

Constitution of the Aerospace Students' Association

1. Name

- 1.1. This Course Union shall be known as the Aerospace Students' Association.

2. Definitions and Abbreviations

- 2.1. "ASA" means the Aerospace Students' Association.
- 2.2. "UTIAS", "the Institute", and "the Department" mean the University of Toronto Institute for Aerospace Studies.
- 2.3. "FASE" and "the Faculty" mean the Faculty of Applied Science and Engineering.
- 2.4. "KPE" means the Faculty of Kinesiology & Physical Education.
- 2.5. "U of T" and "the University" mean the University of Toronto.
- 2.6. "GECoS" means the Graduate Engineering Council of Students.
- 2.7. "UTGSU" and "GSU" mean the University of Toronto Graduate Students' Union.
- 2.8. "CUPE" means the Canadian Union of Public Employees.
- 2.9. Unless otherwise specified, a "majority" means at least 50% plus 1, rounded down, of the quantity in question.

3. Purpose

- 3.1. The purpose of the ASA is to serve the general interest of all graduate students at UTIAS. This will include, but not be limited to, the following:
 - 3.1.1. Engaging with graduate students, the Institute, the Faculty, the University, and the broader community to understand, support, and advocate for the overall needs and interests of graduate students at UTIAS.
 - 3.1.2. Enhancing the graduate student experience at UTIAS by organizing, promoting, and engaging in athletic, social, academic, professional, and other activities.
 - 3.1.3. Fostering a sense of community and belonging at UTIAS by maintaining a respectful and collegial atmosphere and working closely with the UTIAS Administration.
 - 3.1.4. Connecting graduate students at UTIAS to the broader University community and to resources available through the University.

4. Membership

- 4.1. All full-time and part-time graduate students at UTIAS are automatically deemed Members of the ASA (collectively referred to as “the Membership”).
- 4.2. Members of the Executive Committee who cease to be students at UTIAS during their term shall remain Members of the ASA until the end of their term, unless they resign or are removed from office.
- 4.3. All Members share responsibility for the general well-being of the ASA.

5. Organization of the ASA

- 5.1. The ASA shall consist of the Membership, Lab Representatives, and Executive Committee.
- 5.2. The Executive Committee shall consist of the President; Vice-President, Operations; Vice-President, Communications; two (2) Professional Development Coordinators; two (2) Athletics Coordinators; three (3) Social Coordinators; three (3) GSU Representatives; and two (2) CUPE 3902 Unit 1 Stewards.

6. Executive Committee

- 6.1. The Executive Committee, as outlined in Article 5.2, shall be responsible for managing the affairs of the ASA.
- 6.2. Each member of the Executive Committee shall read and sign a copy of this Constitution upon taking office.
- 6.3. The Executive Committee may approve, by a two-thirds (2/3) majority vote, the creation of a temporary Executive position for a term extending no later than the date of the next General Election, and call a By-Election to fill the position. The temporary Executive shall be considered a full member of the Executive Committee for the duration of their term, after which time the position shall cease to exist.
- 6.4. An Executive may be removed from office before the end of their term if any of the following conditions are met, at which time their position shall be deemed vacant:
 - 6.4.1. The Executive resigns by providing written notice to the Executive Committee.
 - 6.4.2. A Letter of Concern calling for the Executive’s removal, with written support from at least 10% of the Membership or 20 Members, is submitted to the Executive Committee and approved in a Referendum.
 - 6.4.2.1. The Executive in question shall have the right to rebut the Letter of Concern in advance of the Referendum. They may do so in person by requesting that the Executive Committee call a General Meeting, or they may submit a written Rebuttal to the Executive Committee, who shall distribute it to the Membership in advance of the Referendum.

6.5. President

- 6.5.1. The President shall be responsible for the general direction and oversight of all ASA activities.
- 6.5.2. The President shall act as liaison between the ASA and the Institute, and represent the ASA in all areas not represented by other Executive Committee members.
- 6.5.3. The President shall represent the ASA in the monthly meetings of GECoS, in the bi-annual meetings of GECoS with the Vice-Dean, Graduate Studies, of FASE, and in any other meetings that may be organized by GECoS from time to time.
 - 6.5.3.1. The President may invite other members of the Executive Committee to GECoS meetings as needed, and may appoint another Executive to represent the ASA if they are unable to attend.
- 6.5.4. In the absence of the GSU Representatives, the President shall represent the ASA in the UTGSU General Council and be responsible for collecting Head Grant cheques from the UTGSU office.
- 6.5.5. The President shall serve as the primary ASA representative on the UTIAS Student Experience Committee, or shall appoint another member of the Executive Committee to perform this role.
- 6.5.6. Unless otherwise specified, the President shall call and chair elections and meetings as described in Articles 8 and 10.
- 6.5.7. With the assistance of the Vice-President, Operations, the President shall prepare the UTGSU Head Grant Application at the beginning of their term and submit it to the UTGSU Fieldworker. The President shall also work with the Vice-President, Operations, on any other funding applications to the UTGSU or other organizations.
- 6.5.8. The President shall work with the Executive Committee to assist the UTIAS Administration in organizing the annual UTIAS Orientation Day in September.
- 6.5.9. The President shall perform any other duties and adhere to any other conditions laid out in the UTGSU Bylaws and the GECoS Constitution.
- 6.5.10. The President shall be an authorized signing officer of all financial accounts held by the ASA.
- 6.5.11. In the President's absence, or if the office of President is vacant, the duties of the President (including the calling and chairing of a By-Election to fill the office of President) shall pass to the next most senior member of the Executive Committee, where seniority shall be determined according to the order laid out in Article 5.2.

6.6. Vice-President, Operations

- 6.6.1. The Vice-President, Operations shall direct and oversee all record-keeping and financial activities of the ASA, including the maintenance of files, accounts, calendars, and any other organizational tools.
- 6.6.2. The Vice-President, Operations shall be responsible for recording and disseminating minutes of all ASA meetings.
 - 6.6.2.1. Meeting minutes shall include a list of attendees and contain sufficient detail that someone not in attendance could reasonably understand the proceedings of the meeting. The tally of votes (yea-nay-abstain) for any matter put to a vote during a meeting shall be recorded in the minutes, as well as the outcome of the vote.
 - 6.6.2.2. If the Vice-President, Operations is chairing a meeting or otherwise unable to record minutes, they may delegate the recording of minutes to another member of the Executive Committee present at the meeting.
- 6.6.3. The Vice-President, Operations shall be responsible for setting, recording, and managing the budget of the ASA.
- 6.6.4. The Vice-President, Operations shall maintain appropriate records of ASA finances, including:
 - all sums of money received and disbursed by the ASA (including the UTGSU Head Grant, Hart House Refund, and Athletics Centre Refund);
 - all sales and purchases made by the ASA (including through any Athletics accounts administered by UTIAS);
 - the assets and liabilities of the ASA (including the balances of the ASA bank account and any Athletics accounts administered by UTIAS);
 - any other transactions affecting the financial position of the ASA; and
 - the matters with respect to which these transactions took place.
- 6.6.5. The Vice-President, Operations shall be responsible for administering the ASA chequebook, petty cash reserve, and any other financial instruments held by the ASA.
- 6.6.6. The Vice-President, Operations shall, on a semesterly basis, prepare and disseminate (in consultation with the Vice-President, Communications) a report summarizing the financial activities and position of the ASA.
- 6.6.7. The Vice-President, Operations shall assist the President in preparing the UTGSU Head Grant Application, as well as any other funding applications to the UTGSU or other organizations.
 - 6.6.7.1. The outgoing Vice-President, Operations shall prepare a Financial Statement according to the format laid out in the UTGSU Head Grant Application, and deliver it to the incoming Vice-President, Operations.

6.6.7.2. The UTGSU Head Grant application shall exclude any income or expenses flowing through through the Athletics accounts, which are officially administered by UTIAS.

6.6.8. The Vice-President, Operations shall assist the Vice-President, Communications, with the sourcing, and sale of ASA merchandise.

6.6.9. The Vice-President, Operations shall be an authorized signing officer of all financial accounts held by the ASA.

6.7. Vice-President, Communications

6.7.1. The Vice-President, Communications shall direct and oversee all outreach activities and communications of the ASA. This shall include, but not be limited to, maintaining the ASA website, administering ASA social media, creating and distributing promotional materials for ASA events, and ensuring that all communications from the Executive Committee adhere to a reasonable standard.

6.7.2. The Vice-President, Communications shall be responsible for maintaining ASA bulletin boards and submitting appropriate ASA promotional materials to the staff member in charge of electronic displays at UTIAS.

6.7.3. The Vice-President, Communications shall be responsible for soliciting nominations for Lab Representatives, obtaining and posting up-to-date contact information for Lab Representatives, and providing Lab Representatives with copies of ASA promotional materials.

6.7.4. With the assistance of other relevant members of the Executive Committee, the Vice-President, Communications shall be responsible for promoting relevant University services at UTIAS, including those offered by Student Life, the Engineering & Computer Science Library (ECSL), the UTGSU, and CUPE 3902. The Vice-President, Communications shall coordinate with the UTIAS administration and other relevant members of the Executive Committee to organize and promote workshops, information sessions, and other activities related to these services at the UTIAS campus.

6.7.5. The Vice-President, Communications shall, with the assistance of the Vice-President, Operations, direct and oversee the design, sourcing, and sale of ASA merchandise.

6.7.6. The Vice-President, Communications shall be an authorized signing officer of all financial accounts held by the ASA.

6.8. Professional Development Coordinators

6.8.1. The Professional Development Coordinators shall be jointly responsible for directing, overseeing, and promoting (in consultation with the Vice-President, Communications) all academic and professional development activities organized

or co-organized by the ASA, as well as for promoting other relevant academic and professional development activities to the Membership.

- 6.8.2. For the purposes of organizing workshops, information sessions, and other activities, the Professional Development Coordinators shall maintain an open line of communication with relevant professional organizations including, but not limited to, the Canadian Aeronautics and Space Institute (CASI), Women in Aerospace (WIA), and Professional Engineers Ontario (PEO).
- 6.8.3. The Professional Development Coordinators shall assist the Vice-President, Communications, in organizing and promoting workshops, information sessions, and other professional development activities at the UTIAS campus.
- 6.8.4. The Professional Development Coordinators shall assist the UTIAS Administration, in a manner acceptable to the Administration, with the organization of the annual Industry-Alumni-Student Dinner, Graduate Engineering Career Fair, Graduate Research Days, Science Rendezvous, Research Symposia, and other relevant events or initiatives in which the Institute is involved.
- 6.8.5. The Professional Development Coordinators shall assist the UTIAS Seminars Committee in identifying and inviting speakers based on the interests and needs of the Membership, and in organizing refreshments and other aspects of speaker sessions as needed.
- 6.8.6. The Professional Development Coordinators may, at their discretion, appoint Members of the ASA as Managers of specific academic or professional development events or initiatives.
- 6.8.7. The Professional Development Coordinators may, at their discretion and in consultation with the Vice-President, Operations, subsidize academic or professional development activities organized by Members of the ASA, provided these activities are open and advertised to all Members.

6.9. Athletics Coordinators

- 6.9.1. The Athletics Coordinators shall be jointly responsible for directing, overseeing, and promoting (in consultation with the Vice-President, Communications) all ASA athletics activities and events, including activities organized in conjunction with Environment Canada or other organizations.
- 6.9.2. The Athletics Coordinators shall be responsible for the general upkeep of all athletics and recreational equipment and facilities at UTIAS.
 - 6.9.2.1. The Athletics Coordinators shall consult with the President, the Building Services Officer at UTIAS, the Executive Director of Athletics & Physical Activity, and the Manager, Physical Activity in KPE to ensure that equipment and facilities at UTIAS are properly maintained.

- 6.9.3. The Athletics Coordinators may, at their discretion, appoint Members of the ASA as Managers of specific athletics events or initiatives.
- 6.9.4. The Athletics Coordinators may, at their discretion and in consultation with the Vice-President, Operations, subsidize athletics activities organized by Members of the ASA, provided these activities are open and advertised to all Members. Any such subsidies shall be drawn from the Athletics accounts administered by UTIAS.

6.10. Social Coordinators

- 6.10.1. The Social Coordinators shall be jointly responsible for directing, overseeing, and promoting (in consultation with the Vice-President, Communications) all ASA social activities and events.
- 6.10.2. The Social Coordinators shall be responsible for the general upkeep of the cafeteria, lounge, community garden, and all other common areas administered by the ASA, except those under the purview of other members of the Executive Committee.
- 6.10.3. The Social Coordinators may, at their discretion, appoint Members of the ASA as Managers of specific social events or initiatives.
- 6.10.4. The Social Coordinators may, at their discretion and in consultation with the Vice-President, Operations, subsidize social activities organized by Members of the ASA, provided these activities are open and advertised to all Members.

6.11. GSU Representatives

- 6.11.1. The GSU Representatives shall act as liaisons between the UTGSU and the ASA, and keep the Membership informed about UTGSU activities, services, programs, events, and initiatives.
- 6.11.2. The GSU Representatives shall represent the ASA in the UTGSU General Council, and report on the proceedings of the monthly UTGSU General Council Meetings.
 - 6.11.2.1. The GSU Representatives must attend three of the four (3/4) Fall (September - December) UTGSU General Council Meetings in order for the ASA to be eligible for UTGSU Head Grant funding.
- 6.11.3. The GSU Representatives shall be responsible for collecting Head Grant cheques from the UTGSU office.
- 6.11.4. The GSU Representatives shall perform any other duties and adhere to any other conditions laid out in the UTGSU Bylaws.

6.12. CUPE 3902 Unit 1 Stewards

- 6.12.1. The CUPE 3902 Unit 1 Stewards shall act as liaisons between CUPE 3902 and the ASA, and keep the Membership informed about the rights and responsibilities of CUPE 3902 Unit 1 members, the status of any collective bargaining efforts or strike action, and any other CUPE 3902 activities, services, programs, events, or initiatives.
- 6.12.2. The CUPE 3902 Unit 1 Stewards shall represent the ASA in the CUPE 3902 Stewards' Council, and report on the proceedings of the monthly CUPE 3902 Stewards' Council Meetings.
- 6.12.3. As required by the CUPE 3902 Bylaws, the CUPE 3902 Unit 1 Stewards shall submit a report on their mobilization activities at UTIAS to the Chief Steward of CUPE 3902.
 - 6.12.3.1. This report shall constitute, in whole or in part, the Transition Report of outgoing CUPE 3902 Unit 1 Stewards as described in Article 8.9.
- 6.12.4. The CUPE 3902 Unit 1 Stewards shall make any mobilization funds available to the Executive Committee for the purpose of conducting mobilization events, information sessions, or other activities permitted by the CUPE 3902 Bylaws.
- 6.12.5. The CUPE 3902 Unit 1 Stewards shall perform any other duties and adhere to any other conditions laid out in the CUPE 3902 Bylaws.

7. Lab Representatives

- 7.1. Each laboratory or research group at UTIAS shall be entitled to nominate, in a manner of their choosing, one (1) Lab Representative to act as the group's primary point of contact with the Executive Committee and to represent the group's interests to the Executive Committee.
- 7.2. Lab Representatives shall serve terms of not less than one (1) month and not more than one (1) year. At the end of their term, an outgoing Lab Representative may be nominated to serve another term (not necessarily of the same length), or a new Lab Representative may be nominated to take their place.
- 7.3. Lab Representatives shall provide their contact information to the Vice-President, Communications, who shall post it publicly on the ASA website.
- 7.4. For the purposes of nominating a Lab Representative, all students registered in the M.Eng. program at UTIAS shall be deemed to constitute a laboratory.

8. Elections and By-Elections

- 8.1. General Elections shall take place each September, after the official start of the academic year, and before the September UTGSU General Council meeting.

- 8.2. The outgoing President shall call and chair the General Election, and be responsible for counting and recording votes, with the following exceptions:
 - 8.2.1. If the outgoing President is a candidate for any position in the election, they shall appoint a Member of the ASA who is not a candidate for any of those positions to count and record votes for those ballots.
- 8.3. After the General Election has concluded, and before the September UTGSU General Council meeting, the outgoing President shall do the following:
 - 8.3.1. Announce the names and positions of all incoming Executives to the Membership;
 - 8.3.2. Forward the names and contact information of the incoming President and GSU Representatives to the UTGSU Fieldworker;
 - 8.3.3. Forward the names and contact information of the incoming President and CUPE 3902 Unit 1 Stewards to the CUPE 3902 Chief Steward;
 - 8.3.4. Forward the name and contact information of the incoming President to the Chair of GECoS;
 - 8.3.5. Update the ASA Ulife page with the names and contact information of the incoming President and Vice-President, Communications;
 - 8.3.6. Provide login credentials for all ASA accounts to the incoming President, or otherwise provide the incoming President with administrative access to such accounts; and
 - 8.3.7. Deliver the outgoing Executive Committee's Transition Reports to the incoming Executive Committee and other relevant individuals as described in Article 8.9.
- 8.4. The President may, at any time during their term, call and chair a By-Election to fill any vacant position on the Executive Committee. The President shall be responsible for counting and recording votes, announcing the names and positions of successful candidates, and updating ASA contact information as specified in Article 8.3.
- 8.5. Unless otherwise specified, the term of Executive Committee members shall begin on the date of the election in which they are elected and end on the date of the next General Election.
- 8.6. If the outgoing President has not been elected to any position on the incoming Executive Committee, they may serve, at the pleasure of the incoming President, as an Advisor to the incoming Executive Committee.

8.7. Nominations

- 8.7.1. The nomination period for any election shall be opened and advertised at least seven (7) calendar days in advance of the election.

- 8.7.2. Nominations for any vacant position may be submitted or retracted at any time prior to the casting of votes for that position.
- 8.7.3. Any Member may nominate themselves for any vacant position, subject to the following conditions:
 - 8.7.3.1. It is preferred that candidates for the position of President be members of a previous Executive Committee or be ASA Members who have been at UTIAS for at least six (6) months.
 - 8.7.3.2. It is preferred that a single individual serve no more than two (2) terms as President.
 - 8.7.3.3. In accordance with the CUPE 3902 Bylaws, nominations for the position of CUPE 3902 Unit 1 Steward are restricted to members of CUPE 3902 Unit 1.
- 8.7.4. If a candidate is elected and fills a position, their nominations for other positions shall be automatically deemed retracted.

8.8. Election Procedure

- 8.8.1. The Election Procedure laid out in this Article shall apply equally to all ASA elections and by-elections.
- 8.8.2. Elections for Executive Committee positions shall proceed according to the order laid out in Article 5.2.
- 8.8.3. Elections for positions with multiple vacancies shall be decided in a single Primary Ballot.

8.8.4. Primary (Approval) Ballots

- 8.8.4.1. Each Member in attendance may cast up to one (1) vote of approval per candidate in a Primary Ballot (e.g., by show of hands). This means that each Member in attendance may vote their approval for more than one candidate in a Primary Ballot, if they so choose.
- 8.8.4.2. Among those candidates in a Primary Ballot for whom a majority of Members in attendance have voted their approval, the candidate or candidates with the highest approval (i.e., the largest majorities of votes) shall be elected, according to the number of vacant positions.
- 8.8.4.3. If more candidates are elected than there are vacant positions in the Primary Ballot, a Secondary Ballot shall be held to eliminate elected candidates tied for the lowest approval (i.e., the smallest majority of votes) such that the number of elected candidates becomes equal to the number of vacant positions in the Primary Ballot.

- 8.8.4.4. If fewer candidates are elected than there are vacant positions in the Primary Ballot, the unfilled positions shall remain vacant and the election shall proceed immediately to the next Primary Ballot.

8.8.5. Secondary (Tie-Breaker) Ballots

- 8.8.5.1. Each Member in attendance may cast up to one (1) vote in a Secondary Ballot (e.g., by show of hands). This means that each Member in attendance may vote for only one candidate in a Secondary Ballot.
- 8.8.5.2. The candidate or candidates with the most votes shall fill the vacant positions in the Secondary Ballot.
- 8.8.5.3. In the event of a tie, the candidate or candidates with the least votes shall be eliminated, and a new Secondary Ballot shall be held with the remaining candidates.
- 8.8.5.4. If eliminating all candidates tied for the least votes would leave fewer remaining candidates than positions in the Secondary Ballot, the tied candidates shall draw lots to decide which of them shall be eliminated.

8.9. Transition Reports

- 8.9.1. Prior to the end of their term, each outgoing Executive shall submit a Transition Report to the outgoing President. The purpose of these reports is to evaluate the success of ASA activities, and to ensure a successful transfer of knowledge to the incoming Executive Committee. Executives occupying the same position may submit a joint Transition Report.
- 8.9.2. Each Transition Report shall consist of a summary of the author's or authors' activities (including related revenues and expenses, with reference to the budget prepared by the Vice-President, Operations), an assessment of how these activities contributed to the purposes of the ASA as described in Article 3, and recommendations to the incoming Executive Committee.
- 8.9.3. The outgoing President shall deliver all Transition Reports to the incoming Executive Committee after the General Election.
- 8.9.4. The outgoing President shall deliver a copy of the Athletics Transition Report to the Executive Director of Athletics & Physical Activity and the Manager, Physical Activity in KPE.

9. Finances

- 9.1. The fiscal year of the ASA shall be September 1 to August 31.
- 9.2. All purchases, subscriptions, expense claims, reimbursements, or other disbursements of money made by the ASA must be approved in writing by both the President and the Vice-President, Operations.

- 9.3. All cheques written by the ASA must be signed by two (2) authorized signing officers, one of whom must be the Vice-President, Operations.
- 9.4. The Executive Committee must approve, by a two-thirds (2/3) majority vote at an Executive Committee Meeting, any single purchase exceeding 25% of expected revenues for the year.
 - 9.4.1. If the vote fails, the Executive Committee may, at their discretion, submit the purchase to a Referendum where it shall be approved or rejected by the Membership.

10. Meetings

10.1. General Meetings

- 10.1.1. The President shall call and chair at least one (1) General Meeting during their term. The first such meeting shall be deemed the Annual General Meeting (AGM).
- 10.1.2. Notice of a General Meeting shall be posted at least seven (7) calendar days in advance of the meeting.
- 10.1.3. In consultation with the Executive Committee, the President shall prepare and distribute an agenda at least two (2) calendar days in advance of the meeting.
- 10.1.4. If the Executive Committee receives a request for a General Meeting, endorsed in writing by at least 10% of the Membership or 20 Members, the President is obligated to call a General Meeting within 14 calendar days.
- 10.1.5. The quorum of General Meetings shall be 20% of the Membership.
- 10.1.6. Minutes from General Meetings shall be made publicly available no later than seven (7) calendar days after the meeting.

10.2. Executive Committee Meetings

- 10.2.1. The Executive Committee shall meet at least once per month, at a date and time determined by the Executive Committee at least seven (7) calendar days in advance of the meeting.
- 10.2.2. In consultation with the Executive Committee, the President shall prepare and distribute an agenda at least two (2) calendar days in advance of the meeting.
- 10.2.3. Lab Representatives shall be entitled to participate in Executive Committee meetings, but shall not have voting powers.
 - 10.2.3.1. If a Lab Representative is unable to attend an Executive Committee meeting, they may designate another member of their laboratory or research group to take their place at the meeting.

- 10.2.4. The quorum of Executive Committee meetings shall be three (3) members of the Executive Committee and must include at least one (1) of the President; Vice-President, Operations; and Vice-President, Communications.
- 10.2.5. Minutes from Executive Committee meetings shall be made publicly available no later than seven (7) calendar days after the meeting.

10.3. Meetings with UTIAS Administration

- 10.3.1. The President shall call and chair a meeting with the Director of UTIAS and other relevant members of the UTIAS Administration at least once per semester, at a date and time determined in consultation with the Director's Office at least seven (7) calendar days in advance of the meeting.
- 10.3.2. In consultation with the Director's Office and the Executive Committee, the President shall prepare and distribute an agenda at least two (2) calendar days in advance of the meeting.
- 10.3.3. All members of the Executive Committee shall be entitled to participate in meetings with the UTIAS Administration.
- 10.3.4. Minutes from meetings with UTIAS Administration shall be made publicly available no later than seven (7) calendar days after the meeting.

11. Referenda

- 11.1. The Executive Committee may, at their discretion, call a Referendum of the Membership on any issue.
- 11.2. The Executive Committee shall appoint a Referendum Coordinator who will organize the Referendum, tally votes, and announce the results to the Membership.
- 11.3. Each Member of the ASA is entitled to one (1) vote on each issue in the Referendum.
- 11.4. Voting shall be open for a period of seven (7) calendar days.
- 11.5. At the end of the voting period, a majority of votes will decide each issue in the Referendum.
- 11.6. The quorum of Referenda shall be 20% of the Membership.

12. Amendments and Ratification

- 12.1. Any Member may propose amendments to this Constitution, which shall be submitted to a Referendum to be ratified, rejected, or amended by the Membership.
- 12.2. The Executive Committee shall review this Constitution at least once during their term and propose amendments as needed.

- 12.3. A copy of this Constitution shall be posted publicly on the ASA website and submitted to the UTGSU for approval.
- 12.4. Previous versions of this Constitution shall be dated and archived publicly on the ASA website.

History

14 February, 1969 - Ratified

11 April, 1969 - Amended

21 November 1969 - Amended

31 May 1972 - Amended

23 September 1979 - Amended

5 September 2008 - Amended

23 August 2016 - Amended. Updated election procedures (2 term max, president eligibility, tie resolution) , clarified large purchase procedure (2/3 exec approval, referendum if not resolved) . Added MEng and SFL reps. Added additional VP responsibilities (social media).

15 August 2017 - Amended. Nearly complete rewrite with significantly more detail about procedures and responsibilities. Updated election procedures (approval voting + exhaustive tie breaker ballot), replaced VP and Treasurer with VP Operations and VP Communications, created Professional Development Coordinator & CUPE Steward positions, Lab Representatives for all, GECoS and UTIAS Admin meetings.

Executive Committee Signatures

President

Vice-President, Operations

Vice-President,
Communications

Professional Development
Coordinator

Professional Development
Coordinator

Athletics Coordinator

Athletics Coordinator

Social Coordinator

Social Coordinator

Social Coordinator

GSU Representative

GSU Representative

GSU Representative

CUPE 3902 Unit 1 Steward

CUPE 3902 Unit 1 Steward