

## **Constitution of “University of Toronto Ski and Snowboard Club”**

### **1. Article One – Name and Purpose**

- 1.1. The official name of the recognized student group is “University of Toronto Ski and Snowboard Club”
- 1.2. The official acronym or abbreviation of the group is “UTSSC”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to offer affordable opportunities for the University of Toronto community to participate in winter activities and form a strong community network. Our main activity is skiing and snowboarding during the winter season but we also throw bi-monthly socials to offer additional bonding opportunities for our club members before the season starts. Additionally, we have created 3 new divisions in our club which are “The Mentorship Program”, “The Diversity and Inclusivity Program” and “The Safety and Wellness Program”. The Mentorship Program is where experienced skiers or snowboarders teach our beginners at extremely affordable costs. This program is effective and comprises about 35% of every single trip. The Diversity and Inclusivity Program is a new program that has a few projects currently in development including sensitivity training module for the executive team and club members, advertising that targets groups that may otherwise find the sport too expensive, inaccessible or too heteronormative. They are also creating diversity scholarships in which club funds will be used to pay for one lucky student each trip and we are hoping to access grants, sponsorships or additional funding to pay for such endeavours. They are also in charge of creating a safe space for every single person that attends the University. The Safety and Wellness Program creates more policy so that we can teach our members their responsibilities as well as our club “Code of Conduct”. This division has 2 co-directors so that each gender can approach who they feel more comfortable with. We also have an anonymous complaint form so that anyone can come forward with any concern they have. For the sport itself, we have weekly day trips to Blue Mountain, a reading week trip to Mont Tremblant, and 2 additional trips to the West Coast at SkiBig3, Panorama and Revelstoke.

### **2. Article Two – Membership and Membership Fee**

- 2.1. The group shall maintain a list of group members.
- 2.2. Voting membership is open to all registered students of the University of Toronto.
- 2.3. Voting membership is open only to registered students of the University of Toronto.
- 2.4. Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.
- 2.5. The membership fee will be \$5 per year.

### **3. Article Three – Rights of Members**

- 3.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.
- 3.2. All voting members have a right to attend all general meetings of members.

- 3.3. All voting members have a right to cast votes at all general meetings of members.
- 3.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.5. All voting members have a right to cast votes in all group elections and referenda.
- 3.6. All voting members have a right to propose and vote on amendments to this constitution.
- 3.7. 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.
- 4.2. The Executive Committee shall be comprised of 8 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 per cent (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 Committee Composition and Duties**

##### **5.1. The President shall:**

- 5.1.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.2. Oversee the operations, management, marketing strategy, and success of the group,
- 5.1.3. Serve as spokesperson for the group,
- 5.1.4. Hold signing and financial authority along with the Vice President,
- 5.1.5. Preside over meetings of the Executive Committee and/or members,
- 5.1.6. Organize entertainment and social activities,
- 5.1.7. Organizing budget for marketing, socials and operational costs (flyers, printing etc.)
- 5.1.8. Record all financial transactions of the group
- 5.1.9. Social media management
- 5.1.10. Ensure a transition of office from one year to the next.

##### **5.2. The Vice-President shall:**

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Assume duties of the President in their absence,
- 5.2.3. Ensure activities of the club comply with policies of the University of Toronto,
- 5.2.4. Coordinate organizational recruitment efforts.
- 5.2.5. Organize entertainment and social activities
- 5.2.6. Membership recruitment and organization
- 5.2.7. Coordinate with our sponsors.
- 5.2.8. Record all financial transactions of the group

- 5.2.9. Hold signing and financial authority along with the President,
- 5.2.10. Social Media Management
- 5.3. **The Director of Mentorship shall:**
  - 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
  - 5.3.2. Recruit and train mentors for program procedures,
  - 5.3.3. Maintain mentorship procedures and make changes where necessary,
- 5.4. **The Director of Safety and Wellness shall:**
  - 5.4.1. Be eligible to cast votes at meetings of the Executive Committee,
  - 5.4.2. Create policy that create a safe environment on the hill and within our community,
  - 5.4.3. Create training modules to handle any situation that may arise on our trips,
  - 5.4.4. Be available for member concerns and be able to effectively problem solve.
- 5.5. **The Director of Diversity and Inclusivity shall:**
  - 5.5.1. Be eligible to cast votes at meetings of the Executive Committee,
  - 5.5.2. Create sensitivity module for exec and general membership,
  - 5.5.3. Create safe spaces within our physical and online spaces.
  - 5.5.4. Creating and expanding the program
  - 5.5.5. Research funding from sponsors, school etc.
  - 5.5.6. Create diversity and inclusivity scholarships
  - 5.5.7. Brainstorm other ideas on how to improve this program

## 6. Article Six – Elections

- 6.1. All voting positions on the Executive Committee shall be filled through an annual election.
- 6.2. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.
- 6.3. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
- 6.4. Non-voting group members shall not be eligible to cast a ballot for any elected position.
- 6.5. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
- 6.6. On the condition that multiple candidates are to be elected for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.
- 6.7. The elections must be held in a nonbiased manner. No individual who is seeking election may participate in planning or administering the election.

## 7. Article Seven – Finances

- 7.1. The Finance Officer shall keep an active record of income and expenses.
- 7.2. The Finance Officer 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. The Executive Committee shall meet monthly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
- 8.2. The group shall hold general meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.
- 8.3. The Executive Committee must announce the date of a general meeting to the general membership at least two (2) weeks prior to the date of the meeting.

## **9. Article Nine - Termination of Membership**

- 9.1. The Executive Committee may revoke the membership of 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.
- 9.2. A vote to revoke membership must be held at a meeting of the Executive Committee.
- 9.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.
- 9.4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.
- 9.5. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.
- 9.6. Following a termination of membership, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club.
- 9.7. Executive Committee members are subject to the same termination of membership process as general members.

## **10. Article Ten – Amendments**

- 10.1. All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.
- 10.2. All voting members may propose and vote on amendments to the constitution.
- 10.3. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.
- 10.4. Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.