

# **Constitution of the University of Toronto's Philosophers for Humanity**

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

- 1.1. The official name of the recognized student group is “Philosophers for Humanity”.
- 1.2. The official acronym or abbreviation of the group is “P4H”.
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to combine theory with practise to effect philanthropic change through a philosophical lens.

## **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 current members of Philosophers for Humanity.
- 2.3. Philosophy for Humanity general membership is open only to all registered students of the University of Toronto.
- 2.4. Non-voting membership is open to University of Toronto staff, faculty, and alumni.  
Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.

## **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.
- 3.4. All voting members have a right to cast votes in all group elections and referenda.
- 3.5. All voting members have a right to propose and vote on amendments to this constitution.
- 3.6. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

## **4. Article Four - Executive Council**

- 4.1. The term for all positions on the Executive Council shall be from May 1st to April 29<sup>th</sup> of the subsequent academic year.
  - i. April 30<sup>th</sup> will be a ‘transition day’ where all relevant documents and information must be given to the new executive, if applicable.
  - ii. It is mandatory that all passwords are changed for the new Executive Council and access to any and all of the organisation’s relevant documents be withdrawn from the old Executive Council and be given to the one succeeding them.
- 4.2. The Executive Council shall be comprised of eight (3) voting members and five (5) non-voting members.
- 4.3. All members of the Executive Council must be currently registered students of the University of Toronto.
- 4.4. 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 Council Composition and Duties**

5.1. Let it be noted that the following outlined responsibilities are not exhaustive but provide an overview of the primary duties of the Executive Council.

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

- i. Be eligible to cast votes at meetings of the Executive Council,
- ii. Oversee the operations, management, and success of the group,
- iii. Serve as spokesperson for the group,
- iv. Hold signing and financial authority along with the Head of Bureacracy,
- v. Preside over meetings of the Executive Council and/or members,
- vi. Ensure a transition of office from one year to the next,
- vii. Hire the rest of the Executive Council with the Vice-President,
- viii. Aid the Head of Programming and Head of Fundraising in event organising and implementation, and
- ix. Choose and prepare for publication student writing (alongside the Vice-President).

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

- i. Be eligible to cast votes at meetings of the Executive Council,
- ii. Assume duties of the President in their absence,
- iii. Assist the President in organisation activities,
- iv. Ensure activities of the club comply with policies of the University of Toronto,
- v. Coordinate organizational recruitment efforts,
- vi. Aid the Head of Programming and Head of Fundraising in event organising and implementation,
- vii. Hire the rest of the Executive Council with the President,
- viii. Complete any necessary administrative tasks/paperwork, and
- ix. Choose and prepare for publication student writing (alongside the President).

### **5.4. The Head of Bureaucracy shall:**

- i. Be eligible to cast votes at meetings of the Executive Council,
- ii. Maintain a list of group members,
- iii. Maintain the member contact list,
- iv. Record notes and motions for meetings,
- v. Notify all members of general meetings,
- vi. Record all financial transactions of the group,
- vii. Hold signing and financial authority along with the President,
- viii. Maintain a budget of income and expenses,
- ix. Advise members on financial position of the group,
- x. Prepare an annual budget for the group, and
- xi. Oversee the financial side of all organisation activities (*e.g.*, fundraisers).

### **5.5. The Head of Media shall:**

- i. *Not* be eligible to cast votes at meetings of the Executive Council
- ii. Create posts for and maintain the organisation's social media accounts,

- iii. Create and maintain the organisation's website,
- iv. Post student writing submissions to organisation's website,
- v. Create any advertising or promotional material (*e.g.*, pamphlets),
- vi. Create a monthly newsletter, and
- x. Ensure activities of the club comply with policies of the University of Toronto.

**5.6. The Head of Fundraising and Programming shall:**

- i. *Not* eligible to cast votes at meetings of the Executive Council,
- ii. Research charities for the general membership to vote on,
- iii. Plan and implement fundraising events,
- iv. Research and develop new fundraising ideas,
- v. Plan and implement the organisation's end-of-year event,
- vi. Liaise with relevant parties for end-of-year event (*e.g.*, event spaces, authorisation, professor speaker, student speaker, *et cetera*),
- vii. Liaise with relevant parties for fundraising events (*e.g.*, event spaces, authorisation, *et cetera*), and
- viii. Find sponsors.

**5.7. The Head of Volunteering shall:**

- i. *Not* be eligible to cast votes at meetings of the Executive Council,
- ii. Research organisations for possible venues of volunteer work,
- iii. Coordinate with charitable organisations to schedule shifts for Volunteer Days, and
- iv. Maintain the Volunteer Days programme.

**5.8. The Events Executive(s) shall:**

- v. *Not* be eligible to cast votes at meetings of the Executive Council,
- vi. Assist the Head of Fundraising and Programming in all related activities,
- vii. Work collaboratively to plan and implement events, including bake sales, professor panel discussions, and the Benefit for Change, and
- viii. Lead certain events and develop executive experience.

**6. Article Six – Elections**

- 6.1. The voting positions on the Executive Council shall be filled through an annual election at the end of each scholastic year.
- 6.2. Only general members of the organisation may run for voting positions; recall that general membership is open to the student population at large.
- 6.3. All current voting group members shall be eligible to cast a ballot for each elected position.
- 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. The elections must be held in a nonbiased manner. No individual who is seeking election may participate in planning or administering the election.

- 6.7. Each candidate has the right to observe the vote-counting process and/or to ask for a recount.
- 6.8. All other positions are non-elected and will be filled through a hiring process by the President and Vice-President at a specified date before the start of the following scholastic year.
- 6.9. Should an Executive Council member be unable or unwilling to continue in their position:
  - i. An existing Executive Council member will subsume their position and responsibilities through appointment (in the case of one (1) Executive Council member being interested),
  - ii. An existing Executive Council member will subsume their position and responsibilities through a vote between the Executive Council (only in the case of two (2) or more Executive Council members being interested), or
  - iii. A call will be held between the general membership to find an interested candidate if none of the Executive Council members are interested in subsuming the given position. The position will be filled through appointment.

## **7. Article Seven – Finances**

- 7.1. The following Executive Council members shall have financial authority over bank matters: the President and the Secretary/Treasurer.
- 7.2. The Secretary/Treasurer shall keep an active record of income and expenses.
- 7.3. The Secretary/Treasurer shall present the group's updates on the group's financial position at annual general meetings.
- 7.4. The Executive Council must approve all expenditures through a simple majority vote at a meeting of the Executive Council.
- 7.5. The group may not engage in activities that are essentially commercial in nature.
- 7.6. The group shall 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 Council shall meet weekly. The quorum for Executive Council meetings shall be 5/8 of the voting members of the Executive Council.
- 8.2. The group will hold general meetings at least once 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 Council must announce the date of a general meeting to the general membership at least one (1) week prior to the date of the meeting.

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

- 9.1. The Executive Council 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 or a failure to behave appropriately in meetings or interactions with other members.

- 9.2. A vote to revoke membership must be held at a meeting of the Executive Council.
- 9.3. A  $\frac{2}{3}$  majority of the Executive Council 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 Council 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 overturn the revocation of membership.
- 9.6. Following a termination of membership, the member shall be removed from the club's membership and will lose any privileges associated with being a member of the club.
- 9.7. Executive Council members are subject to the same termination of membership process as general members.
  - i. The general membership may choose to call a meeting composed of only the general membership to revoke the membership of the Executive Council of an Executive Council member. (Note that in this 'reverse impeachment' process, the general membership may only remove the Executive Council member from their position on the Council, not revoke their membership from the organisation as a whole).
  - ii. Such a meeting may only be called if the general membership loses confidence in the leadership of an Executive Council member AND the Executive Council has not acted to revoke the membership (of the organisation as a whole) of this member. This includes, but is not limited to, the reasons enumerated in Article 9.1.
  - iii. A  $\frac{3}{4}$  majority of the general membership is required to approve any motion to revoke the membership of the Executive Council of an Executive Council member.
  - iv. Any Executive Council member facing removal shall have the right to appeal the decision of the general membership.
  - v. In the case of an appeal under this process, a simple majority vote at a meeting of the Executive Council shall be required to overturn the revocation of membership. If the appeal is successful, the Executive Council member shall retain their position on the Executive Council.

## 10. Article Ten – Amendments

- 10.1. All constitutional amendments shall require a  $\frac{2}{3}$  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 Council 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.