

Constitution of “Linyun Cultural Association”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “Linyun Cultural Association”
- 1.2. The official acronym or abbreviation of the group is “UTLCA”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to
 - ⑩ Promote cultural identity and emphasize the importance of cultural inheritance.
 - ⑩ Introduce traditional Chinese literature to cultural learners and international students around the globe.
 - ⑩ Establish an interactive platform of communication for U of T students with diverse backgrounds.

2. Article Two – Membership and Membership Fee

- 2.1. The group shall maintain a list of group members.
- 2.2. Voting membership is open only to registered students of the University of Toronto.
- 2.3. Non-voting membership is open to University of Toronto staff, faculty, alumni, and persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.
- 2.4. Members must register with a designated executive by submitting their full name and a valid email address.
- 2.5. The membership fee will be 0 per year.
- 2.6. For recognition by the University of Toronto Students’ Union (UTSU), the group must maintain a minimum of 30 members, a total of 51% of the membership are UTSU members. The group must also maintain recognition from the Office of Student Life. These requirements are subject to change and should be checked with UTSU annually to ensure qualifications are met.

3. Article Three – Rights of Members

- 3.1. All voting members have a right to attend all general meetings of members.
- 3.2. All voting members have a right to cast votes at all general meetings of members.
- 3.3. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.4. All voting members have a right to cast votes in all group elections and referenda.
- 3.5. All voting members have a right to propose and vote on amendments to this constitution.

3.6. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. Article Four - Executive Committee

4.1. The term for all positions on the Executive Committee shall be from May 1st to April 30th. (每年任职日期)

4.2. The Executive Committee shall be comprised of 几个 voting members.

4.3. All voting members of the Executive Committee must be currently registered students of the University of Toronto.

4.4. Non-voting members may hold only non-voting positions on the Executive Committee.

4.5. The maximum amount of non-voting positions on the Executive Committee shall be one (1) position or ten percent (10%) of the positions on the Executive Committee, whichever is greatest.

4.6. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.

4.7. No person may serve as a financial authority or signing authority for the group if they are currently serving as a financial authority or signing authority for another recognized student group at the University of Toronto.

5. Article Five - Executive List and Duties

The executive committee shall be comprised of four elected officers.

5.1. The President shall:

- 5.1.1. Oversee the operations, management, and success of the group
- 5.1.2. Be the spokesperson for the group
- 5.1.3. Hold signing officer authority along with the Treasurer for financial purposes
- 5.1.4. Preside over board meetings as well as general meetings
- 5.1.5. Ensure the transition of office to the future Executives

5.2. The Vice-President shall:

- 5.2.1. Assume duties of the President in his/her absence
- 5.2.2. Oversee the various committees
- 5.2.3. Ensure that all the activities of the club meet the regulations and policies of the University of Toronto
- 5.2.4. Coordinate organizational recruitment efforts

5.3. The Grand Secretary shall:

- 5.3.1. Make a list of all registered members
- 5.3.2. Maintain the websites and member contact list

- 5.3.3. Record notes and motions for meetings
- 5.3.4. Notify all members of meetings
- 5.3.5. Handle official correspondence of the organization
- 5.4. The Treasurer shall:
 - 5.4.1. Record all financial transactions of the group
 - 5.4.2. Hold signing officer authority along with the President for financial purposes
 - 5.4.3. Maintain a budget of income and expenses along with receipts
 - 5.4.4. Advise members on the financial position of the group
 - 5.4.5. Prepare an annual budget for the group as well as budgets for specific events

The group may appoint Directors or Coordinators for various committees such as the social committee, publicity committee, and so on; however, such positions do not hold executive decision-making authority.

6. Article Six – Elections

- 6.1. The executive committee shall strike the Elections Committee and appoint one (1) Chief Returning Officer (CRO) and two (2) Scrutinizers from the general members on the committee to conduct and hold elections in March.
- 6.2. All members of the Elections Committee shall be unbiased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.
- 6.3. The CRO Returning Officer shall accept nominations only from group members that are also registered U of T members (staff, faculty, students, and alumni) for the candidacy of executive positions from the general membership before the beginning of March. Candidates have to be members in good standing and be part of the group for at least one month prior to the nomination period.
- 6.4. The CRO shall select three (3) election dates before March 30th for the voting period. These dates will be announced a minimum of two (2) weeks prior to elections dates and must fall on weekdays.
- 6.5. The CRO and Scrutinizers shall provide each U of T member with a paper ballot on the voting dates and ask the member to place their ballot in an enclosed box.
- 6.6. In preparation for a tie, the CRO shall select an executive from amongst the executive committee, to cast their ballot and seal it in an envelope. In the event of a tie for an executive position, one of the two Scrutinizers shall break the seal and count the ballot in order to break the tie.
- 6.7. After the election is over, the CRO and Scrutinizers shall count the ballots. The candidate with the most votes shall be elected to the position. The CRO and Scrutinizers shall submit a report of the results of the elections to the Executive Committee and general members.

- 6.8. Registered U of T members may not vote by proxy. Non-U of T members may not nominate or vote in elections.
- 6.9. Only U of T members who have been a member in good standing for 30 days prior to election dates are eligible for voting.
- 6.10. The term of executive positions shall be from May 1st to April 30th.

7. Article Seven – Finances

- 7.1. The Treasurer shall keep an active record of income and expenses.
- 7.2. The Treasurer shall present the group's updates on the group's financial position at annual general meetings.
- 7.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 7.4. The group may not engage in activities that are essentially commercial in nature.
- 7.5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- 7.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 7.7. The group will not pay salaries to any of its officers.

8. Article Eight – Meetings

- 8.1. Annual General Meetings (AGMs):
 - 8.1.1 The group shall hold general meetings at least twice per year, i.e. once per academic term.
 - 8.1.2 The Executive Committee will announce these dates two (2) weeks prior to holding the meetings. These meetings are intended to go over the group's annual activity plan, and financial health and propose or vote on constitutional amendments if any. Motions will require 2/3 majority of registered members in attendance for a vote to be cast. The motion with the most votes will be passed.
- 8.2. Executive Meetings:
 - 8.2.1 The executive committee shall meet on a monthly basis where the date and times are to be set by an executive. The quorum of executive meetings shall be 50%+1 of executives.

9. Article Nine - Termination of Membership

- 9.1. Any member of the club who commits an act negatively affecting the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest, may be given notice of removal.
- 9.2. The member up for removal shall have the right to defend his/her actions.

- 9.3. A two-thirds majority vote of the current members present in favor of removal is required. The member must have the right to an appeal before the general membership, and the majority vote of the general membership will have the final say on the matter.
- 9.4. The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.
- 9.5. Executive members are subject to the same termination or impeachment process and, as determined by the vote, may lose their executive position along with their membership in the group.

10. Article Ten – Amendments

- 10.1. Any registered U of T members may propose and vote on amendments to this constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.
- 10.2. Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered U of T members in attendance.
- 10.3. The Executive Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. The Office of Student Life, The University of Toronto Students' Union, etc) within two (2) weeks of its approval by general members.