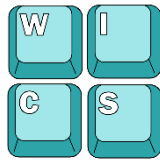


Constitution of “Undergraduate Women in Computer Science Student Association (WiCS)”



1. Name

The official name of this recognized campus group is “Undergraduate Women in Computer Science Student Association (WiCS)”

The acronym or abbreviation of this group is: UofT WiCS

2. Purpose and Objectives

The purpose, objectives, mission and/or mandate of organization is outlined here:

- To create a positive space on campus for individuals of all colours, genders, and sexual orientations by welcoming everyone who wants to join our organization and conducting meetings and events throughout the year.
- To create a social support network for self-identified women in computer science programs and courses at the University of Toronto, St George Campus by conducting meetings and hosting community building events.
- To provide and contribute to outreach and diversity programs for prospective and first-year self-identified female students in Computer Science by encouraging them to attend our meetings and by collaborating with secondary schools.
- To promote networking and informational opportunities for our members by providing information about latest conferences and talks, and funding some members to attend these conferences/talks.
- To prompt a dialogue related to diversity/minority issues within technical and scientific fields, particularly with respect to computer science and related disciplines by attending meetings with other groups like Women in Computer Science/Engineering and inviting guests or faculty member to talk about related topics.

3. Membership

Membership to the group is open to all the University of Toronto members (students, staff, faculty and alumni). Members must register with a designated executive by submitting their full name and a valid email address.

For recognition by the University of Toronto Students’ Union (UTSU), the group must maintain a minimum of 30 members, a total of 51% of membership are UTSU members.

The group must also maintain recognition from the Office of Student Life. These requirements are subject to change and should be checked with UTSU annually to ensure qualifications are met.

4. Executive List and Duties

The executive team shall comprise 3 executive members. These include:

2 Co-Presidents

- As Co-President, you will oversee the executive team and club operations, spearhead connections with companies over the summer, plan new WiCS initiatives, as well as lead bi-weekly team meetings to collect updates from the executive members.
- Requirements: Strong leadership, facilitation, and organizational skills.

1 Vice-President

- As VP you are responsible for coordinating tasks with all members of the executive team under the presidents (all directors), attending presidents' meetings and closely supporting the Director of Finance to oversee all the club's financial interactions
- Requirements: Strong leadership capabilities, ability to delegate efficiently, previous experience with managing budgets, ability to dedicate time to the team over the summer months

Terms of executive positions shall be from May 1st to May 1st of next year.

Termination of Executives or General Members:

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, may be given notice of removal. The member up for removal shall have the right to defend his/her actions. The member will be removed from the club's membership and will lose any privileges associated with being a member of the club. Executive members are subject to the same termination or impeachment process and, as determined by the vote, may lose their executive position along with their membership to the group.

5. Elections

The 3 executive positions shall be elected through elections that occur at the end of the academic year. The current co-presidents and vice-president shall hold the elections. Voting members comprise all the WiCS members holding positions. All voting members shall be unbiased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.

6. Finances

The VP and Director of Finance shall work together to keep records of all income and expenses.

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.

7. Meetings

Executive Meetings: The executive team shall meet on a bi-weekly basis where date and times are to be set by an executive.

8. Amendments

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

The executive team 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.