



Constitution of the University of Toronto Nuclear Energy Student Association

1. General Information

1.1 Name

The official name of the organization is “University of Toronto Nuclear Engineering Student Association”. The acronym of the organization is “UTNESA”.

1.2 Objective and Purpose

The UofT Nuclear Energy Student Association’s (UTNESA) mission is to spark student interest in all aspects of nuclear energy.

As a club we want to introduce students to fundamentals of nuclear energy industry, which include common misconceptions associated with nuclear energy, which impedes its development, future forecasts, role in achieving net zero carbon emissions, innovations and technical aspects of currently used nuclear power plants and fusion reactors, as well as other pressing and highly relevant topics.

We seek to host events such as lectures, colloquiums, and workshops where students can learn about current developments and contemporary issues in nuclear energy from research and industry professionals and expand their professional networks.

Our club also places a huge emphasis on professional development of each and every member of the club, and hence all students will have extensive opportunities to connect with the representatives of industry and alumni at hosted events.

2. Membership & Membership Fee

- 2.1 The group shall maintain a list of group members
- 2.2 Voting membership is open to all students currently enrolled at 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 granted to University of Toronto staff, faculty, alumni and persons from outside the University. Unless stated otherwise, this non-voting membership policy always holds.

2.6 Membership Fee

Our club does not require any membership fee for people interested in joining our club. Events which fall in the category of speaker series, workshops, networking and colloquiums do not require any payments made from a members' side. Unless specified in the description of the event, no fees will be charged to participating students.

In case when a club decides to host an event which involves building a prototype (low fidelity etc.) or enroll in a design competition, additional fees might be incurred to members who are willing to participate. The presence of a fee for a certain event should be announced beforehand, preferably one month before the starting date of the event.

Club aims to cover as many expenses as possible, even those involving expenses pertaining directly to participating individuals, in order to maintain accessibility of opportunities provided by the club. However, in the cases when budget shortcomings prevail, charging a fee to students is the only way to cover the financial gaps.

3. 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 Section Three are not awarded to non-voting members as described in Section Two.



5. Executive Committee

- 5.1 Executive members hold their office for the term beginning May 1st and ending on April 30th of the subsequent year.
- 5.2 The Executive Committee shall be comprised of six (6) voting members
- 5.3 All voting members of the Executive Committee must be currently registered students (full-time or part-time) of the University of Toronto.
- 5.4 Non-voting members may only hold non-voting positions on the Executive Committee.
- 5.5 Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 5.6 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.
- 5.7 Each executive member shall only hold one position at a time. If a suitable candidate cannot be found, this stipulation is voided.

Table 1.0 Summary of method of Selection and Voting rights per each Position

Position	Method of Selection	Voting Rights
Chair	Elected	Vote
Vice-Chair	Elected	Vote
Finance Director	Elected	Vote
Marketing Director	Elected	Vote
Events Director(s)	Elected	Vote

6. Executive Committee Composition and Duties

The executive team consists of one Chair, one Vice-Chair, one Finance Director, one marketing Director and two Events Directors.

6.1 Chair

Any general member of the club may run for the position of Chair. The chair shall be responsible for overseeing all activities undertaken by the association. These responsibilities can be shared with the Vice-Chair as the Chair sees fit for their elected year. The Chair shall be responsible for pursuing opportunities and initiatives that do not fall under the other executive roles and may assist other executives with their roles as needed. The Chair, with the aid of the Vice-Chair, shall be responsible for recruiting and interviewing candidates for vacant appointed positions in the executive. The Chair shall have signing authority on all financial documents.

6.2 Vice-Chair

Any general member of the club may run for the position of Vice-Chair. The Vice-Chair shall also be responsible for overseeing the activities undertaken by the association. These responsibilities should be shared with the Chair as the Chair and Vice-Chair see fit for their elected year. The Vice-Chair shall also assist the Chair in all their duties, including pursuing opportunities and initiatives that do not fall under other executive roles and may assist other executives with their roles as needed. The Vice-Chair shall have signing authority on all financial documents. In the absence of Chair or if no candidate stands for election as Chair, the Vice-Chair shall assume the duties of Chair.

6.3 Finance Director

The Finance Director shall ensure appropriate financial systems and controls are used to manage the association budget, and shall ensure that adequate monitoring and reporting of cash flows and responsible use of funds. The Finance Director shall be responsible for preparing and updating the association budget. The finance director shall have signing authority on all financial documents, with approval from the Chair or Vice-Chair. The Finance Director shall be responsible for providing financial statements at meetings. The Finance Director shall provide financial statements before and after large events and expenditures financed by the association. The finance director or equivalent signing authority must be accompanied by one or more executives when a deposit is made at the association's financial institution. They must agree on the amount of money beforehand. The Finance Director shall be responsible for the completion of an audit at the end of the fall term and at the end of the winter term, or as otherwise required. The finance director shall be responsible for applying for funding from external groups. The Finance Director will work alongside other executives in organizing fundraising strategies and initiatives.

6.4 Marketing Director



The Marketing Director shall be responsible for creating, compiling and distributing the association's newsletters, social media posts and/or general notifications after the Chair or Vice Chair has approved such a message. The Marketing Director shall distribute information in the most effective manner available.

6.5 Events Director(s)

The Events Director(s) shall be responsible for the booking of space for association events throughout the semester, as well as speaker recruitment, scheduling, and logistics of events. They will work with the Marketing Director to accomplish these tasks.

7. 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 to 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 an unbiased manner. No individual who is seeking election may participate in planning or administering the election.

8. Finances

8.1 The Treasurer shall keep an active record of income and expenses.

8.2 The Treasurer 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 may 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 chapter of a



commercial organization.

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. Club 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. 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. 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.