

Constitution: Asian Institute Migration Analysis Association

Article One: Name, Purpose and Scope

- 1.1 The official name of the recognized student group is the **Asian Institute Migration Analysis Association**. Its acronym is AImAA.
- 1.2 The purpose of the association is to encourage academically- and policy-oriented exploration and discussion of migration- and displacement-related issues among students of diverse academic backgrounds.
- 1.3 The association shall have a particular but not exclusive focus on the Asia-Pacific region.
- 1.4 The association's activities shall be organized around the following broad themes:
 - Migration to, from and within the Asia-Pacific region, including both South-South and South-North/North-South migration;
 - Broader migration- and displacement-related issues, especially those of particular salience to the Asia-Pacific region, such as climate migration and displacement, or looked at from a regional perspective, such as forced migration of Rohingya refugees; and,
 - Global migration- and displacement-related issues relevant, *inter alia*, to the Asia-Pacific region, such as the global governance of migration and displacement
- 1.5 A principal objective of the association shall be to foster academic collaboration with undergraduate [and graduate] students abroad, notably in the Asia-Pacific region, on issues relating to migration and displacement.

Article Two: Affiliation with the Asian Institute and the Munk School of Global Affairs & Public Policy

- 2.1 The association shall be affiliated with the University's Asian Institute, at the Institute's discretion and subject to the concurrence of its Academic Leadership, as confirmed through the Institute's established decision-making procedures. This potential for affiliation has been confirmed by Professor Silvey, Richard Charles Lee Director, Asian Institute, Munk School of Global Affairs & Public Policy
- 2.2 The association shall seek to build upon its administrative base within the Munk School of Global Affairs & Public Policy, by seeking to contribute to other Munk School-based research labs and centres that are active on issues relating to migration and displacement, subject to the concurrence of such Munk School academic units.

- By way of example, applicable academic units might include the Global Migration Lab and the Harney Program in Ethnic, Pluralism and Immigration Studies.
- By way of further example, such contributions might take the form of jointly organizing events such as lectures or conferences, and/or serving as an entry-point for undergraduate [and graduate] student participation in the academic units' activities.

2.3 The association shall also seek to partner with Munk School-affiliated course unions and other registered student groups, in jointly organizing events or jointly undertaking projects or initiatives relevant to the purpose and scope of the association.

Article Three: Partnerships Abroad

3.1 A principal objective of the association being to foster academic collaboration with undergraduate [and graduate] students abroad, notably in the Asia-Pacific region, the association shall support actively and contribute to initiatives by the Asian Institute to pursue initiatives with other universities in order jointly to address issues amongst those listed in Article 1.4 above. Such support and contribution would be at the discretion of the Asian Institute and subject to the concurrence of its Academic Leadership, as confirmed through the Institute's established decision-making procedures.

- By way of example, the association could lead the participation of University of Toronto undergraduate- [and graduate-] student participants in a joint National University of Singapore-University of Toronto Migration Research Group, were such a group to be established between the National University of Singapore's Asia Research Institute and the Asian Institute.

Article Four: Membership

- 4.1 The association shall maintain a list of group members.
- 4.2 Voting membership in the association is open to all registered students of the University of Toronto, and only to registered students of the University of Toronto.
- 4.3 Non-voting membership in the association is open to University of Toronto faculty and staff. Non-voting members do not hold any rights awarded to voting members.
- 4.4 The membership fee will be \$0 per year. No membership fee will be required.
- 4.5 The term of membership in the association will be from May 1st to April 30th each year, or any portion thereof.

- 4.6 All voting members have a right to attend all general meetings of members and all events organized by the association.
- 4.7 All voting members have a right to cast votes at all general meetings of members.
- 4.8 All voting members have a right to stand for election unless otherwise stated in this document.
- 4.9 All voting members have a right to cast votes in all group elections and referenda.
- 4.10 All voting members have a right to propose and vote on amendments to this constitution.
- 4.11 The rights articulated in Articles 4.6 through 4.10 are not awarded to non-voting members as described in Article 4.3.

Article Five: Executive Committee

- 5.1 The term for all positions on the Executive Committee shall be from May 1st through April 30th.
- 5.2 The Executive Committee shall be comprised of five (5) voting members.
- 5.3 All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 5.4 Non-voting members may hold only non-voting positions on the Executive Committee.
- 5.5 The maximum number 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 greater.
- 5.6 Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 5.7 No person may serve as a financial authority or signing authority for the association if they are currently serving as a financial authority or signing authority for another recognized student group of the University of Toronto.

Article Six: Executive Committee Composition and Duties

- 6.1 The Executive Committee shall comprise a President, a Vice-President, a Secretary, a Communications Director, and a Treasurer. Five (5) voting members in total.

6.2 The broad responsibilities of each Executive Committee positions are as follows:

6.2.1 The President shall:

- Oversee the operations, management, and success of the association;
- Serve as the primary contact with the University Administration, including at the Asian Institute, the Munk School of Global Affairs & Public Policy, and Munk-affiliated research centres and labs;
- Serve as spokesperson for the association;
- Hold signing and financial authority, along with the Treasurer;
- Preside over meetings of the Executive Committee and/or members;
- Ensure a transition of office from one year to the next.
- Communicate with invited speakers

6.2.2 The Vice-President shall:

- Assume duties of the President in their absence;
- Serve as the secondary contact with the University Administration, including at the Asian Institute and at the Munk School of Global Affairs & Public Policy;
- Serve as the primary contact with course societies and other recognized student groups, including at the Asian Institute and at the Munk School of Global Affairs & Public Policy;
- Ensure activities of the association comply with policies of the University of Toronto;
- Coordinate organizational recruitment efforts.

6.2.3 The Communications Director shall

- Edit creative outputs
- Manage social media

6.2.4 The Secretary shall:

- Support the President and Vice-President in managing their administrative duties;
- Serve as the primary contact with the Arts & Science Student Union (ASSU), and attend relevant ASSU meetings;
- Maintain a list of members of the association;
- Maintain the association's website and member contact list;
- Sets format for recording notes and motions for meetings (but a new person will take note son the meeting each time to ensure fair participation);
- Notify all members of general meetings.

6.2.5 The Treasurer shall:

- Record all financial transactions for the association;
- Hold signing and financial authority for the association, along with the President;
- Maintain a budget of income and expenses;

- Advise members of Executive Committee and other members of the association on the financial position of the group;
- Prepare an annual budget for the association.

6.3 The Executive Committee is collectively responsible for the day-to-day decision-making of the association, including but not limited to monitoring finances, event planning and delivery, member services, and advocating on behalf of member to the University Administration and student government. When planning an event, the leadership team will also:

- Take the lead, individually or jointly as appropriate, in the organization and delivery of individual events and categories of events (e.g. seminars, lectures, conferences), working together with other members of the association;
- One of the Events Directors might eventually take the lead in managing partnerships abroad pursuant to Article 3 above.

Article Seven: Elections

- 7.1 All voting positions on the Executive Committee shall be eligible to be filled through an annual election.
- 7.2 All voting members of the association shall be eligible to seek nomination to, and cast a ballot for, each voting position on the Executive Committee.
- 7.3 All non-voting members of the association shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
- 7.4 Non-voting members of the association shall not be eligible to cast a ballot for any elected position.
- 7.5 The nominee winning the plurality of votes cast in the election for each position shall be deemed to have been elected to that position. In situation were multiple candidates are candidates for election to a single position, the nominee winning the largest share of the votes cast shall be deemed to have been elected to that position.
- 7.6 The elections must be held in a non-biased manner. No individual who is seeking election may participate in planning or administering the election.

Article Eight: Finances

- 8.1 The Treasurer shall keep an active record of income and expenses.
- 8.2 The Treasurer shall present the association's update on its financial position, at annual general meetings.

- 8.3 The Executive Committee must approve all expenditures above \$100.00 through a majority vote at a meeting of the Executive Committee.
- 8.4 The association may not engaged in activities that are essentially commercial in nature.
- 8.5 The association will not have as an activity a function that makes it an on-campus chapter of a commercial organization.
- 8.6 The association will not provide services and goods at a profit when that profit is used for purposes other than those of the association itself.
- 8.7 The association will not pay salaries to any of its Executive Committee members.

Article Nine: Meetings

- 9.1 The Executive Committee shall meet twice monthly, or more frequently as warranted.
- 9.2 Quorum for Executive Committee meetings shall be 50%-plus-one of its voting members.
- 9.3 The association shall hold general meetings at least twice per year to provide the general membership an opportunity to review the association's annual activity plan, financial health, and propose or vote on constitutional amendments. At least one such general meeting shall be held in the Fall term each year and at least one such general meeting shall be held in the Winter term each year.
- 9.4 The Executive Committee must announce the date of the general meeting to the general membership at least two (2) weeks prior to the date of the meeting.

Article Ten: Termination of Membership

- 10.1 The Executive Committee may revoke the membership of any member of the association who commits an act, or acts, negatively affecting the interests of the association and its members, including non-disclosure of a significant or continuing conflict of interest.
- 10.2 Any vote to revoke membership must be held at a meeting of the Executive Committee.
- 10.3 A two-thirds majority of the voting members of the Executive Committee is required to approve any motion to revoke membership.
- 10.4 Any member of the association facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.

- 10.5 In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to uphold the revocation of membership.
- 10.6 Following a termination of membership, the member will be removed from the association's membership and will lose any privileges associated with being a member of the association.
- 10.7 Executive Committee members are subject to the same termination of membership process as general members.

Article Eleven: Amendments

- 11.1 All constitutional amendments shall require a two-thirds majority vote to be passed at a general meeting.
- 11.2 All voting members may propose and vote on amendments to the constitution.
- 11.3 The Executive Committee shall submit the revised constitution to the staff of the Division of Student Life and the University of Toronto within two (2) weeks of the vote.
- 11.4 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.