Council shall decide, by simple majority vote of those present, on the membership status of any particular department.
2. Application for membership. Any Department may request membership in CCCESD through a formal proposal to the Chair of CCCESD.
3. Eligibility to vote. Only members are eligible to vote at Council meetings. A member may be represented by a formal alternate from their department who shall be eligible to vote.

ARTICLE III

1. Fees. Fees may be established. An annual fee shall only be established or changed through a simple majority vote of those present at the Annual Meeting with due notice having been mailed to Council members at least one month in advance of the meeting.

ARTICLE IV

1. Officers. The Officers of the CCCESD shall comprise at least a Chair plus one representative each from the Atlantic provinces, Quebec, Ontario, and the Western Provinces. As far as possible, the officers shall be representative of the range of disciplines within the earth sciences. One officer may act as Secretary-Treasurer if required, appointed by majority vote of the officers. Officers shall be Chairs of their departments during at least half of their term on CCCESD Executive.
2. Terms of Office. Officers shall serve for a term of two years commencing at the adjournment of the appropriate annual meeting. Terms of office shall be staggered to provide for continuity. In the event of an officer resigning between annual meetings, the Executive Committee may co-opt a replacement until the next annual or special general meeting. An officer shall not normally serve for more than two consecutive terms; the Chair may not serve for more than two consecutive terms as Chair and shall normally serve for one term.
3. Election to Office. Election of officers shall take place at the Annual Meeting. Nominations may be presented from regional groups of Chairs or from individual Chairs prior to, or at, the Annual Meeting. A ballot vote shall be held at the meeting to choose or approve nominated officers.

ARTICLE V

1. Meetings. The Annual Meeting of the CCCESD shall normally be held at the GAC/MAC Annual Meeting. Notice of meeting, with agenda, shall be mailed to members at least one month prior to the meeting. Special or other meetings may be arranged by the Executive or at the formal request of any ten members. The Executive Committee shall meet as required at the call of the Chair or any three members of the Executive.
2. Quorum. A quorum for the Council shall be whichever is less of eight members or twenty percent of the membership. The quorum for the Executive Committee shall be three members.

ARTICLE VI

1. Executive. The Executive Committee shall comprise the officers of the CCCESD.
2. Chair. The Chair, or the Chair's delegate, shall chair the meetings of the Executive Committee and the Council.
3. Other Positions. A Secretary-Treasurer, or other positions, may be defined as required.
4. Committees. The CCCESD may establish committees as required. Committees shall report through the Executive to the Council or to other bodies as defined in their mandate.

ARTICLE VII

1. Amendments. The constitution of CCCESD may be amended at the Annual Meeting by a two-thirds majority vote of those present. Notice of motion to change the constitution shall be mailed to members at least one month prior to the Annual Meeting.

[Constitution approved May 18, 1985, in Fredericton, N.B. Amended 1992 05 24]