

Constitution of “Yun Dance Crew”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “Yun Dance Crew”
- 1.2. The official acronym or abbreviation of the group is “UTYun”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is:
 - 1.3.1. to share the beauty of dance and to deliver messages of strength, diversity, culture and inclusivity through performances and promotion of our club at events.
 - 1.3.2. to study and appreciate Chinese dance while aiming to develop a better awareness of rhythm and body movement by having weekly dance classes/practices for members to join and holding workshops when interest is high.
 - 1.3.3. to have a group of people with the same interest gather, improve, perform, and achieve their goals together.
 - 1.3.4. to interact and coordinate with other student groups and share our story of dance with meaning and positivity as a community.

2. Article Two – Membership and Membership Fee

- 2.1. The group shall maintain a list of general members.
- 2.2. Membership is open to all registered students and alumni of the University of Toronto.
- 2.3. The membership fee will be \$12 per year. Additional fees may be required to purchase costumes and for club promotional materials.

3. Article Three – Rights of Members

- 3.1. All members may apply for a full refund of their additional fees for any costumes and props before the Director of External Affairs sends the fees to the vendor(s).
- 3.2. All members have a right to attend all general meetings of members.
- 3.3. All members have a right to cast votes at all general meetings of members.

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 composed of eight members: the President and Vice President, Director of Finance, Director of Internal Affairs, Director of External Affairs, Director(s) of Media and Marketing and All-Levels Team Leader.
- 4.3. The positions of the Executive Committee shall be appointed through elections open to all members of the club.
- 4.4. Members of the Advanced Team will be chosen by members of the Executive Committee, through auditions.
- 4.5. All members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.6. 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. Article Five - Executive Committee 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 and financial authority along with the Director of Finances,
- 5.1.5. Preside over meetings of the Executive Committee and/or members,
- 5.1.6. Responsible for the choreography of advanced team dance piece,
- 5.1.7. Lead the advanced team practice,
- 5.1.8. Ensure a transition of office from one year to the next.

5.2. The **Vice President** 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. Organize the Executive Committee
- 5.2.4. Responsible for student group renewals and applying for CCR Recognition
- 5.2.5. Organize meetings with members of the Executive Committee and taking the meeting minutes,
- 5.2.6. Ensure activities of the club comply with policies of the University of Toronto,
- 5.2.7. Coordinate organizational recruitment efforts.

5.3. The **Director of Internal Affairs** shall:

- 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Maintain a list of all registered club members including contacts,
- 5.3.3. Maintain the group website,
- 5.3.4. Organize and notify all members of general meetings and team social events,
- 5.3.5. Responsible for practice sites booking for both teams,
- 5.3.6. Taking measurements for costumes,
- 5.3.7. Create voting polls and collect the results.

5.4. The **Director of External Affairs** shall:

- 5.4.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.4.2. Mandarin and English proficiency required,
- 5.4.3. Manage communications with organizations outside of Yun,
- 5.4.4. Negotiate with vendors for costumes, props, other club materials as required,
- 5.4.5. Documenting choices of vendors, transportation, and payments,
- 5.4.6. Search and apply for performance opportunities; negotiate performance and rehearsal schedules,
- 5.4.7. Search for photography opportunities for team performances.

5.5. The **Director of Finances** shall:

- 5.5.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.5.2. Record all financial transactions of the group,
- 5.5.3. Hold signing and financial authority along with the President,
- 5.5.4. Maintain a budget of income and expenses,
- 5.5.5. Advise members on financial position of the group,
- 5.5.6. Prepare an annual budget for the group.

- 5.5.7. Responsible for applications for funding and/or sponsorships
- 5.6. The **Director(s) of Media and Marketing** shall:
 - 5.6.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.6.2. Create and manage content on current social media platforms,
 - 5.6.3. Maintain an organized collection of up-to-date practice and performance videos,
 - 5.6.4. Create and edit social media posts and designs to represent our club,
 - 5.6.5. Create posters for club fair or other events,
 - 5.6.6. Mandarin or English proficiency required.
- 5.7. The **All-Levels Team Leader** shall:
 - 5.7.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.7.2. Responsible for the choreography of all-levels team dance piece,
 - 5.7.3. Lead the all-levels team practice,
 - 5.7.4. Background in Chinese Dance required,
 - 5.7.5. Completion of First Aid training is an asset.

6. Article Six – Executive Members Appointment

- 6.1. All positions on the Executive Committee shall be filled through an annual election and each voting position must be open to all student members.
- 6.2. All registered club members shall be eligible to seek nomination to each position on the Executive Committee.
- 6.3. On the condition that multiple candidates are to be nominated for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.
- 6.4. The elections must be held in an unbiased manner. No individual who is seeking election may participate in planning or administering the election.

7. Article Seven – Finances

- 7.1. The Director of Finances shall keep an active record of income and expenses.
- 7.2. The Director of Finances 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.
- 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 biweekly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.

- 8.2. The group may hold general meetings at least once (1) per year to provide the general membership an opportunity to review the group's annual activity plan and financial health.
- 8.3. The group would host a kickstarter event at the start of the year to allow all members to be introduced to the club and to each other.
- 8.4. 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.

9. **Article Nine - Termination of Membership**

- 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.