

Constitution of the Turkic Students' Association at the University of Toronto “Turan UofT”

Tamırlarımız Altayda, yörägebez Turanda.

Ber tel, ber din, ber tarix — bezneñ iñ böyek mirasıbiz.

Türki xalıqlar berlässä — taw da küçär, doşman da çigenär.

Berdämlek — köç,

Millät — yöräk,

Turan — öyebez.

Turan UofT



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Article I: Name and Purpose

Section 1. Name

The official name of this organization shall be the “Turkic Students’ Association at the University of Toronto” hereinafter referred to as "Turan UofT" or “TurkSA UofT.” Turan UofT recognizes the logo displayed on this document’s title page as the formal emblem of the association.

Section 2. Purpose

The purpose of Turan UofT is to serve as a cultural and social organization dedicated to the advancement and representation of Turkic students within the Canadian academic community.

Section 3. Mission and Objectives

The mission of Turan is to promote unity, support, and cultural enrichment among Turkic students and to foster mutual understanding between Turkic and Canadian communities. Turan UofT seeks to achieve this mission through the following objectives:

1. Cultural Promotion
2. To celebrate and share Turkic culture with the wider University of Toronto community, fostering an environment where Turkic heritage, traditions, and values can be embraced and understood by all.

3. Community Support: To provide a supportive network for Turkic students navigating academic and social life in Canada, offering resources, mentorship, and integration support to help members adapt and thrive within the Canadian educational system.
4. Cultural Exchange and Mutual Understanding: To facilitate cultural exchange and deepen mutual understanding between Canada and Turkic through events, discussions, and collaborations, enhancing intercultural appreciation and dialogue within the university and beyond.

Section 4. Goals

The goals of Turan UofT include, but are not limited to:

1. Promoting Turkic cultural awareness through events, workshops, and collaborative activities with other student organizations.
2. Representing the interests, needs, and welfare of Turkic students in Canada, ensuring their voices are heard within the university.
3. Building lasting relationships with Canadian students, faculty, and staff to support an inclusive and diverse academic community.
4. Strengthening the bonds among Turkic students through networking events, social gatherings, and shared experiences that highlight Turkic heritage and identity.

Article II: Membership

Section 1. Eligibility

Membership in the Turkic Students' Association at the University of Toronto (Turan UofT) is open to all individuals who support the mission and objectives of the association, subject to the following criteria:

1.1 Student Members

Membership is open to all currently registered students of the University of Toronto who support the mission and cultural focus of Turan UofT. While the Association promotes and celebrates Turkic heritage, membership is not restricted by cultural or ethnic background.

1.2 Alumni Members

Alumni who support the mission and cultural focus of the Association and who previously attended educational institutions in Canada may join as non-voting members. Alumni may participate in events and contribute in advisory or volunteer capacities but are not eligible to vote or hold executive office.

1.3 Associate Members

Students, faculty, and staff at the University of Toronto and other Canadian educational institutions who are interested in Turkic culture may apply for associate membership, subject to approval by the Executive Committee. Associate members may attend public events and contribute to initiatives but may not vote or hold executive positions.

Section 2. Rights and Responsibilities

2.1 Participation Rights

All members — including student, alumni, and associate members — have the right to attend and participate in Turan UofT events, workshops, and meetings.

Only currently registered student members of the University of Toronto are eligible to vote and to stand for election to executive positions.

2.2 Voting Rights

Only student members in good standing — defined as currently registered University of Toronto students who actively uphold the values of Turan UofT — are eligible to vote in Association elections and on amendments to this Constitution.

2.3 Responsibilities of Members

Members are expected to:

- a. Uphold the mission, objectives, and values of Turan UofT.
- b. Participate in association events, meetings, and activities to support a vibrant community.
- c. Respect other members and comply with all Turan UofT policies, University of Toronto regulations, and applicable Canadian laws during Association activities.

Article III: Executive Structure

Section 1. Officers

The Executive Committee of Turan UofT shall consist of the following officers:

1.1 President

The President shall oversee all association activities, represent Turan UofT to external entities, and ensure alignment with the association's mission. The President shall be a signing authority along with the Director of Finance and preside over executive and general meetings.

1.2 Vice President

The Vice President shall support the President in the management of the association and act in the President's capacity in their absence. The Vice President shall coordinate internal communications, oversee volunteer activities, and assist in overseeing committees.

1.3 Secretary

The Secretary is responsible for maintaining official records, managing member lists, scheduling meetings, recording minutes, and handling the organization's correspondence. They also ensure that the association's website and member contact lists are up-to-date.

1.4 Director of Finance

The Director of Finance shall manage Turan UofT's finances, including maintaining accurate financial records, preparing annual budgets, and advising on financial planning. As a signing authority, the Director of Finance works with the President on all financial matters and is responsible for maintaining budget transparency.

1.5 Events Coordinator

The Events Coordinator shall plan, organize, and execute all association events, from cultural celebrations to networking sessions. The Coordinator works with the Director of Finance to ensure budget adherence and collaborates with the Director of Social Media to promote events.

1.6 Director of Social Media

The Director of Social Media manages Turan UofT's online presence, including social media platforms such as Instagram, Telegram, and LinkedIn. This role involves creating

and posting content, engaging followers, and collaborating with other student organizations for event promotion.

Section 2. Duties of Officers

2.1 Responsibilities and Authority of Each Officer

Each executive officer shall have specific duties as outlined below and serve for a term of one academic year, beginning with their election and ending with the subsequent election.

2.2 President's Duties

- a. Leads all Turan UofT operations and strategic planning.
- b. Ensures compliance with University of Toronto policies and Canadian laws.
- c. Coordinates recruitment efforts and serves as the primary spokesperson for the association.
- d. Oversees board and general meetings, ensuring continuity through transitions.

2.3 Vice President's Duties

- a. Assists the President in daily management and leadership of Turan UofT.
- b. Manages volunteer coordination, providing support and resources for member engagement.
- c. Steps into the President's role when needed, ensuring continuity in leadership.

2.4 Secretary's Duties

- a. Maintains records of all meetings, decisions, and correspondence.
- b. Notifies members of upcoming meetings and updates the member contact list.
- c. Oversees communication efforts and external relations, dividing work among Secretary associates if applicable.

2.5 Director of Finance's Duties

- a. Manages all Turan UofT financial transactions and records.
- b. Prepares and monitors the annual budget, providing financial advice to other officers.

- c. Works with the Events Coordinator to manage event budgets and ensure accountability.

2.6 Events Coordinator's Duties

- a. Proposes and organizes events that align with Turan UofT's mission.
- b. Manages event logistics, including budgeting, coordination with finance, and documentation.
- c. Coordinates with the Director of Social Media to promote events and engage participants.

2.7 Director of Social Media's Duties

- a. Maintains the association's social media platforms, engaging followers and promoting Turan UofT's activities.
- b. Posts updates, event announcements, and other relevant information with a focus on transparency and engagement.
- c. Collaborates with other student organizations and manages communications to increase Turan UofT's visibility and outreach.

Article IV: Elections

Section 1. Eligibility for Candidacy

1.1 Candidate Requirements

To be eligible to run for an executive position, candidates must:

- a. Be currently registered student members of the University of Toronto in good standing with Turan UofT.
- b. Support the mission and values of the Association.

Note: While prior involvement and demonstrated commitment are encouraged, all student members in good standing are eligible to run for executive office. No additional eligibility requirements may be imposed that restrict student access to candidacy.

1.2 Term Limits

Executive positions shall have a term limit of one academic year. Officers may serve consecutive terms only if duly re-elected, with a maximum of two consecutive terms in the same position.

Section 2. Nomination Process

2.1 Nomination Period

The nomination period shall commence at least one month before the Annual General Meeting (AGM), during which time any eligible student member may nominate themselves or be nominated by another member. All nominations must be submitted in writing to the Secretary.

2.2 Nomination Approval

All nominees must confirm their willingness to stand for election. The Executive Committee shall verify that nominees are currently registered student members of the University of Toronto and in good standing with the Association. A final list of confirmed candidates shall be announced at least one week prior to the AGM.

Section 3. Voting Procedures

3.1 Voting Rights

Voting rights are extended exclusively to currently registered student members of the University of Toronto in good standing with the Association. Alumni and associate members may attend and observe the election but do not hold voting privileges.

3.2 Voting Method

Elections shall be conducted by secret ballot at the Annual General Meeting (AGM). The Secretary shall organize and supervise the voting process, ensuring fairness, transparency, and accessibility. Votes may be cast in person, and an electronic voting option may be provided for student members who are unable to attend in person, subject to logistical feasibility and transparency standards.

3.3 Election Results

Candidates receiving the majority of votes for their respective positions shall be declared elected. In the event of a tie, a run-off election shall be held immediately after the initial vote.

3.4 Vacancies and By-Elections

If a vacancy occurs mid-term, a by-election shall be held within one month to fill the position for the remainder of the term. The same nomination and voting procedures shall apply.

Article V: Meetings

Section 1. Types of Meetings

1.1 General Meetings

General Meetings shall be held at least once per academic semester to update members on activities, gather input, and discuss upcoming events. General Meetings are open to all members.

1.2 Executive Meetings

Executive Meetings shall be held monthly to discuss and coordinate the internal affairs of Turan UofT. Attendance is required for all executive officers. These meetings may be convened more frequently as needed at the discretion of the President.

1.3 Annual General Meeting (AGM)

The Annual General Meeting shall be held at the end of each academic year to conduct elections, review the annual report, discuss financial matters, and make any necessary amendments to the constitution. All members are encouraged to attend, and it serves as the primary meeting for setting the direction of Turan UofT in the upcoming year.

Section 2. Quorum and Decision-Making

2.1 Quorum Requirements

- a. For General Meetings, a quorum shall consist of at least 25% of active student members.
- b. For Executive Meetings, a quorum shall consist of at least two-thirds of the Executive Committee.
- c. For the AGM, a quorum shall consist of 50% of active student members to ensure adequate representation.

2.2 Decision-Making Process

- a. Decisions at all meetings shall be made by a simple majority vote of those present, unless otherwise specified in this constitution.
- b. In the event of a tie, the President shall cast the deciding vote.
- c. For amendments to the constitution, a two-thirds majority vote of members present at the AGM or a specially convened General Meeting shall be required.

2.3 Documentation of Decisions

All decisions, motions, and discussions from meetings shall be documented by the Secretary. Meeting minutes shall be made available to members within two weeks after each meeting to ensure transparency and accountability.

Article VI: Finances

Section 1. Financial Management

1.1 Membership Fees

Membership in Turan UofT is free of charge. No membership fee shall be required from student members, alumni, or associate members.

Note: If a membership fee is introduced in the future, the amount must be specified in this Constitution through an approved amendment.

1.2 Budgeting

At the start of each academic year, the Director of Finance, in coordination with the President, shall prepare an annual budget outlining anticipated income and expenses. This budget shall be presented to the Executive Committee for approval and shall serve as a guideline for financial decision-making throughout the year.

1.3 Financial Reporting

- a. The Director of Finance shall maintain accurate records of all financial transactions, including receipts and documentation of income.
- b. A financial report shall be presented at each General Meeting, summarizing the Association's current financial position.

- c. An annual financial report shall be presented at the AGM, detailing all income, expenses, and remaining funds. This report shall be made available to all members for review to ensure transparency and accountability.

Section 2. Signing Authorities

2.1 Authorized Officers

The President and the Director of Finance are designated as the primary signing authorities for Turan UofT. Both signatures are required for all financial transactions above a threshold amount, to be determined by the Executive Committee at the beginning of each academic year.

2.2 Approval of Expenditures

- a. Routine expenses within the approved annual budget may be authorized by the Director of Finance alone.
- b. Non-budgeted or large expenditures exceeding the designated threshold must receive prior approval from the Executive Committee through a recorded motion and majority vote.
- c. All expenditures must comply with the University of Toronto's Student Life Clubs policies and applicable financial regulations.

2.3 Account Management

Turan UofT's funds shall be held in a secure financial account established in the association's name. The Director of Finance and the President shall have joint access to the account, with regular oversight by the Executive Committee.

Article VII: Amendments

Section 1. Proposal Process

1.1 Right to Propose Amendments

Amendments to this Constitution may be proposed by any currently registered student member of Turan UofT in good standing. All proposals must be submitted in writing to the Secretary, who shall circulate the proposal to the Executive Committee and all voting members.

1.2 Advance Notice

Proposed amendments must be submitted at least two weeks prior to a scheduled General Meeting or Annual General Meeting (AGM). The Secretary shall notify all voting members of the proposed amendments and the date of the vote at least one week in advance.

Section 2. Voting Requirements

2.1 Approval for Amendments

To be adopted, proposed amendments must receive a two-thirds ($\frac{2}{3}$) majority vote of currently registered student members present and eligible to vote at the designated meeting (General Meeting or AGM). Amendments may only be voted on when quorum, as defined in Article V, is met. This process ensures that constitutional changes reflect the collective will of the student membership.

2.2 Notification of Approved Amendments

All approved amendments shall be incorporated into the official Constitution by the Secretary and distributed to all members within two weeks of the vote. The updated Constitution shall be made available to the membership and the University of Toronto Clubs Office, ensuring transparency and accountability.

Article VIII: Dissolution

Section 1. Procedure for Dissolution

1.1 Initiating Dissolution

The dissolution of the Turkic Students' Association at the University of Toronto (Turan UofT) may be considered only if the association is no longer able to fulfill its mission, meet its financial obligations, or sustain active membership. Dissolution may be initiated

by a unanimous decision of the Executive Committee or by a petition signed by at least two-thirds of the active student members.

1.2 Voting on Dissolution

Upon receiving a dissolution proposal, a special General Meeting shall be convened within one month to discuss the proposal with the membership. Dissolution requires a two-thirds majority vote of all active student members present at this meeting. Notice of the meeting and dissolution proposal shall be provided to all members at least two weeks in advance.

Section 2. Distribution of Assets

2.1 Final Financial Obligations

Prior to dissolution, the Director of Finance shall ensure that all outstanding financial obligations, including debts and contractual obligations, are resolved. Any remaining funds after the resolution of debts shall be allocated as specified in Section 2.2.

2.2 Asset Distribution

In the event of dissolution, any remaining assets, funds, and materials belonging to Turan UofT shall be donated to a non-profit organization aligned with Turan UofT's purpose and values, as determined by the Executive Committee. The chosen organization shall preferably have a mission related to supporting education, cultural exchange, or community development.

2.3 Documentation and Notification

Upon dissolution, the Secretary shall document the final meeting and asset distribution process and ensure that all relevant university departments are notified, including the Clubs and Student Organizations office. All records and final documents shall be filed with the university for archival purposes.

Article IX: Non-Discrimination Clause

Section 1. Statement of Inclusivity

1.1 Affirmation of Equal Opportunity

Turan UofT is committed to fostering an inclusive and welcoming environment for all members, regardless of background, identity, or beliefs. Membership, participation in activities, and eligibility for leadership within the association are open to all individuals who support Turan UofT's mission.

1.2 Commitment to Non-Discrimination

Turan UofT does not discriminate on the basis of race, color, national origin, ethnicity, religion, gender, gender identity, sexual orientation, age, disability, or any other legally protected characteristic. This commitment to non-discrimination is fundamental to the association's mission and aligns with the values of diversity and inclusivity promoted by the University of Toronto.

1.3 Inclusivity in Practice

All events, meetings, and initiatives organized by Turan UofT shall be accessible and inclusive, encouraging participation and engagement from diverse communities. Any concerns regarding discriminatory practices shall be addressed promptly by the Executive Committee to maintain an equitable environment for all members.

Article X: Compliance with University Regulations

Section 1. Adherence to University Policies

1.1 Compliance with University of Toronto Standards

The Turkic Students' Association at the University of Toronto (Turan UofT) shall operate in full compliance with all applicable policies, guidelines, and regulations established by the University of Toronto. This includes adherence to policies regarding student conduct, campus facilities usage, event management, and community engagement. All members and officers are expected to uphold these standards in every activity, event, and initiative organized under the Turan UofT name.

1.2 Recognition and Registration

Turan UofT shall maintain official recognition as a student organization by completing the necessary registration processes as outlined by the University of Toronto's Student Organizations office. The association shall renew its registration annually, ensuring that all required documentation, including the constitution, membership roster, and executive contact information, is kept up-to-date and submitted to the university in a timely manner.

Section 2. Accessibility and Inclusivity

2.1 Commitment to Open Membership

In alignment with the University of Toronto's Policy on Open, Accessible, and Democratic Autonomous Student Organizations, Turan UofT shall operate as an open and inclusive association, welcoming all eligible members without discrimination. This commitment extends to all Turan UofT events, meetings, and activities, which shall be organized to accommodate accessibility needs and to foster an environment of equity and inclusivity.

2.2 Compliance with Accessibility Standards

Turan UofT shall ensure that all events, communications, and digital platforms meet accessibility standards as required by the University of Toronto and applicable Canadian laws. The association shall make reasonable accommodations to ensure all members, including those with disabilities, can participate fully in all activities.

Section 3. Event and Safety Regulations

3.1 Event Management Compliance

Turan UofT shall comply with all university regulations concerning event planning and execution. This includes obtaining necessary permissions for campus events, following the university's safety protocols, and adhering to capacity and venue usage guidelines. All events shall be organized with the highest regard for the safety and well-being of participants, with contingency plans and emergency procedures in place.

3.2 Respect for Campus Facilities

Turan UofT shall utilize campus facilities responsibly, ensuring that all venues and resources provided by the University of Toronto are respected and left in good condition. Any damages resulting from Turan UofT events or activities shall be promptly addressed, with repairs or replacements arranged as required by university policies.

Section 4. Conflict Resolution and University Oversight

4.1 Resolution of Internal Disputes

Turan UofT shall resolve any internal conflicts in a manner that aligns with university policies and promotes a respectful, collaborative environment. The Executive Committee is responsible for addressing grievances or disputes among members or officers. If necessary, disputes may be escalated to the University of Toronto's Student Organizations office for mediation and support.

4.2 University Oversight and Accountability

As a recognized student organization, Turan UofT acknowledges that it is subject to oversight by the University of Toronto. The association shall cooperate fully with any university inquiries, reviews, or audits of its activities, finances, or membership practices. All information requested by the university for accountability purposes shall be provided promptly and transparently.