

Constitution of “Muslims in Academia: UTSG Student Chapter”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “**Muslims in Academia: UTSG Student Chapter**”
- 1.2. The official acronym or abbreviation of the group is “MIA UTSG”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to
 - 1.3.1. Purpose: Establish a network of Muslim academics dedicated to supporting, collaborating, and providing opportunities to excel as scholars.
 - 1.3.2. Mission
 - 1.3.2.1.1. Enhance the educational, recreational, social, or cultural environment of the University of Toronto St. George campus.
 - 1.3.2.1.2. Provide a safe space on campus for muslims interested in pursuing academia.
 - 1.3.2.1.3. Facilitate connections among students to help them network with Muslim academics and peers.
 - 1.3.3. Objectives
 - 1.3.3.1.1. Organize networking events throughout the school year to connect students with established Muslim academics across various fields
 - 1.3.3.1.2. Host workshops, seminars, and panels focused on skill development, research opportunities, and navigating academia as a Muslim student.
 - 1.3.3.1.3. Advocate for the contributions of Muslim academics and increase involvement of general members through campus events and outreach activities.
 - 1.3.3.1.4. Offer academic resources, including research tips, information about career opportunities, and insight into navigating academia as a Muslim student.

2. Article Two - Relationship with External Organization

- 2.1. This student group identifies as a local student chapter of a larger parent organization, Muslims in Academia.
- 2.2. The Executive Committee, Officers, Directors, Associates, Co-ordinators, and contact person of the Student Group are not Executive Members of the parent organization.
- 2.3. This Student Group will not confer financial benefit to the parent organization without fully and completely disclosing to the University the nature and amount of the benefit.
- 2.4. The parent organization will not dictate the content of the Student Group’s constitution and/or by-laws nor how a Student Group may conduct its activities.

3. Article Three – Membership and Membership Fee

- 3.1. The group shall maintain a list of group members.
- 3.2. Voting membership is open to all registered students of the University of Toronto.
- 3.3. Voting membership is open only to registered students of the University of Toronto.

- 3.4. 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.
- 3.5. The membership fee will be \$0.00 per year.

4. Article Four – Rights of Members

- 4.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.
- 4.2. All voting members have a right to attend all general meetings of members.
- 4.3. All voting members have a right to cast votes at all general meetings of members.
- 4.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 4.5. All voting members have a right to cast votes in all group elections and referenda.
- 4.6. All voting members have a right to propose and vote on amendments to this constitution.
- 4.7. The rights prescribed in Article Four are not awarded to non-voting members as described in Article Three.

5. Article Five - Executive Committee

- 5.1. The term for all positions on the Executive Committee shall be from May 1st to April 30th.
- 5.2. The Executive Committee shall be comprised of seven (7) 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 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.
- 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 group if they are currently serving as a financial authority or signing authority for another recognized student group at the University of Toronto.
- 5.8. The Executive may appoint Directors or Coordinators for various committees who do not hold executive decision-making authority and are not eligible to cast votes at meetings of the Executive Committee.

6. Article Six - Executive Committee Composition and Duties

- 6.1. **The Co-Presidents shall:**
 - 6.1.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 6.1.2. Oversee the operations, management, and success of the group,
 - 6.1.3. Serve as spokesperson for the group,
 - 6.1.4. Hold signing and financial authority along with the Vice Presidents,
 - 6.1.5. Preside over meetings of the Executive Committee and/or members,

- 6.1.6. Notify all members of general meetings,
- 6.1.7. Ensure activities of the club comply with policies of the University of Toronto,
- 6.1.8. Ensure a transition of office from one year to the next.
- 6.2. **The Internal Vice-President shall:**
 - 6.2.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 6.2.2. Assume duties of the President in their absence,
 - 6.2.3. Coordinate organizational recruitment efforts,
- 6.3. **The Vice President of Finance shall:**
 - 6.3.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 6.3.2. Record all financial transactions of the group,
 - 6.3.3. Hold signing and financial authority along with the President,
 - 6.3.4. Maintain a budget of income and expenses,
 - 6.3.5. Prepare an annual budget for the group.
- 6.4. **The External Vice President shall:**
 - 6.4.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 6.4.2. Record notes and motions for meetings,
 - 6.4.3. Form collaborative relationships with peers and student groups,
 - 6.4.4. Work with the Vice President of Marketing to maintain the group's social media pages.
- 6.5. **The Vice President of Marketing shall:**
 - 6.5.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 6.5.2. Maintain a list of group members,
 - 6.5.3. Maintain the group's social media pages and member contact list,
 - 6.5.4. Assist in graphic design for social media posts
 - 6.5.5. Ideate strategies to foster consistent student engagement in campaigns and events with the Vice President of Events,
- 6.6. **The Vice President of Events shall:**
 - 6.6.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 6.6.2. Contribute to collaborations with other student groups and assess event opportunities on campus
 - 6.6.3. Plan, organize and lead events working with the Co-presidents
 - 6.6.4. Share their insight to inform campaign/event curation and development with the Marketing and External Vice Presidents
 - 6.6.5. Oversee the logistics of in-person events.

7. Article Seven – Elections

- 7.1. All voting positions on the Executive Committee shall be filled through an annual election.
- 7.2. All voting group members shall be eligible to seek nomination and cast a ballot for each voting position.
- 7.3. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
- 7.4. Non-voting group members 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 the winner.

- 7.6. 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.
- 7.7. The elections must be held in a nonbiased manner. No individual who is seeking election may participate in planning or administering the election.
- 7.8. For all unfilled positions, the remaining officers will share the duties and responsibilities until someone can be found to fulfill the positions(s) through a by-election and vote of simple majority (50% + 1).

8. Article Eight – Finances

- 8.1. The Vice President of Finance shall keep an active record of income and expenses.
- 8.2. The Vice President of Finance shall present the group's updates on the group's financial position at annual general meetings.
- 8.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 8.4. The group will not engage in activities that are essentially commercial in nature.
- 8.5. The group will not have as a major activity a function that makes it an on-campus part of a commercial organization.
 - 8.5.1. This student group identifies as a local student chapter of a larger parent organization, Muslims in Academia.
 - 8.5.2. This student group will not confer financial benefit to the parent organization without fully and completely disclosing to the University the nature and amount of the benefit
- 8.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 8.7. The group will not pay salaries to any of its officers.

9. Article Nine – Meetings

- 9.1. The Executive Committee shall meet monthly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
- 9.2. 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.
- 9.3. 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.

10. Article Ten - Termination of Membership

- 10.1. 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.
- 10.2. A vote to revoke membership must be held at a meeting of the Executive Committee.
- 10.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.

- 10.4. Any member 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 sustain the revocation of membership.
- 10.6. 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.
- 10.7. Executive Committee members are subject to the same termination of membership process as general members.

11. Article Eleven – Amendments

- 11.1. All constitutional amendments shall require a 2/3 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 staff in the Division of Student Life at the University of Toronto within two (2) weeks.
- 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.