

Constitution of “SKY Campus Happiness Club

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “SKY Campus Happiness Club”
- 1.2. The purpose, objectives, mission and/or mandate of the organization is to teach and practice breathing, yoga, and meditation techniques which release stress and increase focus, energy and joy. We will hold periodic SKY Breath Art of Living Courses taught by trained Art of Living instructors, meet for weekly meditations (“Satsang”) and co-ordinate community service projects.

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.
- 2.5. Any student, alumnus, faculty, or staff wishing to become a member may do so by providing the President or Secretary of the organization with their name, current mailing address, email and phone number. Once this information is provided, he/she shall become a member with the same privileges held by all members.
- 2.6. Membership must be renewed annually.
- 2.7. Membership in the organization shall not be denied to any person on the basis of race, religion, national origin, age, sex, sexual orientation, marital status, or disability.
- 2.8. Membership may be discontinued at the request of the member.

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.

4. Article Four - Executive Committee

- 4.1. The term for all positions on the Executive Committee shall be from for a year.
- 4.2. The Executive Committee shall be comprised of four voting members.

5. Article Five - Executive Committee Composition and Duties

5.1. The President shall:

- 5.1.1. The President shall preside at all meetings,
- 5.1.2. Organize and delegate responsibility for setting up Art of Living Courses,

- 5.1.3. Organize and/or delegate responsibility for special events such as community service, additional yoga/meditation sessions open to non-members, and publicity for the organization itself and/or upcoming events,
- 5.1.4. Name all special committees,
- 5.1.5. Appoint all committee chairs,
- 5.1.6. Maintain contact with all members and encourage participation in meetings,
- 5.1.7. Oversee the operations, management, and success of the group,
- 5.1.8. Hold signing and financial authority along with the Treasurer,
- 5.1.9. Preside over meetings of the Executive Committee and/or members,
- 5.2. **The Vice President shall:**
 - 5.2.1. Assume duties of the President in their absence,
 - 5.2.2. Assist the President with these duties in his/her presence,
 - 5.2.3. Ensure activities of the club comply with policies of the University of Toronto,
- 5.3. **The Secretary shall:**
 - 5.3.1. Shall collect and keep records of members' names, phone numbers, email and regular addresses,
 - 5.3.2. Shall maintain accurate records of all business pertaining to the organization,
 - 5.3.3. Shall receive and respond to all official correspondence.
 - 5.3.4. Record notes and motions for meetings,
 - 5.3.5. Notify all members of general meetings.
- 5.4. **The Treasurer shall:**
 - 5.4.1. Collect course fees,
 - 5.4.2. Collect and disburse funds as directed by the organization,
 - 5.4.3. Keep open communication about the status of these funds with the other officers,
 - 5.4.4. Record all financial transactions of the group,
 - 5.4.5. Prepare an annual financial report for the group.

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. At least two members are needed to nominate a candidate.
- 6.8. Once nominations have been received for each position, elections shall take place by secret ballot.

- 6.9. Each nominee may appoint one scrutineer to monitor the counting of ballots, and ballots will be counted by the President or secretary. In the event that the President or the Secretary is running for office, another member of the executive will be substituted.
- 6.10. If a vacancy occurs on the executive during the year, there will be a by-election held during a regular members meeting. Notice of the by-election will be sent to all members.
- 6.11. The elections must be held in a nonbiased manner.

7. Article Seven – Finances

- 7.1. Members are not assessed any mandatory fees or dues but are only eligible to attend the meeting in which members practice the techniques learned in the Art of Living Course once they have taken said course. Other members may participate in community service projects, yoga, guided mediations, and other activities.
- 7.2. The student fee for the Art of Living course Part 1 is \$ 125. Non-students are welcome to take the course for the regular fee of \$250. These fees are for covering the cost of facilitating the course, which often requires the transportation and housing of a teacher as well as other supplies.
- 7.3. The course fees will be collected by the Treasurer.
- 7.4. The signing officers of the club will be the President and the Treasurer. The club bank account will be held under one of their names.
- 7.5. The treasurer will keep accurate and up-to-date records of all financial transactions. These records can be inspected by any member with one week's notice.
- 7.6. The treasurer will present an annual financial report at the September membership meeting.
- 7.7. The Treasurer shall keep an active record of income and expenses.
- 7.8. The Treasurer shall present the group's updates on the group's financial position at annual general meetings.

8. Article Eight – Meetings

- 8.1. The Art of Living Club will meet once a week. The session will be held in two parts. The first part of the meeting shall provide the opportunity to practice the techniques learned in the Art of Living course Part 1 in a group. The first part of the meeting shall be open to members who have taken the Art of Living course Part 1. The second part of the session will be a meeting of the general membership and (open to all members) and shall be conducted according to Roberts Rules of Order Revised Edition.
- 8.2. All members can participate in separate guided meditation and yoga sessions once a week.
- 8.3. Emergency meetings may be called by two officers, or five members with 24 hours notice, and with notification to all members.
- 8.4. In addition to the weekly gathering, members of the organization will have a chance to participate in community service projects. These will be organized once a month, by a member volunteer, to be determined at weekly meetings.

8.5. The annual meeting shall be held in September of each year. The annual meeting procedure will include a review of the financial records of the club, and an election of new officers.

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.

10. Article Ten – Amendments

10.1. In order to amend this constitution, notice of amendment must be sent to all members by email at least 48 hours prior to a scheduled meeting.

10.2. All amendments to the constitution must be approved by at least 4/5 of the members present at the meeting.

10.3. Amendments are not considered final until approved by staff in the Division of Student Life at the University of Toronto.