



# JOHN MOLSON COMPETITION COMMITTEE (JMCC)

Constitution

Effective May 1, 2015  
Modified June 16, 2015



# Table of Contents

ARTICLE 1: Name .....	3
ARTICLE 2: Objectives .....	3
ARTICLE 3: Membership.....	4
ARTICLE 4: Rights, Privileges and Duties of Active Members .....	4
ARTICLE 5: Jurisdiction and Composition of JMCC .....	5
ARTICLE 6: Duties of the President .....	5
ARTICLE 7: Duties of the VP Finance .....	6
ARTICLE 8: Duties of the Academic Director.....	6
ARTICLE 9: Duties of the VP Academic .....	6
ARTICLE 10: Duties of the VP Athletics.....	7
ARTICLE 11: Duties of the VP Sponsorship .....	7
ARTICLE 12: Duties of the JDC Coordinator.....	7
ARTICLE 13: Duties of the First Year Rep.....	7
ARTICLE 14: Overall Duties of Executives .....	8
ARTICLE 15: Meeting & Decision-Making .....	8
ARTICLE 16: Budget & Expenditures .....	8
ARTICLE 17: Fiscal Year .....	8
ARTICLE 18: Removal from Office .....	8
ARTICLE 19: Appointments .....	9
ARTICLE 20: Interpretations & Amendments .....	9
ARTICLE 21: CASA Constitution .....	9



## ARTICLE 1: Name

- 1.1** The name of the association shall be John Molson Competition Committee, hereafter referred to by its acronym “JMCC”. The organization shall exercise its rights and shall perform its obligations under that name. The organisation shall be a subsidiary of the “Association des étudiants et étudiantes de premier cycle en commerce et administration de Concordia Inc. / Concordia Commerce and Administration Undergraduate Students’ Association Inc.”.
- 1.1.1** Titles and acronyms are used for simplicity, and shall not limit or alter the organisation in any way from exercising its rights, and performing its obligations.

## ARTICLE 2: Objectives

- 2.1** To run the official undergraduate competition program of the John Molson School of Business, Concordia University.
- 2.2** To recruit, select and train teams of undergraduate students to represent JMSB at regional, national and international inter-university competitions.
- 2.3** To recruit, select and train students in the following categories: Academics, Debate, Social, Stock Simulation, Sports and Volunteer. The majority of the focus is on Academics.
- 2.4** To provide JMSB undergraduate students with practical training, career opportunities, network building, personal growth and professional growth.
- 2.5** To provide the ultimate university learning experience to JMSB undergraduates, to improve the undergraduate students’ skillsets and to enhance JMSB’s reputation worldwide.
- 2.6** To ensure that all JMCC delegates embody the values of JMSB – hard work, dedication, passion, trust, willingness to learn and teamwork– and represent it to the best of their abilities.
- 2.7** Consider and support activities that enhance the educational, professional, and social environment for JMSB students at Concordia.
- 2.8** To create an awareness of opportunities for students in business case competitions and to provide information and support to student inquiries on case analysis topics.
- 2.9** To provide a liaison between JMSB and other academic institutions as well as the business community.
- 2.10** To offer membership into the competition team (for a fee) to students who participate in such JMCC-related business games as Jeux du Commerce (JDC), Jeux du Commerce Central (JDCC), and Inter-Collegiate Business Competition (ICBC).
- 2.11** To provide various representatives to the CASA Board of Directors, and other bodies.



## ARTICLE 3: Membership

- 3.1** All JMSB students have the right to try out for a competition team of their choice.
- 3.2** Academic teams are to be selected by JMCC's Academic Director (Mark Haber) and the VP Academics. Sports teams are to be selected by the VP Athletics. Social, volunteer, debate and stock simulation teams are to be selected by those deemed fit by the President.
- 3.3** The Active Membership Fee is specified by the JMCC Executives at the beginning of the fall semester. The amount cannot be altered anytime during the year (beginning of fall semester to end of winter semester).
- 3.4** Active Membership is valid for a maximum of one year (beginning of fall semester to end of winter semester) and can be renewed after expiration if the member makes the competition team the year after.
- 3.5** Active Membership entitles the student to participate in JDC, JDCC or ICBC and JMCC-related activities for free or at a reduced fee.
- 3.6** JMCC Executives reserve the right to expel someone from the JMCC program, should they demonstrate a poor attitude, should they choose to not attend classes or practices without explanation, should they be comprising their team or the program's success.

## ARTICLE 4: Rights, Privileges and Duties of Active Members

- 4.1** All Active Members must attend and participate in JMCC classes, practices, and related activities. Being a part of the JMCC program is a privilege and not a right and Active Members are expected to do the best of their ability to represent JMSB at the outmost standards.
- 4.2** Active Members are expected to embody perseverance, commitment, hard work, teamwork and kindness.
- 4.3** All Active Members have the right to request and receive a copy of this Constitution and any other JMCC official document.
- 4.4** All Active members have the right to be candidates for any JMCC Executive position in their second year of membership.
- 4.5** Any Active Member is entitled to exercise his/her rights as guaranteed by Commerce and Administration Student's Association (CASA).
- 4.6** Each Active Member has the responsibility to abide by this Constitution.



## ARTICLE 5: Jurisdiction and Composition of JMCC

- 5.1** For the functioning of the Executive team, a minimum of 8 positions must be occupied in any given year. These are:
- President
  - VP Finance
  - Academic Director
  - VP Academic
  - VP Athletics
  - VP Sponsorship
  - JDC Coordinator
  - First Year Rep
- 5.2** The President has the sole authority to expand the positions listed in Article 5, create additional positions not listed in this Constitution, or to merge positions listed in the Constitution. Such positions shall vary according to the needs of JMCC.
- 5.3** The roles of the Executive team will be subject to those required by the CASA-JMSB Constitution and Book of Policies.

## ARTICLE 6: Duties of the President

- 6.1** Must be at least a second year student and have experience in the JMCC program.
- 6.2** Ultimately be responsible for JMCC and its activities.
- 6.3** Shall preside at all meetings and uphold this Constitution.
- 6.4** Must always refer to the Executives prior to taking any decision.
- 6.5** Be responsible for attending meetings of the CASA Board of Directors as an ex-officio member.
- 6.6** Shall be responsible for reviewing JMCC's financial records on a regular basis to assure the completeness, validity, and existence of transactions and balances.
- 6.7** Responsible for all room and space bookings in the MB buildings.
- 6.8** Responsible for conflict resolution amongst the numerous committees and activities within JMCC.
- 6.9** Perform other duties as may be decided upon by other Executives.
- 6.10** Shall sign cheques in the event of the unavailability of the VP Finance.
- 6.11** To attend all REFAEC meetings for the Jeux du Commerce.  
Have a presence at other university's events such as parties and fundraisers.
- 6.12** Maintain good relations with the Organizing Committee of Jeux du Commerce (this means strong understanding and spoken French) and other universities.
- 6.13** Submit a monthly written report on the activities of JMCC to the CASA BOD
- 6.14** Present an Annual Strategic Plan that includes a list of his/her position-specific as well as the overall Subsidiary goals and objectives which must be formally accepted



at the August BOD meeting. The President will be accountable to these objectives and is responsible for achieving them throughout his/her term in office.

## **ARTICLE 7: Duties of the VP Finance**

- 7.1** Responsibility for all financial transactions and ensuring that such are subject to CASA financial policies.
- 7.2** Orderly maintenance of financial records, including proper internal office system for cash receipts and disbursements.
- 7.3** At the end of the term, an annual revenue and expense summary report shall be prepared.
- 7.4** Responsible for coordinating student refunds for activities requiring student deposits.
- 7.5** Responsible for following-up and obtaining collection of money on outstanding invoices.
- 7.6** Perform other duties as may be decided upon by the other Executives.

## **ARTICLE 8: Duties of the Academic Director**

- 8.1** Responsible for coordinating the COMM 499G and COMM 499W classes.
- 8.2** Responsible for assisting the VP Academics in selecting the competition teams.
- 8.3** Responsible for attending JMCC meetings.
- 8.4** Must be at least a part-time professor as allowed by Concordia University in accordance with any collective agreement.

## **ARTICLE 9: Duties of the VP Academic**

- 9.1** Must be at least a second year student.
- 9.2** Responsible for early recruitment of Academic candidates.
- 9.3** Responsible for interviewing academic candidates over the summer.
- 9.4** Responsible for running all academic tryouts during the summer, coordinating with candidates and coaches, booking rooms, and evaluating each candidate on their performance based on established criteria.
- 9.5** Responsible for choosing and finalizing the competition teams with the Academic Director.
- 9.6** Responsible for being the liaison between the coaches, the active members, and JMCC.
- 9.7** Responsible for finding and communicating with competition organizers from other schools.
- 9.8** Responsible for registering teams to competitions on time.
- 9.9** Perform other duties as may be decided upon by the other Executives.



## ARTICLE 10: Duties of the VP Athletics

- 10.1 Responsible for the early recruitment of sports candidates.
- 10.2 Responsible for organizing all of the sports tryouts, booking fields, courts, arenas, and other venues.
- 10.3 Responsible for assuring the cohesiveness of the sports teams.
- 10.4 Responsible for having a total understanding of all the rules of the sports being practiced for Jeux du Commerce and JDC Central.
- 10.5 Perform other duties as may be decided upon by the other Executives.

## ARTICLE 11: Duties of the VP Sponsorship

- 11.1 Responsible for all sponsorship activities (package, contracts, cold-calls, follow-ups)
- 11.2 Responsible for any donations of material articles (non-monetary).
- 11.3 Responsible for reporting progress at each JMCC meeting.
- 11.4 Perform other duties as may be decided upon by other Executives.

## ARTICLE 12: Duties of the JDC Coordinator

- 12.1 This executive is usually a 3<sup>rd</sup> year student who has participated in Jeux du Commerce before.
- 12.2 Responsible for communication with the organizing committee of the Jeux du Commerce.
- 12.3 Must have complete knowledge of the “Charte des Jeux” and the “Guide du Coordonateur” by the time Jeux du Commerce begins.
- 12.4 Must attend all REFAEC meetings for the Jeux du Commerce.
- 12.5 Perform other duties as may be decided upon by other Executives.

## ARTICLE 13: Duties of the First Year Rep

- 13.1 Be a Regular Member in his/her first year of the JMSB, and will serve as an additional resource to the JMCC Executive.
- 13.2 Learn and aid in the delivery of the JMCC programs and the execution of JMCC activities.
- 13.3 Have a degree of responsibility appropriate to his/her skill level, at the discretion of the JMCC Executive.



- 13.4 To the best of his/her ability, assist in the transition of his/her successor.
- 13.5 Fulfill such other duties as shall be delegated to him/her by the JMCC President.

## ARTICLE 14: Overall Duties of Executives

- 14.1 Each Executive in assuming his/her post assumes full responsibility for his/her duties. Duties should be transferred to other Executives only if absolutely required.
- 14.2 All Executives are required to attend weekly meetings.
- 14.3 All Executives must be an undergraduate student in the year they assume their duties, except the Coordonateur JDC and JDC Central Captain.
- 14.4 The President and Executive VP shall have co-signing authority for all financial matters.

## ARTICLE 15: Meeting & Decision-Making

- 15.1 There shall be an annual meeting of all past and newly appointed Executives for the purpose of informing and passing over the titles.
- 15.2 Executive Meetings: more than half of the executives must be present at meetings for decisions to be officially binding.

## ARTICLE 16: Budget & Expenditures

- 16.1 All expenditures must be reported to and approved by the President and VP Finance, in accordance with the established budget.
- 16.2 The budget must be prepared annually by the VP Finance, within 2 months of entering office, with the assistance from all Executives.

## ARTICLE 17: Fiscal Year

- 17.1 The fiscal year of JMCC shall terminate on the 30<sup>th</sup> of April.

## ARTICLE 18: Removal from Office

The President may resign from his or her position by submitting a written notification to the CASA President. Upon resignation, the office previously held by the President shall be considered vacant.





- 18.1** Any Executive, including the President, may be removed from office for violation of these by-laws, for delinquency of duties or for misappropriation of funds.
- 18.2** No petition is required to remove an executive from office. The decision remains in the hands of the committee and/or CASA President.
- 18.3** The President may be removed from his/her position by a special majority vote of the BOD upon the recommendation from the CASA President or after a special majority vote of the Executive approving a removal from office
- 18.4** Each Executive shall have the right to resign from his/her position by providing the President with a formal written notice five university days prior to it taking effect.

## **ARTICLE 19: Appointments**

- 19.1** In the case where amendments to the Constitution have affected the organizational structure of JMCC, the Executive reserves the right to appoint Interim Executive, with all due privileges and responsibilities until the next annual appointments.

## **ARTICLE 20: Interpretations & Amendments**

- 20.1** If an interpretation of the constitution is called for by any member, by vote of the Executive an interpretation shall be made.
- 20.2** Any changes to this constitution must be approved by a simple majority vote of the Executive prior to being brought to CASA's Board of Directors or its Policy Committee for ratification.

## **ARTICLE 21: CASA Constitution**

- 21.1** Where items are not defined in this Constitution or there are inconsistencies with the official CASA governance documents, the latter shall take precedence.
- 21.2** Only the physical copy of this Constitution filed in the CASA office is considered binding.