

Constitution of “University of Toronto Policython Club”

1. Article One - Name and Purpose

1.1. The official name of this recognized campus group is “University of Toronto Policython Club”,

1.2. The acronym or abbreviation of this group is “UTP”,

1.3. The purpose, objectives, mission and/or mandate of the organization is to educate and challenge students interested in Government and related fields by holding an annual Policython. This event will allow students to put their abilities and skills to the test in a unique and fulfilling way as participants will have created a policy brief to be judged by experts and potentially awarded by the end of the three-day event.

Additionally, UTP’s educational mission is to equip students looking into careers related to government and diplomacy with beneficial knowledge and skills on diplomatic tools of government through Policython training for general members. UTP’s goal is to create a supportive community for all levels and interests.

UTP is committed to making U of T an inclusive environment. The policies proposed must be progressive and respectful of marginalized populations facing significant obstacles both domestically and internationally. We are also committed to accessibility, and will hold these missions central to all club activities.

2. Article Two - Membership and Membership Fees

2.1. The group shall maintain a list of group members. Members must register with a designated executive by submitting their full name and a valid email address. Members will possess priority and a discount when registering for Policython, but will not have special benefits when being judged. In circumstances of Policython amendments, members will possess voting rights upon matters approved by $\frac{2}{3}$ of individuals in executive positions.

2.2. Voting membership is open to all registered students of 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 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.

2.5. The membership fee will be \$0.00 CAD per year.

3. Article Three - Rights of Members

- 3.1. Any member of the club may apply for a full refund within one (1) month of becoming a member. No refunds are permitted 30 days after the date of payment.
- 3.2. All voting members have a right to attend all general meetings of members.
- 3.3. All voting members have a right to cast votes at all general meetings of members.
- 3.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.5. All voting members have a right to cast votes in all group elections and referenda.
- 3.6. All voting members have a right to propose and vote on amendments to this constitution.
- 3.7. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. Article Four - Executive Committee

- 4.1. The term for all positions on the Executive Committee shall be from May 1st to April 30th.
- 4.2. The Executive Committee shall be comprised of three (3) voting members.
- 4.3. All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.4. Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.5. 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.
- 4.6. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 4.7. 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. Article Five - Executive Composition and Duties

- 5.1. The President shall:
 - 5.1.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.1.2. Oversee the operations, management, and success of the group,
 - 5.1.3. Serve as spokesperson for the group,
 - 5.1.4. Hold signing officer authority along with the Treasurer for financial purposes,
 - 5.1.5. Preside over board meetings as well as general meetings,
 - 5.1.6. Ensure a transition of office from one year to the next,
 - 5.1.7. Coordinate the club's future courses of action, keeping UTP's inclusivity and accessibility efforts at the center,
 - 5.1.8. Approve all projects and recruitment efforts conducted by other Executives.
- 5.2. The Vice-Presidents shall:
 - 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.2.2. Assume duties of the President in their absence,
 - 5.2.3. Ensure activities of the club comply with policies of the University of Toronto,
 - 5.2.4. Coordinate organizational recruitment efforts.

5.2.5. Enforce UTP's accessibility and inclusivity efforts by regularly checking up with the respective Committees.

6. Article Six - Elections

6.1. All voting positions on the Executive Committee shall be filled through an annual election. The executive 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.

6.2. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.

6.3. All non-voting group members shall be eligible to seek nomination for both non-voting and voting positions on the Executive Committee.

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. 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.

6.7. The elections must be held in an unbiased manner. No individual who is seeking election may participate in planning or administering the election. All members of the Elections Committee shall be unbiased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

7. Article Seven - Finances

7.1. The Vice-President, Internal shall keep an active record of income and expenses.

7.2. The Vice-President, Internal shall present the group's updates on the group's financial position at annual general meetings.

7.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.

7.4. The group may not engage in activities that are essentially commercial in nature. This is not intended to preclude the collection of participation 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.

7.5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.

7.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.

7.7. The group will not pay salaries to any of its officers.

8. Article Eight - Meetings

8.1. The Executive Committee shall meet monthly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.

8.2. 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.

8.3. 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, introduce general members to the event, 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.

9. Article Nine - Termination

9.1. 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.

9.2. A vote to revoke membership must be held at a meeting of the Executive Committee.

9.3. A two-thirds majority of the Executive Committee 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 Committee 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 sustain the revocation of membership.

9.6. 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.

9.7. Executive Committee members are subject to the same termination of membership process as general members.

10. Article Ten – Amendments

10.1. All constitutional amendments shall require a 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 Committee 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.

