

**Final Jan 25 2016**

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**McGILL UNIVERSITY**

**AND**

**MACDONALD CAMPUS STUDENTS' SOCIETY/  
ASSOCIATION DES ÉTUDIANTS DU CAMPUS MACDONALD**

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**MEMORANDUM OF AGREEMENT** made and entered into at the City and District of Montreal, Province of Quebec.

**BETWEEN** **MCGILL UNIVERSITY**, a University duly constituted by charter, having its principal office at 845 Sherbrooke Street West, in the City and District of Montreal, Province of Quebec,

(hereinafter referred to as the "University")

**AND** **MACDONALD CAMPUS STUDENTS' SOCIETY**, an incorporated society having its office in the Centennial Centre at the Macdonald campus of the McGill University,

(hereinafter referred to as the "Association")

**WHEREAS**, MCSS was incorporated on February 20, 1976 by Letters Patent issued pursuant to Part III of the *Companies Act (Québec)* **NEQ: 1143644434**;

**WHEREAS** the purpose of the Association is to unite and represent all undergraduate and diploma students of the Macdonald campus, to promote their welfare and interest and to provide activities to enhance the educational, cultural life of its members;

**WHEREAS** a referendum of members of the Association approved the collection of fees for its operating expenses and the support of its activities;

**WHEREAS**, on the basis of said referendum, the Board of Governors of McGill University approved the collection of fees from the members of the Association for said purposes;

**WHEREAS** the University and the Association, entered into an agreement respecting various matters including the assessment and collection of fees from students and the operation of University accounts for such fees;

**WHEREAS** the University and the Association wish to enter into a new agreement, in replacement of the previous agreement

**NOW THEREFORE, THE PRESENT AGREEMENT WITNESSES:**

1. **COLLECTION OF ASSOCIATION FEES**

- 1.1 Subject to the approval of the Board of Governors of the University, the University shall collect in each of the fall, winter, spring and summer sessions during the term of the present Agreement all Association fees from undergraduate and diploma students at its Macdonald campus students duly registered at the University and assessed by the Association, such fees (the "Association Fees") to be used by the Association for its operating expenses and in support of the Association's student-related activities. The current Association Fee Schedule appears as Appendix A hereto.
- 1.2 The Association Fees shall be included in the total student fee assessed by the University and all existing University regulations pertaining to the assessment and collection of fees shall apply thereto.
- 1.3 The Association Fees shall be distributed yearly as follows:
- The **first distribution** of the Association Fees shall be paid to the Association on September 15 and shall reflect fee assessments from June 1 to August 31st.
  - The **second distribution** of the Association Fees shall be paid on November 15th and shall reflect the balance of the Fall Term assessments as at October 31st. There shall be no holdback of fees for either of these remittances.
  - The **third distribution** of the Association Fees shall be paid on February 15th and shall reflect the Winter Term fee assessments as at January 31st. An amount equal to 10% of the amount to be paid as the third distribution shall be held back by the University to account for changes in student registration occurring from February 1st to May 31st.
  - The **final distribution** of Association Fees shall be paid on June 15 and shall reflect assessment as at May 31st, less the 1% fee for bad debt charges (in accordance with section 1.4), the Annual Administrative Fee (in accordance with section 2.1) and any other amounts owed to the University as at May 31st.
- 1.4 No charges shall be levied by the University for the collection of the Association Fees; however, the University shall be entitled to receive 1% of the total fees assessed in each term as relief for the collection of bad debts. Upon request, the University shall provide the Association with information on the number of students carrying bad debts.
- 1.5 At the option of the Association, and with the consent of the University, the Association Fees may be credited to an internal account of the University with the prior written approval of the University for the exclusive use of the Association.
- 1.6 No adjustments to the Association's fees shall be applied or collected by the University unless the Deputy Provost (Student Life and Learning) has confirmed in writing that the formalities required by the Association's Constitution for fee adjustments, and applicable law, have been followed.
- 1.7 All requests for new fees or fee changes must be sent in writing to the Deputy Provost (Student Life and Learning) Office by April 1 for implementation in the Fall term and by November 20 for implementation in the Winter term.

## 2. ACCOUNTING SERVICES

2.1 The University shall provide certain accounting services to the Association for an Annual Administrative Fee in accordance with the schedule contained in **Appendix B**. This fee is subject to an annual review by the University. The services to be provided will include the following:

2.1.1 Monthly trust fund statements indicating fee revenues, distributions and expenses resulting in year to date totals.

2.1.2 Provision of regular lists on the Association's membership on a scheduled basis; weekly in August/September and monthly the remaining months.

The Association shall request security access at the beginning of their mandate to access Minerva reports. The President of the Association must authorize all requests for access, and should the President require access, then two vice-presidents of the Association must authorize his/her request. Security authorization to Minerva reports shall terminate each year on June 15<sup>th</sup>. Employees of the Association who have been given access may keep their access upon confirmation by the current year's President.

2.2 Should the Association require any other lists, data sets or any other type of information on its membership or financial records not already provided for in article 2.1 above or elsewhere in this Memorandum of Agreement, the University shall give effect to the request upon reasonable prior notice, to the extent allowed by law and subject to the payment of an appropriate fee. This fee shall be identified prior to fulfilling the request.

The University is subject to the provisions of the Quebec **Act Respecting Access to Documents held by Public Bodies and the Protection of Personal Information** and therefore reserves the right to refuse to give effect to a request.

2.3 Notwithstanding article 2.1, should any programming changes be required to be performed by University's Network Communications Services ("NCS") at the request of the Association, the University reserves the right to charge the Association the hourly rate for the work to be performed.

2.4 The University shall not draw any funds from the account maintained by the University for the use of the Association or from the fees collected by the University for the Association without the Association's prior written approval, unless exercised as a remedy pursuant to article 9 hereto.

## 3. LOANS AND GRANTS

The Association may apply to the University from time to time for loans and grants in aid of activities or projects, the granting of which shall be in the sole discretion of the University.

## 4. STAFF STATUS

All staff hired by the Association shall have exclusive MCSS employment status. The working conditions, including payroll, of all Association staff shall be determined solely by the Association and shall be the sole responsibility of the MCSS.

## 5. INSURANCE

- 5.1 The Association shall ensure that its officers and employees are covered under the terms of an Employee Dishonesty Policy with a reputable licensed insurer, to maintain such policy in force at all times during the term of the present Agreement and to provide the University each year with a copy of such policy.
- 5.2 The Association shall be solely responsible for obtaining appropriate insurance necessary to conduct its activities, including and without limitation, comprehensive general liability insurance including but not limited to libel slander, defamation of character, loss of property damages and personal damages and shall name the University as co-insured. To the extent that such insurance is obtained by arrangement with the McGill Risk Management and Insurance Office such costs shall be debited to the Associations.
- 5.3 The Association shall provide evidence of such coverage upon execution of the Agreement and annually thereafter to the McGill Risk Management and Insurance Office. Evidence shall take the form of true copies of the relevant insurance policy or renewal certificate, as the case may be.
- 5.4 The Association shall hold harmless the University, its officers, employees and agents of and from any and all suits, claims or demands, and reasonable costs and expenses that may arise by reason of the operation of activities of the Association, or any act, neglect, omission of the Association, its directors, officers, employees, agents or persons engaged or retained by it.

## 6. MAINTENANCE AND AUDITING OF ACCOUNTS

- 6.1 All financial records, books and accounts of the Association shall be maintained in accordance with generally accepted accounting principles consistently applied.
- 6.2 The Association shall provide the Deputy Provost (Student Life and Learning) with a copy of its annual audited financial statements within 120 calendar days of each financial year-end. The Association's financial year-end is May 31.
- 6.3 Upon reasonable notice from the University and upon reasonable cause, the Association shall make available for audit all documents relating to:
- (a) current contracts and expenditures;
  - (b) projected contracts and expenditures; and
  - (c) books, records and accounts.
- 6.4 The Association shall engage the services of a reputable auditing firm or chartered accountant in good standing with the **Order of Chartered Accountants of Québec** to prepare the Association's annual financial statement. The Association shall advise the University of the name of the auditing firm or chartered accountant. In the event the University does not find that firm or the chartered accountant acceptable the Association shall appoint another firm or chartered accountant acceptable to the University.

## 7. USE OF THE MCGILL NAME OR EMBLEM

- 7.1 The Association recognizes the University is the owner of the intellectual property in the names "McGill", "Macdonald College" and "Macdonald Campus" and the associated trademarks and crest which are duly protected by the *Trademarks Act*.
- 7.2 On a non-exclusive basis and solely in connection with its activities related to its role as a student association and in accordance with this Agreement, the University hereby grants the Association the right to use the name "Macdonald Campus" in its name "**MACDONALD CAMPUS STUDENTS' SOCIETY**". The present grant is not assignable.
- 7.3 The University's trademarks and emblems may not be used in connection with the Association's name or logo, or that of the names or groups of the Association, which shall be distinct from that of the University's. A copy of the Association's approved logo appears in **Appendix C**.

Any change to the Association's approved logo or trademark shall be submitted in advance for confirmation by the Deputy Provost (Student Life and Learning) that the proposed new logo or trademark conforms to the terms and conditions set out in this section. The Deputy Provost (Student Life and Learning) shall provide a written response within one week of the Associations' submission. Approval shall form an amendment to this agreement.

- 7.4 On a non-exclusive basis, and for the term of this Agreement and in accordance with its conditions, the University hereby grants those Association's groups, clubs or services ("the Groups") whose Group names have been approved with the McGill name permission to use "McGill" in their names as they appear in **Appendix G**:
- (i) The present grant is not assignable.
  - (ii) McGill reserves the right to withdraw such permission at any time and for whatever reason, subject to notice and discussion with the Association.
  - (iii) The Groups shall not use the name, emblems or trademarks of the University in connection, or in any way integrated, with the name, logos or emblems of the Group, which shall be distinct from those of the University.
  - (iv) Any changes to **List of Groups** appearing in **Appendix G** (including any additions or deletions, or changes to a Group's name or to its activity) shall be brought to the attention of the Office of the Deputy Provost (Student Life and Learning) and the change shall be confirmed by the Deputy Provost (Student Life and Learning) within two weeks of receiving of the notice of change.
  - (v) The Association acknowledges and accepts that going forward (effective June 1, 2015) any new Group of the Association wishing to adopt the name "McGill" as

part of its name shall be permitted to do so by adopting one of the **Approved Forms for Group Names** approved by the University and as set out in the category of activity in accordance with the **Recitals in Appendix G.**

- 7.5 For all Groups, and for all their activities, services, offerings, advertisements and websites, the Association shall respect the rights of the University as owner of the trade name "McGill" and shall adhere to the conditions set out in **Section 7** and the **Recitals of Appendix G.**

Each Association Group shall identify themselves as a group of the Association using the form of:

*"A [e.g. sports club, service...] of the MCSS, a students' association at McGill University"*

- 7.6 Neither the Association, nor any of its Groups, shall use the name of the University for any other purpose without the prior written consent of the Deputy Provost (Student Life and Learning).
- 7.7 For **event-specific permission** to use the name, emblems or trademarks of the University for the Association's use, or for the use of any of its Groups, the Association shall obtain express prior written consent from the Secretary-General of the University. Permission shall be granted at the University's discretion and, where granted, is time-limited and not assignable. McGill reserves the right to withdraw such permission at any time and for whatever reason.

## **8. CONTRACTS AND LEGAL PROCEEDINGS**

- 8.1 Any acts, contracts, and legal proceedings involving either party shall be the exclusive responsibility of that party.
- 8.2 Neither party shall enter into or execute any cheques, contracts, documents, instruments, receipts, leases or other agreements in the name of the other party or in any way engage the liability of the other party thereon by any other means.
- 8.3 The parties shall not solicit or receive any gift, grant or bequest in the name of the other without prior written consent.
- 8.4 Should any legal proceedings or claims be taken or made against either party as a result of an act of the other, the legal proceedings or claims shall be immediately referred to the other party, which shall deal with it in a timely manner and at its own expense. Any costs or expenses incurred by such litigation or claim including, *inter alia*, any legal fees, condemnation, order, settlement, interest, judicial and extra judicial fees and costs, shall be entirely at the charge of the other party.
- 8.5 Either party shall have the option to engage its own legal counsel to intervene in or direct any legal proceedings in respect of the other party where its interests are involved. In such a case, all expenses, extra judicial fees and disbursements shall be borne exclusively by the party, which has invoked this option.

## 9. RIGHT TO SET OFF

- 9.1 Should the University, following due notice to the Association, be required to pay any of the charges, costs, expenses, debts and claims which are by these presents to be borne exclusively by the Association, or should the Association be in any way indebted to the University, the University is authorized to collect or set off the said amount against the funds paid or payable to the Association pursuant to this Agreement, and which shall be subject to the following:
- 9.2 In accordance with the present Agreement:
- a) The University must provide the Association with a written notice of the charges, costs, expenses, debts and claims providing complete details and documents relating thereto.
  - b) The Association shall have a delay of thirty working (30) days (or sixty (60) calendar days between period May 1 and August 31) after the receipt of such notice in which to resolve and/or remedy the matter.
  - c) The University shall exercise its best effort to inform the Association as soon as possible within the same financial year of any charges, costs, expenses, debts and claims on the part of the Association under this clause.
- 9.3 Notwithstanding the foregoing, the Association may submit any disagreement under this section to an Arbitrator in accordance with article 12.3.

## 10. LIQUOR PERMITS

The Association shall apply for and maintain in its name necessary liquor permits for any event, it, and any of its clubs or groups, may hold from time to time for its own purposes.

- 10.1 Except for one bar permit held for the for The Ceilidh, the Association recognizes and reaffirms its commitment to respect article 39 of the *Quebec Act Respecting Liquor Permits (chapter P-9.1)* that specifies the Association may only hold a **reunion class liquor permit**, as defined in article 33 of the Quebec Act Respecting Liquor Permits (chapter P-9.1), for events held within University buildings or anywhere on University property. The hosting of such events is subject to prior express approval of the University and such other conditions as set from time to time.
- 10.2 The Association shall exercise its permits in accordance with all laws, municipal and government regulations as well as all internal requirements and policies of the University and appropriate standards of conduct, that include, but are not limited to those relating to:
- (a) hosting on campus events only in approved University locations;
  - (b) advertising these campus events, and the cost of alcohol, in accordance with the law;
  - (c) purchasing, storing (as applicable) and serving the alcoholic beverages at these events in accordance with the law;
  - (d) adhering to all requirements with respect to building, fire, security and room capacity.

- 10.3 The Association shall hold harmless the University for any and all claims, fees or fines arising from its exercise or omission to exercise its rights and duties under such permits and as host of these events.

## 11. REPRESENTATIONS OF THE ASSOCIATION

- 11.1 The Association represents, warrants and covenants that:
- 11.1.1 the charter documents, constitution and by-laws of the Association consist entirely of the documents remitted to the University concurrently with the execution of the present Agreement and which appear as **Appendix C**. The Constitution and by-laws of the Corporation are provided for reference purposes. The Parties agree that no clause in the Constitution or By-laws shall modify or supersede this Agreement;
  - 11.1.2 a referendum of the Association members has been duly held in accordance with its constitution approving the existing Association Fees and such referendum continues to bind the Association and its members;
  - 11.1.3 it has amended its policies and procedures to provide for conflict of interest provisions respecting the hiring of employees, contracts with related parties and the administration of its affairs;
  - 11.1.4 it is and shall maintain its status as a corporation under Part III of the *Quebec Companies Act* whose membership is limited to regularly registered undergraduate and diploma students at Macdonald Campus of the University; and
  - 11.1.5 no member shall act as Director or Officer of the Association while subject to a non-academic disciplinary measure under the **Handbook of Students Rights and Responsibilities** that has the effect of removing either temporarily or permanently the Director or Officer's student status.
- 11.2 The Association shall provide the Deputy Provost (Student Life and Learning) with a copy of:
- i. the Association's **annual Declaration of Incorporation** as proof that the Association has maintained its incorporated status;
  - ii. a copy of the Association's **annual audited Financial Statements** prepared in accordance with Article 5 herein;
  - iii. a copy of the **annual Certificate of Insurance** obtained in accordance with Article 4 herein;
  - iv. a copy of a complete **up-to date Appendix E** as at September 30th, listing all Association, clubs and services for the following academic year in accordance with Article 6 herein and the Recitals appearing in **Appendix E** by Sept 30<sup>th</sup>; and
  - v. any changes to the documents remitted to the University concurrently with the execution of the present Agreement, within 30 days of the change.

## **12. EVENT OF DEFAULT**

- 12.1 Each of the following shall be considered an event of default:
- 12.1.1 when either the Association or the University breaches a term or condition of the present agreement or of any other agreement between the Association and the University;
  - 12.1.2 when the Association violates its charter, constitution or by-laws (some of which are appended hereto and appear as Appendix C) or any duly approved regulations, rules or policies of the University some of which appear at [www.mcgill.ca](http://www.mcgill.ca) and in particular those in the University Administrative Handbook located at <http://www.mcgill.ca/adminhandbook/>;
  - 12.1.3 when in the course of or subsequent to an audit, the Association's auditor reports on material fraud, error or misstatement of the books or financial records of the Association;
  - 12.1.4 when the Association ceases to operate, dissolves, modifies its status, makes any general assignment for the benefit of the creditors, takes the benefit of any insolvency or bankruptcy act or if a receiver or trustee be appointed for the property of the Association or any part thereof.
- 12.2 In the event of default, the defaulting party shall be entitled to written notice of default and upon receipt of such notice, shall have 30 working days (or 60 calendar days between period May 1 and August 31) within which to remedy such default.
- 12.3 In the event of a dispute over the existence of a default, either party shall be entitled to submit the dispute to arbitration by giving the other party written notice no later than 90 calendar days from the date of the notice referred to in Section 12.2. Such notice shall suspend the delay granted to remedy the default referred to in Section 12.2.
- 12.4 Submission to arbitration shall be made in accordance with the provisions of the Quebec Code of Civil Procedure (Sections 940 and following) to one arbitrator chosen by the parties. The fees and expenses of the arbitrator shall be shared equally between the parties.
- 12.5 Notwithstanding section 12.3, the parties agree that it is in their best interest to resolve any dispute amicably. The parties agree to engage in an open and respectful dialogue between the Deputy Provost (Student Life and Learning) and the President of the Association with the aim of arriving at an amicable resolution of the dispute.
- 12.6 Any condition of default shall be subject to a prescription period of three (3) years.

### **13. REMEDIES**

- 13.1 Upon the confirmation of the occurrence of a default by either party, in accordance with section 12, the present Agreement may be terminated forthwith upon written notice to the defaulting party.
- 13.2 Upon the confirmation of the occurrence of an event of default by the Association, in accordance with section 12, all funds for the Association shall be allocated to an interim trust fund ("Trust Fund") administered by the University and overseen by a committee of five (5) individuals comprising of two University representatives, two Association representatives and chaired by a person selected by agreement of the parties. The Committee shall oversee the administration of the Trust Fund until such time as the Association has been restructured and reinstated.
- 13.3 Upon dissolution or cessation of operation of the Association, all funds for the account of the Association shall be allocated to an interim trust account for a period of not to exceed two (2) years. An amount of up to 50% of the interim trust fund shall be made available to the officers designated under the Association's Constitution, to help them in their efforts to restructure and reinstate. After two years, if the Association has not been restructured and reinstated, the balance of the trust fund shall be deposited into a MCSS Endowment Fund, the revenue of which shall be used to provide undergraduate and diploma students of Macdonald campus with student services and student aid, under the guidance of a committee of equal representation of Macdonald campus students and McGill administration until such time as the Association is able to restructure and reinstate itself according to its constitution.
- 13.4 The Association shall be responsible for the reasonable costs incurred by the University, including reasonable legal costs, as a result of defaults by the Association under the present agreement. The University shall be responsible for the reasonable costs incurred by the Association, including reasonable legal costs, as a result of defaults by the University under the present agreement.
- 13.5 It is expressly agreed that such termination shall be in addition and without prejudice to all other rights as provided by law or herein.

### **14. STUDENT PUBLICATIONS**

- 14.1 The University recognizes that the Association's role as a representative body of students may necessitate the publication of newspapers, newsletters and periodicals directed towards its members and distributed on the Macdonald campus. Thus, the Association may distribute, at no cost, a newspaper entitled "*Afterthought*", and a newsletter entitled "*Mouthpiece*" ("the Publications") oriented toward the general interest of the Association's student membership.
- 14.1.1 The editorial, reporting and advertising content of the Publications shall be the sole and exclusive responsibility of the Association. For greater certainty, the University shall not be responsible or liable for the editorial, reporting or advertising content of the Publications.

14.1.2 The Association shall display on the title page, the Association's logo and the name of the Publication with the following notice appearing immediately below the Publication's name in at least 9-point font:

*“Published by the **Macdonald Campus Students' Society (MCSS)**, a student society of McGill University. The content of this publication is the sole responsibility of MCSS and does not necessarily represent the views of McGill University.”*

14.1.3 The Publications shall not display the McGill name, crest or logo in its masthead.

14.2 The Association may distribute the Publications at no cost by leaving copies at defined locations in the buildings designated by the University:

14.2.1 The list of **Approved Campus Locations** and the list of **Approved Off-Campus Locations** appears in **Appendix D**.

14.2.2 Off-campus distribution of the Publication is permitted under the following conditions:

- (a) no off-campus distribution is permitted without the prior written permission of the manager of those off-campus locations and the authorization from the Deputy Provost (Student Life and Learning);
- (b) no off-campus distribution shall be permitted in public places including sidewalk boxes;
- (c) authorization of the Deputy Provost (Student Life and Learning) is revocable upon demand.

14.2.3 No changes shall be made to this list appearing as **Appendix D** without the prior approval and authorization of the Deputy Provost (Student Life and Learning).

14.3 Notwithstanding the generality of the foregoing, the permission granted to the Association under this Agreement does not extend to the distribution of commercial flyers and advertisements for third parties; either placed loosely within the Publication or distributed with the Publication (whether or not placed on the newsstands), which is strictly prohibited.

14.4 It is understood that subject to the provisions in this Agreement, the Association is permitted to produce and distribute to its members at no cost, Association brochures and agendas.

## **15. BUSINESS ACTIVITIES**

The following are the general principles governing the business activities of the Association:

15.1 With respect to business activities in the Centennial Centre, the Association shall discuss with the University changes in those business activities.

- 15.2 With respect to business activities in the Centennial Centre, the Association may engage in the revenue-generating activities on the University premises listed in **Appendix E**. The Association must receive the University's prior written approval for changes in the use of University space listed in **Appendix E**. Revenue Generating Activities (RGA's) are defined as all operations that produce income or recover costs by providing goods or services to the University community or, in some cases, to the general public.
- 15.3 The Association must have the University's prior written agreement in signing any contracts or agreements with external third parties for Association's business purposes that lead to the use of University space and/or facilities by such external third parties.
- 15.4 When University space and/or facilities are used for business activities, the University must be reimbursed appropriately for the costs associated with the use of such space and/or facilities; these may include, but are not be limited to, the payment of electricity, air conditioning, janitorial and maintenance charges. The University shall provide the Association details and document such charges, upon request.
- 15.5 Any University space or facilities used for business activities may be subject to a lease arrangement which may include the payment of rent.
- 15.6 The University and the Associations shall undertake to discuss contracts or agreements with external third parties regarding certain business activities which may lead to the recovery of costs for the University as well as generate sufficient income to the benefit of both the University and the Association.

## **16. LOCATION**

- 16.1 In accordance with its status as a student association, the University shall provide the Association with a room at no charge which shall constitute an office from which to conduct its activities. The location of this room shall be on or around the Macdonald campus of the University and shall constitute the Association's principal premises.
- 16.2 The University further grants to the Association the use of the University space and/or facilities which appears in **Appendix F** at no charge for the term of this Agreement and for the stated purpose.
- 16.3 Any request for additional space shall be subject to availability and may be evidenced by a separate lease agreement between the parties.
- 16.4 The University reserves the right to bill the Association for any extraordinary cleaning or repair necessitated as a result of an Association-sponsored activity in University premises listed in either **Appendix E** or **F**.

**17. TELEPHONE, E-MAIL AND MAIL SYSTEMS**

As long as the Association is located in a University building, the Association shall be entitled

- 17.1 to purchase telephone services from the University, including the "398" exchange number, long distance services, internal switching and University directory listings. No equipment other than that provided by McGill Network and Communications services may be attached to lines provided by McGill.
- 17.2 to purchase backbone connectivity and Internet access for their computers. This does not include a right to web casting which may be subject to a separate agreement.
- 17.3 to use the University's e-mail system subject to the Association, its employees, officers and volunteers, respecting University policies including but not limited to the **Policy on the Responsible Use of McGill Information Technology Resources**.
- 17.4 to use the University's mailing system, including internal delivery. The Association shall pay for all costs associated with the use, including but not limited to, the cost of external mail sent through the University mailing system.
- 17.5 subject to the conditions set out in Articles 7 and 12, the University grants the Association the right to use "McGill" within its domain name <http://www.mcass.mcgill.ca/> (redirected to <http://www.macstudents.ca>) within the Association' own independent interactive website.

The Association shall pay for all costs associated with the integration and the use of these systems as set from time to time. Integration in these University systems is a privilege, which may be revoked, should the University reasonably believe that the Association has used any system in a manner contravening McGill policy. The University shall provide the Association with such reasonable notice, as deemed to be appropriate, prior to revoking of any of these systems

**18. TERM AND REVIEW**

The term of the present agreement shall begin on **June 1, 2015** and end on **May 31, 2020**. Nine (9) months prior to the expiration of the term, the parties shall review in good faith the terms and conditions with a view to renew on a mutually agreeable basis. In the event the parties are unable to agree on the terms of renewal, the term of the present agreement shall be extended for a maximum of six months.

**19. NOTICE**

Any notice to be given by the present Agreement shall be given to the University at its above-mentioned address to the attention of the Deputy-Provost (Student Life and Learning) and to the Association at its above-mentioned address to the attention of its President or any available officer should the President not be available.

**20. ENTIRE AGREEMENT**

This present Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes and replaces all prior agreements, undertakings, negotiations and discussions of the parties.

**21. LANGUAGE**

The parties to the present Agreement have requested that the present Agreement be drafted in the English language. *Les parties à la présente ont demandé que la présente convention soit rédigée dans la langue anglaise exclusivement.*

**AND THE PARTIES HAVE SIGNED:**

**MACDONALD CAMPUS STUDENTS' SOCIETY INC.**

Per: \_\_\_\_\_  
Mathieu Rouleau  
President  
Date \_\_\_\_\_

Per: \_\_\_\_\_  
Nihal Mandanna CP  
Vice-President, Finance  
Date \_\_\_\_\_

**McGILL UNIVERSITY**

Per: \_\_\_\_\_  
Professor Ollivier Dyens  
Deputy Provost (Student Life and Learning)  
Date \_\_\_\_\_

Per: \_\_\_\_\_  
Professor Anja Geitmann  
Dean and Associate Vice-Principal (Macdonald Campus)  
Faculty of Agricultural and Environmental Sciences  
Date \_\_\_\_\_

## APPENDIX A

### Association Fee Schedule in accordance with Article 1 of this Agreement

A. All students registered at Macdonald campus of McGill University in the undergraduate and diploma programs are members of MCSS.

These include students in the undergraduate students in the B.Sc. (Ag & Env), B.Eng (Bio), B.Sc. (F. Sc.), BSc, (Nutr. Sc.) and represented by the DHNUS, AESUS, and FMT DEC diploma students.

B. Association Fees in 2014-2015 are as follows:

<u>Description</u>	<u>Amt</u>	<u>Start Date</u>	<u>End Date</u>	<u>referendum date</u>	<u>Opt Out</u>	<u>Notes</u>
Society Activity Fee	40 FT /25 PT	n/a	n/a	n/a	no	
Class Fee	\$1.00 per term all students	n/a	n/a	n/a	no	
MCSS Business Operations Health & Dental plan	\$12.50 per term all students	n/a	n/a	n/a	no	Yes through the insurer if student can show comparable coverage
	\$206.67 CDN; \$114.61 International charged once in the Fall	n/a	n/a	n/a		
Sustainable Projects fund	\$.50 per credit to max of \$7.50 per term	Winter 2010	Winter 2018	Spring 2018	no	pegged to inflation

**N.B.** MCSS fees do not apply to exchange students, students in ContED or graduate students.

**APPENDIX B**

**Annual Administrative Fee Schedule  
in accordance with Article 2 of this Agreement**

Amount of Association Fees Collected	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Less than \$99,999	\$450	\$500	\$550	\$600	\$650
\$100,000-\$149,999	\$800	\$850	\$900	\$950	\$1100
\$150,000-\$199,999	\$925	\$1000	\$1125	\$1250	\$1350
\$200,000-\$249,999	\$1200	\$1250	\$1300	\$1365	\$1450
\$250,000 or more	\$1850	\$1950	\$2100	\$2200	\$2400

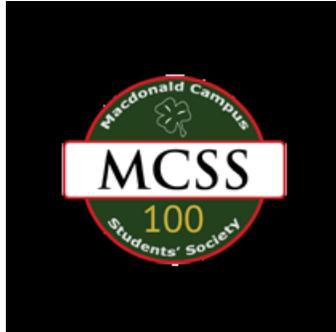
## **APPENDIX C**

### **Charter documents, Constitution and By-laws of the Association in accordance with Article 11 of this Agreement**

Includes copies of:

- i. Constitution and By-laws
- ii. Annual Declaration of Incorporation 2014
- iii. Copy of the Insurance Certificate 2014
- iv. Copy of the Audited Financial Statements 2014

v. Copy of Approved Association Logo



## APPENDIX D

### List of On-Campus and Off-Campus Locations for Distribution of Publications in accordance with Article 14 of this Agreement

#### 1. On-Campus Locations

The Publication, when published, shall be distributed in the following locations:

a. On Macdonald Campus:

Lods Research Centre  
Tadja Hall  
Barton Building  
Redpath Museum  
Cattle Barn (Old)  
Cattle Complex  
Centennial Centre  
Conservation Centre  
Farm Centre  
Harrison House  
Horticulture Services Building  
Laird Hall  
Large Animal Research Unit  
Macdonald-Stewart Building  
Nutrition Barn  
Parasitology Building  
Raymond Building  
Raymond Greenhouse 1  
Summerby Greenhouse  
Rowles House  
Stewart Athletic Complex  
Swine Complex  
Shaver Poultry Unit  
Student Life and Learning Building

b. On the Montreal Campus:

Arts Building  
Redpath/McLennan Library Building  
Brown Student Services Building

**Note:** Distribution at Thomson House and at the University Centre is permitted subject to express written permission of the PGSS and the SSMU who hold leases on these premises.

#### 2. Off-Campus Locations

The Publication shall not be distributed off campus.

## APPENDIX E

### University space and/or facilities granted to the Association in accordance with Article 15.

Space designated for revenue-generating activities (defined above) includes, but is not limited to, space for point of sales, storage, offices, distribution.

1. The Association is entitled to operate the following revenue-generating activities in the Centennial Centre at the designated areas:

- a) **The Ceilidh bar**

The University grants the Association the following space related to the operation of the bar: the area around the bar, the storage room beside the bar, the basement alcohol storage rooms, the ground floor cooler, the coat check room, the DJ room.

Rm 111 (223sq.ft) *[used as DJ booth]*  
Rm 108 (743sq.ft) *[kitchen]*  
Rm 110 (69sq.ft) *[walk-in freezer]*  
Part of Rm 107 (425sq.ft) *[Bar]*  
Rm 029A (390sq.ft) and Rm 029B (268sq.ft) *[used for liquor/inventory storage]*

**Total: 2118**

- b) **The Bookstore**

The MCSS will manage the Bookstore, subject to the MCSS satisfy all of the academic needs of the students and faculty at Macdonald campus and subject to all legal requirements. Space designated for the Bookstore is:

Rm 141 (659sq.ft) *[used for bookstore]*  
Rm 155 (266sq.ft) *[used for bookstore storage]*

**Total: 925**

2. **The Ballroom**

- The University grants the Association use of the Ballroom for MCSS functions free of charge but subject to availability.
- The University also grants the Association use of the Ballroom for third party functions subject to availability and adherence with all legal requirements for the function. The Association shall be responsible for the cost of all permits, McGill security, air conditioning, and cleaning charges (before and after) necessitated by the function. These shall be billed to the Association separately.

3. The Association shall not be entitled to operate directly or indirectly, food and beverage services except in the bar.
4. The Association shall exercise such right in accordance with all laws, regulations, codes and the internal requirements of the University such as without restriction, building codes, fire regulations, security standards, building use, health and safety rules and other similar requirements. The exercise of such rights by the Association or by third parties shall not in any manner impose any obligation, liability, involvement or intervention upon the University.
5. All costs (including but not limited to any permits or municipal fees) related to these activities shall be the sole responsibility of the Association
6. For the term of the Agreement, the Association shall pay the University the following annual fee on the space granted to the Association for revenue-generating activities:

<b>Year</b>	<b>Sq.Ft.</b>	<b>Downtown Rate (for reference purposes )</b>	<b>Macdonald Campus Rate</b>	<b>Total Amount</b>
2015-2016	3043	\$16.00/sq.ft	\$15.00/sq.ft	\$45,645
2016-2017	3043	\$17.00/sq.ft	\$15.50/sq.ft	\$47,166.50
2017-2018	3043	\$18.00/sq.ft	\$16.00/sq.ft	\$48,688
2018-2019	3043	\$19.00/sq.ft	\$16.50/sq.ft	\$50,209.50
2019-2020	3043	\$20.00/sq.ft	\$17.00/sq.ft	\$51,731

7. The Association must receive the University's prior written approval for any changes in the use of University space designated for these revenue-generating activities.
8. The Association shall not engage in any revenue-generating activities outside the Centennial Centre.

## **APPENDIX F**

### **University space and/or facilities granted to the Association in accordance with Article 16.**

The University space granted in accordance with this article is located in the Centennial Centre.

For the exclusive use of the MCSS for itself and/or for the DHNUS and AESUS:

Rm 101, 102, 103, 105, 106  
Rm 115, 116, 117, 118, 119,120  
Rm 147  
Rm 207

As office storage: Rm 029C, 029D and 029E

Note: Rm 161 is used for tables and other storage; the Janitor is permitted to use this room to store cleaner.

The MCSS shall allocate space to Macdonald students' societies that MCSS officially recognizes, provided that the terms of this Agreement are respected by such students' societies and the MCSS shall assume full responsibility for the activities of these students' societies.

## APPENDIX G

### LIST OF ASSOCIATION'S GROUPS

#### PART 1: RECITALS

##### A. Definitions

All groups, clubs, services, activities of the Association granted club or service status by the Association shall be referred to collectively herein as “**Groups**”

##### B. The Association confirms:

- i. that the list below represents the **full list of the Association's Groups** as at February 1, 2015;
- ii. that names appearing in the first column entitled “**Names**” are the **Names approved by the Association**;
- iii. that the **Description of Purpose** is the purpose approved by the Association for the stated Group, and
- iv. that the dates appearing in the column entitled **Year Approved** are the dates of the creation of the Groups by the Association.

##### C. The Association acknowledges and accepts that going forward (effective June 1, 2015) all **new** Groups shall adopt one of the following **Approved Forms for Group Names**, subject to the category of activity:

###### **Category I: For Groups other than those affiliated or affiliating with external organizations**

- McGill Students [*insert e.g. Investment Club*], or
- McGill [*insert e.g. Marketing; Pakistani*] Students' Association, or
- [*insert e.g. Pakistani*] Students' Society, or
- MCSS [*insert*], or
- [*insert e.g. Martial Arts Club*] – MCSS

###### **Category II: For Groups affiliated or affiliating with an external organization including political parties**

- McGill Students for [e.g. Make a Wish], or
- McGill Students Supporting [e.g. Make a Wish], or
- McGill Students Chapter of [e.g. Make a Wish, or
- MCSS - [e.g. Make a Wish, Cystic Fibrosis etc.] or
- [e.g. Make a Wish, Cystic Fibrosis etc.] - MCSS

###### **Category III For Sports Clubs or Teams**

The Department of Athletics and Recreations shall have exclusive use of the name "McGill" in relation to any sport or team, except where permission is granted in writing by the Deputy Provost (Student Life and Learning).

###### **Category IV: For Association Services and Media**

- McGill Students [*insert e.g. Marketing Club*], or
- MCSS [*insert e.g. Bookstore*], or
- [*insert e.g. Copi*] – MCSS

- D. The Association shall ensure that all Clubs, whether or not permission to use the McGill name in their names has been granted, are made aware of the conditions for the use of the McGill name, word mark, crest and shield, as outlined in **Section 7 and Appendix G** and the Association correct any misuse within two (2) weeks from the Association becoming made aware of the misuse.

**Examples of misuse include, but are not limited to:** a Club incorporating the McGill name in its name without permission, incorporating the McGill word mark, crest or shield in its name, logo or website, or on the club's sites, materials, or publications.

- E. Those clubs, groups or services listed below that have the name "McGill" in their names are permitted to continue to use the McGill name in their names only as appearing below and only for the stated purpose. The University reserves the right to withdraw its permission for a club to use the McGill name in the club's name at any time and for whatever reason, upon prior notice to the Association and discussion.
- F. Any change to the list (including any additions or deletions to the list) or change to the name of a club or to its purpose or activity shall be brought to the University's attention by the Association and the change to **Appendix G** shall be confirmed by the Deputy Provost (Student Life and Learning) within two weeks of receiving the notice of change.
- G. Only one email address for each club, group or service may be requested and shall take the form: [initials].[mcss@mail.mcgill.ca](mailto:[initials].mcss@mail.mcgill.ca)

**Part II. In accordance with Article 6, the following lists the recognized clubs of the Association.**

Only those clubs or groups listed below having the name "McGill" in their names are permitted to continue to use the name McGill in their names **as appearing below and only for the stated activity**.

- (a) Permission to use the McGill name, trademark, crest or shield is expressly denied.
- (b) Each Group shall include the following on their website and/or in their advertisements:  
*"A student group of the MCSS an Undergraduate student society of McGill University)"*
- (c) MCSS will undertake all necessary means to correct any improper use of the McGill name, marks or reference within the shortest delay.
- (d) Names are approved as listed below and are subject to the conditions set out in this Agreement.
- (e) MCSS shall ensure that all Groups conform to the conditions set out in this Agreement.

Group email addresses may only take the form: club initials.[mcss@mail.mcgill.ca](mailto:mcss@mail.mcgill.ca)

Any changes to the list (including any additions or deletions), to the name of a club, or to its activity shall be brought to the University's attention and shall be confirmed by the Deputy Provost. McGill reserves the right to withdraw its permission for any club at any time and for whatever reason.

<b>Category I: For Groups affiliated or affiliating with an external organization including political parties</b>	
Arts and Crafts Club	Supply students with materials for different art and craft projects one a week for free in an effort to allow artistic expression.
Mac Christian Fellowship	Mac Christian Fellowship is the sister fellowship to the McGill's downtown group. Its two purposes are to facilitate growth, unity, accountability, and fellowship among believers and secondly to provide outreach programs for those who are interested in learning more about Christ.
CSSA (Chinese Students & Scholars Association)	CSSA's main goal is to promote understanding of Chinese culture and foster friendship between Chinese students and the rest of the Macdonald community.
Outdoor Adventure Club	OAC welcomes all active and fun-loving persons interested in enjoying outdoor activities together. Events are group-oriented, providing a fun way to participate in many outdoor activities and socialize with those who share your love of adventure.
CERES: Committee for Environmental Responsibility, Education, and Sustainability	C.E.R.E.S. is a student group dedicated to the promotion and implementation of environmentally sustainable technologies and practices, and environmental awareness within and around the Macdonald Community.
McGill Wildlife Association	The MWA is here for those who want to participate in activities related to wildlife and nature. We will plan numerous trips throughout the school year relating to these interests and fundraise to make these opportunities as affordable as possible.
Rainbow Mac	Rainbow Mac provides and safe space to discuss issues relating to the GLBT community. It is also a social club that's main purpose is to have fun activities where all people are welcome.
DHNUS: Dietetics and Human Nutrition Undergraduate Society	DHNUS represents all students in the school of Dietetics and Human Nutrition. We put on events that promote friendship and integration between these programs and the rest of the faculty. We also help students in these programs with academic queries and networking.
AESUS: Agriculture and Environmental Sciences Undergraduate Society	The Agricultural and Environmental Sciences Undergraduate Society is an elected council representing students in this faculty. It is our goal to promote friendship and cooperation among our members through social events and activities, and to assist our members with their academic career at McGill.
MAEG: Mac Agro Ecology Group	MAEG is a student group that aims to promote sustainable agriculture on and outside the Macdonald Campus through concrete actions. We organize discussions, presentations and workshops regarding sustainable agriculture, which are open to all persons interested.

McGill Pre-Veterinary Club	The McGill Pre-Veterinary Club's goal is to aid students who are planning on pursuing a career in veterinary science. We do this by setting up lectures and fieldtrips that bring students into contact with established vets and wildlife rehabilitators. They will have the opportunity not just to meet these people but also get a first-hand experience with what their day to day duties are.
FSA: Food Science Association	FSA wants to share their passion and knowledge of food with their peers by organizing workshops and guest speakers. It can also help to connect students in food science with food professionals.
BEA: Bioresource Engineering Association	The BEA is open to all students registered in the Department of Bioresource Engineering and is for the development and promotion of the program and well-being of its students. Events are open to all students and are a way to integrate with the rest of the campus.
Apiculture Club	Apiculture Club takes care of the bee hives at Mac! We produce honey that is sold at the Mac market and even provide teaching seminars for anyone interested in learning about apiculture.
Mac Music Club	Music Club gets together once a week to give students with musical interests a chance to play together. All students of all abilities are welcome to play. Music Club provides some instruments for learning and playing as well.
Philosophy Club	Philosophy club is the perfect place for students to get together and discuss any issue. Debates are welcome and even encouraged! There is no formal structure or list of topics; this is simply for anyone who enjoys discussing interesting topics in groups.
<b>Farm to School</b> (formerly Mac Eco-Educational Club )	Farm to School will work with elementary and high school teachers to create modules that deal with environment, agriculture, ecology and nutrition. These modules are then made available to the teachers via the website. In addition, the members of Farm to School will commit to outreach the community and students by hosting activities regarding the aforementioned topics at Mac campus.
Student Mobilization Club	The SMC's goal is to get students motivated to speak out on pressing issues. These can be campus or world a concern, speaking out is not confined to a certain scale. We will also research and provide easily attainable and distributed information on such controversial topics so other students can be made fully aware.
Photography Society	Interested in black and white photography? Have a desire to develop your own photos? Share your photographic expertise or come to learn about this beautiful medium. They even have a manual camera you can borrow if you don't have your own.
Mac Community Collective Garden	The Mac garden is open to all students who would like a chance to grow their own food. One section is set aside for campus use and is managed by the leaders of this club. Most of the food in this area will be donated to Happy Belly!
Green Drinks Ste-Anne's	Green Drink's is all about promoting environmental discussion. We show a movie or documentary that has an environmentally charged message and then afterwards we discuss the impact it has had.
International Students' Association	The objective of this association is to foster a better understanding among all students at Macdonald, to represent the interest of foreign students on campus and to encourage multicultural activities.
Agricultural Economics Club	To promote the Ag.Econ program and related employment opportunities, we organize many social activities including potluck suppers, curling matches and going to hockey games. The goal of the club is to increase cohesion among Ag.Econ majors and create an efficient network.
Bike Lab Club	Bike Lab aims to promote cycling as a means of transportation, recreation, and community building by providing the tools and space for members to repair and maintain their bicycles. Bike Lab aspires to make cycling and bicycle repair knowledge more accessible for all students.

<b>Brewer's Union of Macdonald (BUM)</b>	The Brewer's Union will aim to develop a cultural and scientific appreciation of fine beers, the art of craft brewing and of the microbrewery industry that is very present in the Province of Quebec. The club, as a body, shall not brew any beer. Any equipment will be solely for demonstrative purposes. The club does not encourage or condone the breach of any rules or regulations of the University.
<b>Macdonald Dairy Challenge Club</b>	The Macdonald Dairy Challenge Club will act as a platform to support the students that will compete in the North American Intercollegiate Dairy Challenge. It will include the four students that will annually be selected by the Farm Management and Technology department to compete in the challenge and aim to financially support the team's participation in the NAIDC through fundraising initiatives.
<b>Farm Management Technology Student Association(FMTSA)</b>	FMTSA is responsible for informing all FMT students about Campus Activities and University issues which affect the FMT students. The goal of this is to integrate the FMT students into campus life and the Macdonald community.
<b>Happy Feet</b>	We provide opportunity for a cultural and social experience at Macdonald campus, in the form of dance lessons while providing entertainment, and promoting diversity. The club shall remain inclusive and provide a platform to showcase international cultures.
<b>Hillel Montreal</b>	To serve as the pluralistic, non-denominational embodiment of Jewish students and their interests within the McGill Macdonald Campus community. To foster and promote Jewish values and traditions on campus. Te society will stand against anti-Semitism and other forms of discrimination.
<b>Mac Astronomy Club</b>	The Astronomy Club hopes to promote an appreciation of Astronomy, expand minds, and learn new things, all of course with a strong relation to everything that happens beyond Earth's atmosphere.
<b>Mac Moves –Talent Show Club</b>	Organizes the Mac Talent Show, where Mac students perform singing, dancing and more. This event on occasion raises money for causes at home and abroad. The auditions start in mid-February, the show in March.
<b>Mac Sustainable Project</b>	To encourage and promote sustainability on the MacDonald Campus. To give to the Campus the assets to become a leader in term of sustainability for the rest of the McGill Community, Ste-Anne community, as well as all other universities or institutions and the global community. Realization of such objectives through: publication of a campus sustainability assessment, raising awareness of/to the student community, dedicating a week per academic year for sustainability awareness: Sustainability Awareness Week, promote an environmental officer position for Macdonald Campus, propose sustainability projects for implementation on campus, and fundraise for the various activities of the Mac Sustainable Project.
<b>Muslim Studies Association (MSA)</b>	The Macdonald Campus Muslim Student Association (MSA) is an organization that provides spiritual guidance to McGill students through Islamic teachings.
<b>McGill Student-run Ecological Gardens (MSEG)</b>	Its goal is to establish a student-run ecological garden on Macdonald Campus. To initiate the hands-on application of lessons taught on Macdonald Campus through experimental agriculture techniques and welcome student research projects. Also to work with existing groups to integrate a closed-circuit food service model for Macdonald Campus, placing emphasis on locally sourced and ecologically grown vegetables.
<b>Mutrac</b>	To build a % scale tractor to compete in the annual ASABE International % Scale Tractor Student Design Competition (IOS). By building this tractor, this organization is representing McGill University, Macdonald Campus and the Bioresource Engineering Department.
<b>Microbiology Students Club</b>	The Microbiology Student Club promotes activities for the students enrolled in the Microbiology programs at the Macdonald Campus of McGill University.
<b>Mac Improv Club</b>	The objective of this club is to bring together people who want to practice improv together, and to perform for the entertainment of the Macdonald Campus community.

<b>Out of the Garden Project</b>	OGP's goal is to develop and have a managerial role in a non-profit student-run alternative food service. Members of OGP will act as a board of directors for this alternative food service. The OGP alternative food service board of directors will be in communication with MCSS and comply with its requests so that this food service can meet the needs of the student body while maintaining a club status and appropriately use MCSS's offered facilities. OGP will also work with other student groups on the education of the Macdonald campus community of the importance of eating healthily, locally and ethically. Workshops on food preservation and preparation will be part of OGP's priorities
<b>Mac Robotics Club</b>	The objective of this club is to provide undergraduate and graduate students from Macdonald College an opportunity to learn about the different aspects of robotics. Activities are to include learning information sessions, guest speakers and tours. In addition, students will have the opportunity to design and build robots and participate in robotics competitions across North America.
<b>McGill Global Food Security Student Club</b>	The club will investigate and raise awareness about food security issues at all levels of the food system (both local and global perspectives), including the economic, social, and environmental aspects, through the organization of projects and events. The club will support, share information, and collaborate with other student organizations in order to develop a network between Mac and downtown McGill, other universities, local NGOs, international NGOs, and the general public, possibly leading to internship opportunities. The club will identify a local issue as well as an issue abroad before each semester, and put together two action-oriented projects addressing those issues throughout that semester. Projects may be continued into further semesters as needed.
<b>Mac Korean Cultural Club (MKCC)</b>	MKCC aims to bring Macdonald Campus students with interest in Korean culture together, where they will be able to build stronger connections with each other through organized events related to Korean culture.
<b>MACappella</b>	The objective of this club is to promote musicality through the practicing of songs as a cappella ensemble. The songs rehearsed shall be performed on campus at events such as the Mac Talent Show and Founder's Day, and through community concerts at retirement homes or similar venues.
<b>Macdonald Model Building Club</b>	Club (M.M.B.C) is a club that was establish for the joy of model building, through the sharing of experience and techniques. This club includes a variety of model such as "Anime Models, "Housing Models", "Plane Models", "Car Models" and much more.
<b>Mac Capoeira Club</b>	To promote the martial art of Capoeira to Macdonald Campus students, to have practices on campus and host demonstrations throughout the year to other students and staff. Participating Capoeira activities off campus could also be an option.
<b>Macdonald Anti-Stress Students Society</b>	To create a positive community in which members can share stress and anxiety relieving activities. The members will then work towards organizing events in which members can participate in these stress-relieving activities.
<b>Mac Indian Students Society</b>	Provide support and comfortable environment to new incoming students who are going to pursue studies in Macdonald Campus of McGill University. Provide opportunities for Indian students, alumni and faculty to exchange information about the Indian events, festivals and culture. Host events to spread and let people know the beauty of Indian culture by making it accessible to all students and staff at Macdonald Campus.

<b>Category II: <u>For Groups affiliated or affiliating with an external organization including political parties</u></b>	
<b>CAFP: Canadian Association of Food Professionals</b>	CAFP is a branch of a national association. It gives students in food related programs an opening to new networks and contacts in hopes of creating career opportunities.

<b>AFAQ</b> : (Association des Futur(e)s Agronomes de Quebec)	AFAQ promotes the agronome profession to students and connects them to the Ordre des Agronomes du Quebec by different activities and meetings with established Agronomes.
<b>EWB: Engineers Without Borders</b>	Our approach to creating change is twofold: promoting human development overseas by building the capacity of our partner organizations, and creating global citizens here in Canada to ensure a sustainable change. Both of these parts play an essential role in reaching our goal as an organization. EWB reaches out to all members of the community, and helps to link them to the umbrella organization, EWB Canada.
<b>Mac Jac 4-H Club</b>	This club is for all students interested in getting up to move and dance, also to bring the agricultural community on campus together. We are hoping to compete in Square Dancing competitions with our members. This club is open to all students of Macdonald Campus and the John Abbott College.
<b>Category III: <u>For Sports Clubs or Teams</u></b>	
<b>Livestock &amp; Judging Team</b>	The judging team participates in various intercollegiate competitions throughout the year across Canada. The team offers a chance for students to improve their practical agricultural knowledge as well as their communication and decision making skills.
<b>Woodsmen Association</b>	Camaraderie and challenge peak at annual competitions held on the Macdonald Campus, at the University of New Brunswick, the Nova Scotia Agricultural College and the Sir Sanford Fleming.
<b>Category IV: <u>For Association Services and Media</u></b>	
<b>The Afterthought</b>	The Afterthought is a student publication that is edited and dispersed by students. All are welcome to submit articles, stories, recipes, artwork and more!
<b>Gorilla Composting</b>	Gorilla Composting collects compost in bins around campus and is in charge of managing the campus compost pile. We also provide free workshops on composting and vermin-composting!
<b>Happy Belly</b>	Happy Belly takes donations of food from local farms, gardens, and supermarkets. Much of the food donated by supermarkets cannot be sold anymore and would have been thrown away, but Happy Belly puts it to use. We cook the food and serve it to students for free! The meal is mostly vegan with some vegetarian dishes.
<b>Peer Helper Program</b>	The PHP was created as a means to actively and concretely promote a culture of positive mental health on campus. It is also a response to the lack of mental health resources available at Mac. The service is an initiative of the Macdonald Campus Student Society (MCSS) and the Macdonald Campus Graduate Student Society (MCGSS). It will hold drop-in hours bi-weekly where trained volunteers will be available to provide empathetic peer-based support in a safe and confidential environment.
<b>Macdonald Campus - Good Food Box</b>	The objective of the organization is to serve as a drop-off point for the Good Food Box organization. It shall act as a station for ordering, payment, delivery, & pick-up of Good Food Boxes to the students/staff of the Macdonald Campus.

### **Part III:      Email Addresses**

The MCSS Group's email addresses may only take the form of [\[group's initials\].mcss@mail.mcgill.ca](mailto:[group's initials].mcss@mail.mcgill.ca)

In addition, an e-mail address, in the form of [position.mcss@mail.mcgill.ca](mailto:position.mcss@mail.mcgill.ca) shall be assigned to the following

Association Executives:

[president.mcsc@mail.mcgill.ca](mailto:president.mcsc@mail.mcgill.ca)  
[internal.mcsc@mail.mcgill.ca](mailto:internal.mcsc@mail.mcgill.ca)  
[academic.mcsc@mail.mcgill.ca](mailto:academic.mcsc@mail.mcgill.ca)  
[finance.mcsc@mail.mcgill.ca](mailto:finance.mcsc@mail.mcgill.ca)  
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[equity.mcsc@mail.mcgill.ca](mailto:equity.mcsc@mail.mcgill.ca)

[mcsc@mail.mcgill.ca](mailto:mcsc@mail.mcgill.ca)  
[Bookstore.macdonald@mail.mcgill.ca](mailto:Bookstore.macdonald@mail.mcgill.ca)  
[Mouthpiece.macdonald@mail.mcgill.ca](mailto:Mouthpiece.macdonald@mail.mcgill.ca)  
[ceilidh.mcsc@mail.mcgill.ca](mailto:ceilidh.mcsc@mail.mcgill.ca)