



*The Journal
of Contemporary
Asian Studies*

Synergy: The Journal of Contemporary Asian Studies - Constitution

1. Preamble

Synergy: The Journal of Contemporary Asian Studies is an undergraduate academic journal with a regional focus on East, Southeast, and South Asia originally founded by the Contemporary Asian Studies Student Union at the Asian Institute of University of Toronto. The goal of the journal is to stimulate and generate vibrant academic discussions on the current political, societal, and/or economic developments in the Asia region, with a preference of targeting the thought provoking academic conversations within undergraduate community.

2. Name

The official name of this recognized organization shall be known as Synergy: The Journal of Contemporary Asian Studies. This organization will hereafter be referred to as the Synergy Journal.

3. Purpose

The purpose of the Synergy Journal is to stimulate and generate vibrant academic discussions on the current political, societal, and/or economic developments in the Asia region. The journal regularly publishes academic submissions in terms of Academic Articles, Book Reviews, and Original Photography, editorial written contents such as op-eds, current event report, and academic event coverage of on-campus events, as well as organize academic and professional events that centres on Asia's rising prominence and economic growth in the recent decade. Synergy Journal publishes online contents throughout the year and then selectively compile them into a print publication at the end of each academic year.

4. Membership

Membership to the group is open to all the University of Toronto members (students, staff, faculty and alumni).

U of T members are permitted to run, nominate, and vote in elections and constitutional amendments. The group is open to non-U of T members. However, these members do not hold the aforementioned rights. Members must register with a designated executive by submitting their full name and a valid email address.

5. Executive List and Duties

Core editorial committee members will be elected in April of each year. The core editorial committee shall comprise 2 elected officers. These include one (1) Editor-in-Chief and one (1) Associate Editor-in-Chief.

The *Lead Editors for South Asia, Southeast Asia and East Asia* will be appointed by the *Editor-in-Chief* and *Associate Editor-in-Chief*, subject to the approval of the outgoing editorial committee. This will be decided by a simple majority vote by the outgoing editorial committee.

A *Communications and Design Editor*, without executive power, may be appointed by the EIC subject to approval by the Executive Committee.

The Editor-in-Chief shall:

- Oversee the operations, management and success of the group
- Prepare agendas for core editorial committee meetings
- Act as official chair of all meetings of the core editorial committee
- Act as the primary liaison to external parties
- Hold signing officer authority along with the Associate Editor-in-Chief for financial purposes
- Handle official correspondence of the organization
- Ensure transition of office to the future Executives, will hold an Advisor status for the core editorial committee in the following year for this purpose if approved by general membership

The Associate Editor-in-Chief shall:

- Assume duties of the President in his/her absence
- Oversee the various sectional divisions
- Acts as minute taker during core editorial committee meetings
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Hold signing officer authority along with the Editor-in-Chief for financial purposes
- Coordinate organizational recruitment efforts
- Notify all members of the core editorial committee of meetings

The Lead Editor of East Asia shall:

- Oversee and manage the editors in the East Asia section
- Act as lead in obtaining and filtering submission from the East Asia region
- Coordinate current event/academic event coverage
- Act as official chair of all East Asia section meetings
- Coordinate external promotional effort for attracting submissions and interests for the East Asia section

The Lead Editor of Southeast Asia shall:

- Oversee and manage the editors in the Southeast Asia section
- Act as lead in obtaining and filtering submission from the Southeast Asia region
- Coordinate current event/academic event coverage
- Act as official chair of all Southeast Asia section meetings
- Coordinate external promotional effort for attracting submissions and interests for the Southeast Asia section

The Lead Editor of South Asia shall:

- Oversee and manage the editors in the South Asia section
- Act as lead in obtaining and filtering submission from the South Asia region
- Coordinate current event/academic event coverage
- Act as official chair of all South Asia section meetings
- Coordinate external promotional effort for attracting submissions and interests for the South Asia section

The Communications and Design Editor shall:

- Design all creative promotional materials (posters, advertisements, pamphlets etc.)
- Design the layout and creative content of the annual/bi-annual print journal publication

The group may appoint Directors or Coordinators for various committees such as event committee, publicity committee, and so on; however, such positions do not hold executive decision making authority within the core editorial committee.

Termination of Executives or General Members

Any member (including active member, executives, coordinators, and other affiliated personnel) of the organization 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 neglect of executive duties, may be given notice of removal. The member up for removal shall have the right to defend his/her actions. A vote will be held at an executive meeting, and a two-thirds majority vote of the current executives present in favour of removal is required. The member have the right to an appeal before the general membership, and the majority vote of the general membership will determine the result of the appeal. The member will be removed from the organization's membership and will lose any privileges associated with being a member of the organization. Executive members will lose their executive position along with their membership to the group.

6. Elections

The core editorial committee shall strike the Elections Committee and appoint one (1) Chief Returning Officer (CRO) and two (2) Scrutinizers from the general members on the committee to conduct and hold elections in March. All members of the Elections Committee shall be non-biased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

The CRO Returning Officer shall accept nominations only from group members that are also registered U of T students for candidacy of executive positions from the general membership before the beginning of March. Candidates have to be members in good standing and be part of the group for at least one month prior to the nomination period.

The CRO shall select three (3) election dates before March 30th for the voting period. These dates will be announced in a minimum of two (2) weeks prior to elections dates and must fall on weekdays.

The CRO and Scrutinizers shall provide each U of T student with a paper ballot on the voting dates and ask the member to place their ballot in an enclosed box.

In preparation for a tie, the CRO shall select an executive from amongst the core editorial committee, to cast their ballot and seal it in an envelope. In the event of a tie for an executive position, one of the two Scrutinizers shall break the seal and count the ballot in order to break the tie.

After the election is over, the CRO and Scrutinizers shall count the ballots. The candidate with the most votes shall be elected to the position. The CRO and Scrutinizers shall submit a report of the results of the elections to the Core Editorial Committee and general members.

Registered U of T students may not vote by proxy. Non-U of T students may not nominate or vote in elections.

Only U of T students who have been a member in good standing for 30 days prior to election dates are eligible for voting.

Term of executive positions shall be from May 1st to April 30th.

7. **Finances**

The Associate Editor-in-Chief shall keep records of all income and expenses. The Associate Editor-in-Chief shall present the group's financial health at the annual general meetings. The Core Editorial Committee will vote on expenditures of over \$100.00 by majority vote at a Core Editorial Committee meeting.

The group's executive or members may not engage in activities that are essentially commercial in nature. This is not intended to preclude the collection of membership fees to cover the expenses of the group, or of charges for specific activities, programs or events, or to prohibit groups from engaging in legitimate fundraising. However, the group will not have as a major activity a function that makes it an on-campus part of a commercial organization, will not provide services and goods at a profit when that profit is used for purposes other than those of the organization, and will not pay salaries to some or all of its officers.

8. **Meetings**

A) Annual General Meetings (AGMs):

The group shall hold general meetings at least twice per year, i.e. once per academic term.

The Executive Committee will announce these dates two (2) weeks prior to holding the meetings. These meetings are intended to go over the group's annual activity plan, financial health and propose or vote on constitutional amendments, if any. Motions will require 2/3 majority of registered members in attendance for a vote to be cast. The motion with the most votes will be passed.

b) Executive Meetings:

The executive committee shall meet on a monthly basis where date and times are to be set by an executive. The quorum of executive meetings shall be 50%+1 of executives.

9. **Amendments**

Any registered U of T members may propose and vote on amendments to this constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.

Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered U of T members in attendance.

The Core Editorial Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. The Office of Student Life, The University of Toronto Students' Union, etc) within two (2) weeks of its approval by general members.