

Constitution for Hindu YUVA at University of Toronto
(Hindu YUVA)



PREAMBLE

We, the members of Hindu YUVA at UofT, subscribing to the regulations and policies of University of Toronto, establish this Constitution to govern the matters within our organization.

ARTICLE I IDENTIFICATION

Section 1: Name

The name of this organization shall be Hindu YUVA at UofT.

Section 2: Affiliations

Hindu YUVA at UofT is affiliated with the national Hindu YUVA body and will be known as one of their chapters.

ARTICLE II PURPOSE

Section 1: Purpose

The purpose of this organization shall be to bring together both Hindu and non-Hindu students to raise awareness about what Hinduism is. As one of the largest and oldest religions in the world, we believe it is necessary that there be an organization on campus to represent the interests of the

Hindu community present here. We hope to create a comfortable atmosphere where students can come and celebrate their culture. We hope to achieve these goals by having team-building games, yoga and meditation, and exciting debates and presentations at our weekly meetings. All in all, we want to build a small Hindu community within the University of Toronto so that students can come and discover a home away from home.

ARTICLE III- MEMBERSHIP

Section 1: Membership

- A. All students at University of Toronto shall be eligible to be members of Hindu YUVA.
- B. Membership shall be established after a prospective member attends two meetings and informs a member of the executive board that they wish to be a member.
- C. Members are required to attend four meetings a semester to continue to be a member for the next semester.
- D. For any kind of paid events, the entrance/activity fee for the members will be 50% of the original price.
- E. All members have the same rights and responsibilities, with the exception of executive board members who have greater responsibilities and roles within the organization.
- F. Only members are eligible to run for elections in order to be officers.

Section 2: Removal of Membership

Any member subject to removal shall have the right to appeal to a separate appeals committee. This committee will consist of members who are not part of the executive board and are selected based on impartiality. Members have the right to appeal decisions to the general membership.

- A. Ineligibility
 - a. Members will be ineligible to participate in the organization during the next semester if they fail to attend at least four meetings in the semester prior.
- B. Voluntary Removal
 - a. Members wishing to leave can inform the president or the vice president to be removed as a member.
- C. Involuntary Removal
 - a. Grounds
 - i. Grounds for involuntary removal include violating rules established in this constitution or acting disrespectfully toward fellow members or advisors.
 - 1. Executive board members ultimately determine if a matter warrants removal.
 - b. Removal Process
 - 1. The issue is brought to the attention of a member of the executive board, either through an anonymous message, a direct conversation, or any other

method through which the executive board can be reliably reached.

2. If the matter is found to not warrant involuntary removal, the executive board will explain the issue to the member of concern and put them on “probation” for a period of time determined by the executive board.
3. If the matter is found to warrant involuntary removal, the member in question will be notified via email and asked to speak with the executive board in-person or via video conference, during which the matter will be explored and the member will be informed of their removal.
4. In certain circumstances as dictated by the executive board, members elected for removal may be given an action plan of steps to complete in order to rejoin the organization.
5. The executive board reserves the right to deny membership at a later date contingent upon the severity of the issue and the behavior of the student. No formal bans will be placed on students.

c. Grounds for Probation

- i. The executive board may put a member on probation if their actions are ambiguous or not explicitly in violation of any social/constitutional rules.
 1. Executive board members ultimately determine if a matter warrants probation.

d. Probation Process

- i. Under probation, members must be accounted for during all meetings (either present or excusably absent with notification to the executive board). Failure to do so will lead to removal following the process detailed above.

e. Reinstatement Process

1. After a period of 30 days following notification of removal, the member has the option of reaching out to the executive board regarding reinstatement of their membership. The student will be apprised of this right during the aforementioned notification meeting. It will be the responsibility of the student to reach out to initiate the arrangement of this meeting.
 - a. During this meeting, the student may present their case for reinstatement.
 2. The executive board and advisor(s) will meet to discuss the possible reinstatement of the member.
 - a. If approved, the member will be able to rejoin the organization immediately. They will be notified of this approval via email.
 - b. If rejected, the member will be able to appeal this decision after another 30 days.
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- a) During this meeting, the student may present their case for reinstatement.
- 2) The executive board and advisor(s) will meet to discuss the possible reinstatement of the member.
 - a) If approved, the member will be able to rejoin the organization immediately. They will be notified of this approval via email.
 - b) If rejected, the member will be able to appeal this decision after another 30 days.

ARTICLE IV- MEMBERSHIP FEES

The membership fee will be \$2 per year.

Section 2: Categories of Membership

- A. Officers/Executive Board
- B. Active Members
 - a. Members who have fulfilled the requirement of attending two meetings per semester.
- C. Inactive Members
 - a. Members who have failed to fulfill the requirement of attending two meetings per semester and thus, are unable to participate in YUVA activities for that semester.
- D. Probationary Members
 - a. Members that are eligible for involuntary removal.

ARTICLE V- OFFICERS

The Executive Committee shall be comprised of four (4) voting members. All voting members must be currently registered students of the University of Toronto.

The officers of this organization shall consist of:

A. The President

1. The President shall be the Chief Executive Officer of the RSG. He or she shall be responsible for all aspects of the functioning of the group.
2. The President shall have Signature Responsibility.
3. The President shall fulfill any of the other officer's responsibilities when they might not be present or a position is vacant.

B. The Vice President

1. The Vice President shall be the second in command of the RSG.
2. The Vice President shall take over for the President when he or she is not present.

C. The Treasurer

1. The Treasurer shall be the Chief Financial Officer of the RSG.
2. The Treasurer shall be responsible for maintaining the group's finances and informing the Executive Board about budgeting before planning for events.
3. The Treasurer shall have Signature Responsibility.

D. The Secretary

1. The Secretary shall be responsible for maintaining all records for the RSG.
 - a) All minutes, advertising, and other documents relevant to the functioning of the group shall be considered records.
 - b) These records shall, in all possible cases, be collected electronically and shall be passed on from the current to the future Secretary during the transition period.
2. The Secretary shall record minutes at all official group meetings.
3. The Secretary shall maintain up to date membership lists.
4. The Secretary shall be responsible for maintaining the group's social media and Maize Pages.

E. The Events Coordinator

1. The Events Coordinator is responsible for creating the event on Maize Pages.
2. The Events Coordinators shall take the lead in planning event details and oversee the events committee and decorations committee.

F. The Public Relations Representative

1. The Public Relations Representatives are responsible for campus collaborations and partnerships and raising awareness for events for faculty, students, and staff.
2. The Public Relations Representative will create Facebook events for upcoming events decided by the executive board and get in touch with the college area communities and put much effort in letting the community know of such events.

Section 3: Term of Office

The term of office shall be one year, starting the day after the last day of classes in the Spring semester. Officers are allowed two terms in each seat of office.

Section 4: Provisions for Removal of an Officer

Provisions for removal of an officer shall be:

- A. Any officer may be impeached from office for failure to perform the duties of their office or for conduct that is detrimental to the group.
- B. The following procedure must be followed in order for an officer to be impeached:
 1. A motion must be made and seconded during an official and regularly scheduled general body meeting to impeach an officer.
 2. At the following general body meeting, the member making the motion of impeachment shall have 15 minutes to present their case against the officer. This shall be the time to present any evidence and/or witnesses relevant to the impeachment. These 15 minutes shall not be interrupted for any reason, other than if the petitioner decides to take questions from the membership.
 3. Following the presentation of evidence from the petitioner, the accused officer will have 15 minutes to present their defense and any evidence or witnesses they wish. These 15 minutes shall not be interrupted for any reason, other than if the officer decides to take questions from the general membership.
 4. Following the presentations from the petitioner and the accused officer, a vote shall be taken. $\frac{2}{3}$ of the general membership must vote in favor of impeachment in order for an officer to be removed.
 5. If the voting results in impeachment, the officer shall immediately surrender his or her office.
 6. If the officer in question is the President, the meeting in which the impeachment is considered shall be chaired by the Vice President.
 7. If any issues arise during this process, or if either party wishes to appeal the results, the question may be taken by any member or officer to the Student Judiciary.

ARTICLE VI- ELECTIONS

Elections must be held in a nonbiased manner. No individual seeking election may participate in planning or administering the election. A separate electoral committee, comprising the advisor and two impartial members (not running for office), will administer and count votes. Elections shall adhere strictly to university guidelines, ensuring impartiality and fair representation.

Section 1: Voting/Election Procedure

1. Officer elections shall take place during the month of April.
2. All voting members of the Executive Committee must be currently registered students of the University of Toronto.
3. Any active members can nominate themselves or a peer for an officer position.

4. The Executive Board shall announce the exact date, time, and location of the election meeting no later than two weeks prior. All members considering running must inform the Executive Board of their intent to run at least one week prior to the election meeting.
- 5.
6. Quorum (50% +1) of the voting membership must be present in order for votes to be taken.
7. Elections for executive board positions shall go in the following order: President, Vice President, Secretary, Treasurer, Events Coordinator, and PR Representative.
8. All runners for an executive board position may make a 2 minute speech about why they should be voted in for that position at this election meeting.
9. In order to vote, all members must write down one of the runner's names for that position down on a chit of paper and place it in a basket.
10. After the election meeting, a pre-selected electoral committee will count votes. This committee will consist of the advisor(s) and two active members randomly chosen by the advisor. The advisor(s) will inform the officers-elect of their new position within one week of the election. The new officers will be announced to the general body at the next general body meeting.
11. The Executive Board shall use the time in between the election and the end of their terms to train the newly elected officers.
12. The newly elected officers shall take power following the final day of classes of the Spring semester.
13. If any issues arise during this process, or if any member wishes to appeal the results, the question may be taken by any member or officer to the Student Judiciary.

Section 2: Provisions for Filling Unexpected Vacancies

- A. If the President resigns or is impeached, the Vice President shall immediately take over as President.
- B. If the Vice President, Treasurer, or Secretary resigns or is impeached, a special election shall be held for that position, following the same procedures as section IV of this constitution.
- C. The remaining members of the Executive Board shall schedule the special election at a regularly scheduled meeting between 1 and 3 weeks from the date the office becomes vacant. The Secretary shall inform the general membership of the date of the special election no less than 1 week prior.

Article VII – MEETINGS

Section 1: Regular Meetings

Hindu YUVA shall have meetings on a biweekly basis. Days of the week and time will be determined based on what is most convenient for the general body each year.

- A. Meetings shall be chaired by the President.
- B. The Secretary shall notify members of meeting dates/times and any changes through email.
- C. The purpose of the meetings shall be:
 - 1. group bonding
 - 2. planning activities
 - 3. doing team-building exercises
 - 4. discussing current issues relevant to our mission

Section 2: Decisions Made During Meetings

- A. Decisions will be made at meetings by a majority vote of the general membership.
 - 1. Quorum (50% +1) of the voting membership must be present in order for votes to be taken.
- B. One member will speak in favor of the change being voted upon and one member will speak against it. If multiple members wish to speak for or against the issue, the member will be chosen randomly by the Vice President. Speaking times will be dictated by the president.
 - 1. Questions on parliamentary procedure will be directed to the president or vice-president presiding over the meeting.

Article VIII – ADVISORS

Section 1: Number of Advisors

There shall be 1 advisor who shall be a member ex-official with no voting privileges.

Section 2: Advisorship Term

Members of the executive board shall seek out and select an advisor every three years. The members of the executive board reserve the right to maintain advisorship if they see fit.

Section 3: Advisor Responsibilities

The advisor shall be responsible for resolving any internal conflicts in the organization alongside the executive board. They will also work with the treasurer to offer input on organization finances.

Article IX – DISBURSEMENT OF FUNDS

Section 1: Authorization for Disbursement of Funds

All disbursements of funds must be approved by the treasurer and board.

Section 2: Reimbursement

Reimbursement of expenditures will only be accepted for members who have retained an original, itemized receipt and a description of the expenses incurred.

Section 3: Excess Expenditure

Any expenditure in excess of \$1,000 must be approved by a majority of the organization officers

Section 4: Financial Stewardship

All financial transactions of the organization will be managed by the Treasurer and accessible by the advisor and board. The organization will use a University of Toronto account and the treasurer and president will have access to the account.

Article XI - Amendments

Section 1: Amendment Procedure

- A. This constitution may be amended by a 2/3 vote of the general membership at a regularly scheduled meeting.
 1. A motion to amend may be made and seconded by any member at a meeting of the general membership. The motion shall be presented at the meeting in which the motion is made. Voting on the motion shall take place at the following meeting. Prior to voting, the President shall allow for a period of debate.
- B. After being approved by the membership, the amendment itself, and an updated version of the constitution, shall be submitted to the Secretary of the Registry for final approval.