



# SCIENCE UNDERGRADUATE SOCIETY

## SUS Services By-Laws

### 1. General

- 1.1. The Vice-President Communications (hereafter referred to as the VP Communications) shall be responsible for the implementation of these By-laws.
- 1.2. The VP Communications shall serve as the official liaison between the Executive Committee and Services.
- 1.3. Services shall serve the needs or interests of undergraduate students of the Faculties of Science and Arts & Science.
- 1.4. Services shall extend eligibility of membership to all interested undergraduate students of the Faculties of Science and Arts & Science.
- 1.5. Services shall ensure that their events and operations abide by the SUS Equity Policy.

### 2. Mandates

- 2.1. SUS Services shall each have their own Terms of Reference outlining the following:
  - 2.1.1. Goals and aim of organization,
  - 2.1.2. Membership composition of the organization,
  - 2.1.3. Responsibilities of members and executives,
  - 2.1.4. Selection or hiring criteria of committee or executive members.
- 2.2. The McGill Science Undergraduate Research Journal shall:
  - 2.2.1. Promote undergraduate scientific research through the yearly publication of a peer-reviewed, undergraduate research journal.

- 2.2.2. Aim to make scientific research accessible through its journal and its blog, "The Abstract".
- 2.3. SUS Peer Tutoring shall:
  - 2.3.1. Provide learning assistance free of charge to students in a particular science subject by pairing such students with fellow students who have achieved a grade of A- or higher in that particular academic subject.
  - 2.3.2. Improve students' understanding and application of concepts and methods as they pertain to a particular subject, allowing students to improve.
  - 2.3.3. Provide tutors with an opportunity to refine their communication, instructional and interpersonal skills and to gain volunteer hours through the process of peer interactive teaching.
- 2.4. Medical Direction shall:
  - 2.4.1. Aim to facilitate the undergraduate journeys of students aspiring to enter medical school.
  - 2.4.2. Coordinate and offer relevant volunteering, shadowing, and other opportunities, in addition to fundraising for local health-related organizations.
- 2.5. The McGill Science Computer Taskforce shall
  - 2.5.1. Provide campus-wide information technology, innovations, and user support to enhance the learning experience of students in the Faculty of Science and Arts & Science at McGill University.

### **3. Services Committee**

- 3.1. The VP Communications shall call and preside over all meetings of the Committee.
- 3.2. The Committee shall meet at least once every four (4) weeks of the academic term.
- 3.3. Each member of the Committee shall deliver a report about the recent activities of and/or challenges faced by their respective Service.
- 3.4. Aside from the VP Communications, membership of the Committee shall be comprised of:
  - 3.4.1. A representative from the McGill Science Undergraduate Research Journal,
  - 3.4.2. A representative from SUS Peer Tutoring,
  - 3.4.3. A representative from Medical Direction,
  - 3.4.4. A representative from the Computer Taskforce.