A.S.A. POLICY HANDBOOK

ARTICLE 1 NAME

The name of the organization shall be, "The Agricultural Students' Association, University of Saskatchewan, Saskatoon, Saskatchewan", hereafter known as the A.S.A..

ARTICLE 2 MISSION STATEMENT

The Agricultural Students Association exists to enhance the University experience of all students in the College of Agriculture and Bioresources. The A.S.A. council shall act as a representative and an advocate for the students and maintain an environment that encourages academic, social, athletic and professional development as well as Agro pride. A.S.A also promotes an environment that is free of discrimination. In the act of selecting peers to represent them, the students in the A.S.A. have entrusted these persons to speak on their behalf with the collective voice of the entire student body of the College of Agriculture and Bioresources, and in return the council has accepted a responsibility to dutifully serve these students.

ARTICLE 3 OBJECTIVES

(a) To constitute a recognized medium of communication between students of the College of Agriculture and Bioresources and the Faculty of Agriculture, the University Students' Council (U.S.C.), and other organizations.

(b) To consider matters that pertain to the good name and scholarship of the students, to the end that high standards of honour on the campus and elsewhere be maintained.

(c) To provide programs and activities to the end of exposing students enrolled in the College of Agriculture and Bioresources to fuller university life, making full advantage of opportunity for relationships with other students and of resources available on the University campus and in the province of Saskatchewan.

(d) To develop leadership and a greater understanding of rural situations and problems.

ARTICLE 4 PURPOSES

(a) To act as a unifying force in the college life and activities of students enrolled in the College of Agriculture and Bioresources.

(b) To program and promote college functions and activities.

(c) To program and promote sporting and social activities among the students.

(d) To provide activities for the development of talents of the individual students.

ARTICLE 5 MEMBERSHIP

Section 1 - A.S.A. Membership

(a) All registered students in the College of Agriculture and Bioresources, all graduates pursuing post-graduate studies in agriculture at the University of Saskatchewan, and all other students registered in other colleges of the University of Saskatchewan who have paid their fees in full, shall be allowed to be members of the A.S.A..

(b) Only undergraduate Agricultural students, holding A.S.A. memberships, shall have the right to hold any office within the A.S.A., subject to the provisions of Article 1, A.S.A. Constitution.

(c) The Executive shall reserve the right to prohibit non-members from participating in A.S.A. activities.

(d) Non-members may attend meetings upon invitation by any member of the A.S.A. but shall have no voting privileges.

(e) Any person who in the eyes of the Executive does willful damage at A.S.A. functions shall be held financially responsible for his/her actions.

Section 2 - Lifetime Membership

(a) Honourary A S A. Lifetime Membership

(b) An honourary lifetime Membership to the A.S.A. shall be granted to any person the executive deems worthy. This person must have contributed greatly to the improvement of the A.S.A. and/or the College of Agriculture and Bioresources as a whole.

(c) This award shall consist of a plaque bearing a gold replica of the A.S.A. membership card with the addition of the words "Honourary Lifetime Member" and the signatures of the current President and Secretary. This plaque shall also include the words "In recognition of his/her outstanding contribution to the members of the Agricultural Students' Association.

(d) The executive shall accept written nominations from any member of the A.S.A..

(e) The A.S.A. shall keep a permanent record of Lifetime Members in the form of a portrait and a record of his /her contribution to be displayed in the A.S.A. lounge.

ARTICLE 6 FINANCE

Section 1 - Fees

The membership fee shall be 25 dollars; plus the cost of a yearbook if requested.

Section 2 - Moneys and Accounts

(a) The Treasurer shall receive and account for all moneys belonging to the Association. All accounts shall be submitted to and authorized by the A.S.A. or Executive before payment. All bills to be submitted to Treasurer 24 hours prior to Executive or General Meeting. All money shall be kept in a chartered bank, or credit union, and all payments shall be made by cheque. Cheques shall be signed by the Treasurer and either the President, the External Social Director, the Internal Social.

(b) President, External Social, Internal Social, Lounge Chair, and Treasurer shall be the only positions privy to the safe combination and access.

Section 3 - Reserve Funds

(a) The Reserve Fund shall constitute such moneys as shall be voted to it by a majority vote of the general meeting. The fund shall not be less than $1,000 and shall be kept in a savings account at the chartered bank or credit union where the current A.S.A. account is maintained.

(b) Withdrawal from the Fund must be approved at a General Meeting.

(c) Upon extension of a budget, the Treasurer and the Executive or Council member who exceeds higher budget shall re-balance the total budget.

Section 4 - Budget

(a) An itemized copy of the proposed A.S.A. budget shall be made available to A.S.A. members at least two days prior to the Budget Meeting.

(b) No officer of Committee shall make expenditures in excess of the amount delineated within the budget without receiving prior approval of the Council by a two-thirds majority, or majority of the general A.S.A. body.

(c) All Council members shall be responsible for preparing an updated budget to be displayed during the first week each of the months of November and March respectively. These budgets shall be submitted to the Treasurer who shall be responsible for their posting.

Section 5- Fiscal Year

The A.S.A. Fiscal Year shall be from September 1 to August 31 of the following year.

Section 6 - Auditing

The Treasurer s books shall be audited at the end of each fiscal year by an authorized chartered accountant.

ARTICLE 7 COLLEGE EMBLEMS

Section 1 - The College Coat-of-Arms:

The College Coat-of-Arms shall consist of a blue shield with a silver border -bordue- bearing three upright golden heads of wheat arranged two and one. In the upper left-hand corner shall be superimposed the canton, the University of Saskatchewan Coat of Arms. The crest at the top of the shield shall be the natural colours resting on a wreath of six twisted skeins, the colours of silver and blue in that order. The scroll at the bottom shall bear the word "Agriculture" in blue. The Coat-of-Arms shall be made up of a pin and shall be felt sweater design. The Coat-of-Arms may not be worn by anyone other than graduates or students of the University of Saskatchewan College of Agriculture and Bioresources.

Section 2 - Agro Apparel

Agro apparel includes jackets, sweaters, T-shirts, and caps. Agro apparel is not to be sold to anyone other than A.S.A. members and Agro Grads.

(a) Agro Jackets:

(b) The college jacket shall consist of a royal blue, raglan- sleeved jacket with white piping on the sleeves and white trimmed slash pockets. The cuffs and collars shall also be royal blue. The year of graduation shall be worn on the left sleeve and the crest shall not be worn on other jackets. The "Agros, U. of S.", shall be sewn on the left breast. The above crest shall not be worn on other Jackets. The Agro jacket is of special significance and as such, shall not be sold, given or traded to anyone other than to A.S.A. members and Agro Grads.

(c) Agro Sweaters:

(d) The Agro sweater shall be royal blue, having white stripes around the bottom. Sweaters shall have "Agros" written on the

(e) front and the name of choice written on the back. Numbers are optional.

(f) Agro T-shirts:

(g) The Agro T-shirt shall be short-sleeved and royal blue. The front of the T-shirt shall bear the name "Agros" under will be printed the college emblem and "U. of S.".

(h) A.S.A. Letterman/Letterwomen Sweaters:

(i) In order to purchase such a sweater, A.S.A. members must obtain a minor award in academics, sports or social and a major in any of the three. The A.S.A. Letterpersons sweater is of special significance and as such, shall not be sold, given or traded to anyone other than deserving individuals who have met the requirements stated above.

Section 3 - Graduation Rings:

The ring shall be a full band, Semi-domed and shall be made of 10K yellow gold. It shall have a 10K yellow gold raised appliqué which shall have a central letter "A" block style, partially surrounded by two curved wheat heads joined at the bottom. The width of the ring shall be 6.0 millimeters. Any person graduating with a Bachelor of Science in Agriculture degree from the University of Saskatchewan is eligible to wear the ring. Any person graduating with a Diploma from the College of Agriculture and Bioresources is eligible to wear the ring (same description as above except with white gold instead of yellow).

Section 4 - Graduation Steins

The stein shall be pewter, glass bottomed, one pint capacity, stein. It shall have an attached College of Agriculture and Bioresources crest, enameled in the Agriculture colours. Above the centered crest shall be engraved in block style the words "University of Saskatchewan" in full. Below the crest the graduate's name shall be engraved in a matching size and style. The initials and the surname shall be in full, and below the year shall be engraved: (eg. 86 or 87)

Section 5 – Graduation Participation

In order to participate in the A.S.A. graduation ceremonies the graduates must have earned at least six social points within their four years of education. Exceptions will be granted to students transferring into the college with in their final two years of education at the discretion of the Internal V.P. and the President

In order to participate in the A.S.A graduation ceremonies or be associated with graduation (i.e. composite pictures) the graduates must have their A.S.A memberships purchased by November 1 of that academic year.

ARTICLE 8 MEETINGS

Section 1 - A.S.A. Chair:

The A.S.A. Chair would be responsible for the duties of chairing the General, Bitch, Budget, and Election meetings of the A.S.A. This would be an appointed position on the recommendation of the Council. This person must be an A.S.A. member, have a good knowledge of the Robert's Rules of Order and be familiar with the workings of the A.S.A., and not a member of the Council. Executive Reviews will be conducted by a committee of 5 non-Council ASA members, with input from the general ASA membership, appointed and chaired by the ASA Chair, to be performed in November and March. This formed committee will attend at least 2 ASA Executive meetings per academic semester.

The Chair would have all rights granted to that person as outlined in the Robert's Rules of Order. The Chair would be granted social points at the discretion of the Council and given a Gavel Award.

Section 2 - General Meeting

General Meetings of The A.S.A. shall occur no less than once per year. Notice of a General Meeting must be posted one week in advance of the day of the meeting. 20% of the members of the A.S.A. shall constitute quorum at the General Meeting.

Section 3 - A.S.A. Council

Meetings of the members of the A.S.A. Council shall occur weekly. Attendance by Council members is mandatory. Any member that misses two consecutive meetings, or 5 meetings total, without a legitimate excuse submitted to the Chair will be removed from Council. Quorum shall consist of 12 members of the Council .

Section 4 - A.S.A. Executive

Meeting of the A.S.A. Executive shall occur in the event of an emergency or a special situation at the discretion of the President. Quorum shall consist of five members of the Executive, one of which must be the President, or one of the Vice Presidents.

Section 5 - Joint Council

A combined meeting of the retiring and new Council shall occur in March, at which time the duties shall be turned over to the new officers.

Section 6 - Bitch Meetings

No less than three bitch meetings per year shall be called. The purposes of these meetings is for the members of the A.S.A. to ask questions of the Council members and to give the Council input as to their performance during the year.

Section 7 - Budget Meeting

A budget meeting shall be called within the first 30 days of the school year. Budgets will be presented by each Council member.

Section 8 - Election Meeting:

The Election Meeting shall be called the first week after the close of the election. The purpose of the Election Meeting is to announce and introduce the new council members.

ARTICLE 9 ELECTIONS

Section 1 - The Returning Officer

The Returning Officer shall be appointed by the Council, if the Councilor. is a candidate in the elections. The Returning Officer shall conduct the elections with the help of the Nominations Committee and Council.

Section 2 - Nominating Committee

The Council shall appoint three fourth-year members of the A.S.A. as a Nominating Committee who shall be in touch with the Directorate heads and ensure that men and women capable in their respective fields are nominated. They shall also request that each candidate have a cumulative average of 60% or greater.

Section 3 - The President, Internal Vice-President, External Vice-President, Academic Vice-President, Secretary, Treasurer, Athletic Directors, External Social Director, External Communications Director, and Councilor

(a) The President, Internal Vice-President, External Vice-President, Academic Vice-President, Secretary, Treasurer, Athletic Directors, External Social Director, External Communications Director, and Councilor, and shall be nominated at least one week prior to the Election Meeting by the A.S.A. members. They shall also be elected by ballot before the Election Meeting by the A.S.A. members. The nomination papers of candidates for each office must be signed by 10 members and handed into the Returning Officer by the specified date. The Returning Officer shall post the date of the elections and a list of

nominees the day after nominations are due. Posters put up by the candidates shall be limited to three, and shall be put up no sooner than the day before election speeches and taken down by the day of the Presidential candidate's speeches. Balloting shall be held in the A.S.A. lounge. The results of the ballot count shall be announced at the start of the Election Meeting.

(b) At the Election Meeting held by the A.S.A. members in the second term, all the remaining officers shall be elected except the First Representative.

(c) The First Year Representative shall be elected at an election prior to the Bean Feed.

(d) Assistants shall volunteer at a General Meeting and appointed by the new Council in September.

Section 4 - The Honourary President

The Honourary President and Senior Stick shall be elected by preferential ballot before graduation. The past ten Honourary Presidents shall be ineligible.

Section 5 - Recontestation

Any member of the A.S.A. Council or a standing committee may be forced to recontest his seat by ballot at the next General Meeting of the A.S.A., upon written request of ten percent of the A.S.A. members.

Section 6 - Vacancies

Vacancies occurring on the A.S.A. Council or Standing Committees shall be dealt with accordingly:

(a) Position(s) shall be filled within one month in the original manner as covered in Section 3 (a) and (b), except that when vacancies are filled in the fall.

(b) When vacancies are filled in the fall it shall be done in the way of a by-election.

(c) The A.S.A members shall nominate the empty position(s) in the first two weeks of class. They shall be elected by ballot before the Budget meeting in September by the A.S.A members. The nomination papers of candidates for each office must be signed by 10 A.S.A members and handed into the returning Officer by the specified date. The Returning Officer shall post the date of the by-election and a list of nominees the day after nominations are due. Posters put up by the candidates shall be limited to 3, and shall be put up no sooner than the day before the by-election and taken down the day following the by-election. Balloting shall be held in the A.S.A lounge. The results of the ballot count shall be announced at least 2 days prior to the Budget meeting

Section 7 - Senior Stick

A member of the A.S.A. shall be chosen annually to act as Senior Stick for the following University session, which shall be his graduation year.

(a) In choosing the Senior Stick, voters shall give consideration not only to scholastic achievements and interest in college activities, but also to personal character and qualities of leadership.

(b) The Senior Stick shall be an officer of the Executive of the A.S.A. and a special envoy of the College of Agriculture and Bioresources to other Colleges on campus. He/she shall assist in Frosh Welcome Week and all activities of the A.S.A.. He/she shall make himself/herself available to aid and advise Agriculture students.

(c) The Senior Stick shall be chosen by a popular vote of all A.S.A. members by means of a preferential ballot, sometimes called "Alternate Vote" - first, second, and third choice being signified.

(d) The Senior Stick is eligible for any other office in the A.S.A..

(e) A list of eligible students shall be published one week before the vote, and posted on the Lounge bulletin board.

(f) The Senior Stick shall be responsible for arranging two speakers, one per term, to speak on agricultural related topics.

Section 8 - Committee Elections

(a) Bean Feed Committee - the Annual Bean Feed, organized by the second-year students, shall be held in October. The Bean Feed Committee, consisting of second-year students, shall be appointed at the General Meeting in the spring of the prior year.

(b) The Athletic Committee - shall be composed of one representative from each year; second, third, and fourth-year representative shall be selected by the Athletic Director to serve as his /her assistants. The first-year representative shall be selected prior to the Bean Feed.

(c) Selection Committee for the Professor of the Year - the members (subject to Article 5, Section 6, A.S.A. Constitution) shall be elected at the first General Meeting of the scholastic year.

Section 9 - AG BAG DRAG (GOOSE)

The drag committee is in charge of organizing Drag. They may appoint a group of individuals to work AG BAG DRAG (GOOSE) and they will be awarded social points.

ARTICLE 10 RULES OF ORDER

All rules of practice and procedure shall follow "Robert's Rules of Order".

ARTICLE 11 AMENDMENTS TO THE CONSTITUTION AND POLICY HANDBOOK

Section 1 - Amendments:

(a) Constitution and Policy Handbook revisions shall be posted at least two weeks prior to the Constitution Revision Meeting.

Section 2 - Interpretation of the Constitution and Policy Handbook:

A committee consisting of the President, Senior Stick, and Honourary President shall be empowered to interpret the A.S.A. Constitution and Policy Handbook as they see fit. They shall in all interpretations make due reference to the Constitution and Policy Handbook, as well as the spirit and tradition of the College. They shall, however, not be bound by past interpretations or by traditions. In the event that the President and Senior Stick are the same person, the Committee shall consist of the President, Honourary President and the Dean of Agriculture.

ARTICLE 12 A.S.A. BENEFITS

The benefits of being an A.S.A. member shall be equally divided over the four-year period. A person shall receive subsidies of his or her stein, grad photos, etc., on the basis of the number of years they have been members of the A.S.A. An undergraduate A.S.A. member shall be eligible to receive a College yearbook each year he/she is an A.S.A. member.

ARTICLE 13 COMING INTO EFFECT

This A.S.A. Policy Handbook shall come into effect as of January 30, 1993 A.D. Upon the termination of the A.S.A., the funds held by the organization shall be disbursed by the Executive and that any liabilities be demanded first and that any excess funds be donated to the College of Agriculture and Bioresources.

Revised March 23, 2009

APPENDIX "A" HISTORY

THE TOMMY FRASER MEMORIAL AWARD

The Tommy Fraser Memorial Trophy was instituted in 1940 as a tribute to flight lieutenant Thomas Grant Fraser of the R.C.A.F., who was killed when his Hawker "Hurricane" plane crashed at Mission City, B.C. on June 9, 1939. His friends at Saskatchewan University, from which he had graduated in 1936, decided to commemorate this gallant flier and personal friend in this way. The Saskatchewan Agricultural Graduates' Association was responsible for the establishment and dedication of the trophy, but contributions towards its erection came from all his countless friends throughout Canada.

Tommy Fraser, as he was known, was born April 28, 1913, in India, where his father was a Major in the Imperial Army. He left India at an early age to take his elementary education under the disciplinary conditions of English boarding school. He arrived in Canada as a "boy immigrant" in 1930. Such he can be considered, for he could have known little of the country, its people or their customs on his arrival. Yet, within six years, one of which he spent at Manitoba Agriculture College, he graduated from this University with a Bachelor's degree in Agriculture. He was employed for a year following graduation by the Dairy Department, and later by the Cockshutt Plow Company. He enlisted in the Royal Canadian Air Force in January 1938.

This Scottish lad who overcome almost insurmountable obstacles to gain such a high place in our minds and who finally made the supreme sacrifice for his country, was indeed one of the most admirable characters that graced the walks of our institution. His great popularity while a student, and this trophy, serve as evidence.

One of his many admirable qualities, his prowess and sportsmanship on the athletic field seems most prominent. He was an outstanding athlete, but it was more his personality and intense love of the game which is remembered. Win or lose, Tommy was the same. It is this sportsmanship, so contagious to those who played with him and his spirited personality, which so endeared him to everyone, that we remember today.

APPENDIX "B" HISTORY

THE BARRY EDWARD MEMORIAL SHIELD

The Barry Edward Memorial Shield is a living tribute to John Barry Edward's who met with tragic death in an automobile accident August 27, 1963, near Morden, Manitoba, while working for the Extension division of the Manitoba Department of Agriculture.

Barry was born in 1936 and raised in the town of Evesham in western Saskatchewan. He received his public and high school education at Evesham and worked in the community for three years prior to coming to University in the fall of 1958. Sports played an important part of Barry's extracurricular activities and his spirited participation was an inspiration to rally his companions on to greater victories. Barry had an intense desire to enjoy life to its fullest, and it was the contagious condition of this desire that made him so well liked by so many people. He had that admirable ability to remember names and faces of people that he had brief associations with and, because of this, his list of friends and acquaintances was a long one. The news of his death saddened people not only from the College of Agriculture and Bioresources but from all other Colleges on campus.

During his membership in the A.S.A., Barry's appealing personality made him the popular choice of his fellow students for Moral Booster in his third year and Vice-President in his fourth year. At graduation during his final year he was honoured by being chosen as the recipient of the "Tommy Fraser Memorial Award" which paid due tribute to the qualities of sportsmanship and personality that he so generously possessed.

During his last year at University, Barry instituted and designed a shield to be awarded annually to the class in the College of Agriculture and Bioresources that first attained 100% in the annual Blood Drive. In 1964, the A.S.A. named this shield "The Barry Edwards Memorial Shield" in recognition of the loss felt by his many friends.