

## **Constitution of “arospace”**

### **1. Article One – Name and Purpose**

- 1.1. The official name of the recognized student group is “arospace”.
- 1.2. The official acronym or abbreviation of the group is “arospace”.
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to advocate for and centre anyone on campus who identifies with the aromantic and/or asexual spectra, as well as those who are interested in learning about it, by creating a safe and inclusive space for all UofT students.
  - 1.3.1 The term “aromantic” or “aromanticism” is used throughout this document to refer to any who experiences little to no romantic attraction. “Aromantic” is also often abbreviated to “aro.” Aromanticism is a spectrum, and encompasses a diversity of romantic orientations including grayromantic, demiromantic, etc.
  - 1.3.2 The term “asexual” or “asexuality” is used throughout this document to refer to anyone who experiences little to no sexual attraction. Asexuality is often abbreviated to “ace.” Asexuality is also a spectrum, and similarly encompasses a diversity of sexual orientations including graysexual, demisexual, etc.
  - 1.3.3 Under the Split Attraction Model (SAM), these two spectra are separate and independent. A person being aromantic does not mean they are also asexual, and vice versa. Not all “aspec” (a term which means anyone falling on either/both of the aromantic and asexual spectra) people use the SAM.

### **2. Article Two – Membership and Membership Fee**

- 2.1. The group shall maintain a list of group members.
- 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. There is no membership fee. To become a voting member, a registered student of the University of Toronto must fill out an arospace membership form.

### **3. Article Three – Rights of Members**

- 3.1. All voting and non-voting members have a right to attend all general meetings of members.
- 3.2. All voting members have a right to cast votes at all general meetings of members.

- 3.2.1 Voting members must be present at the time of the general meetings in order to cast their vote — no proxy votes will be accepted.
- 3.3. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.4. All voting members have a right to cast votes in all group elections and referenda.
- 3.5. All voting members have a right to propose and vote on amendments to this constitution.
- 3.6. 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 of Executive Committee members is May 1st through April 30th.
- 4.2. The Executive Committee shall be comprised of a minimum of three (3) voting members and a maximum of six (6) 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.
- 4.8. The President may appoint Directors or Coordinators for various committees who do not hold executive decision-making authority and are not eligible to cast votes at meetings of the Executive Committee.
- 4.9. Any member of the Executive Committee can be removed from office prior to the end of their term under the following conditions:
  - 4.9.1. Any member of the Executive Committee can call for a vote to remove another Director from office during an executive meeting. The Executive Committee shall then call for a debate, allow time for discussion, and then vote on whether to remove the Executive Committee member in question. Each member of the Executive Committee must be present for the vote, and the vote must pass by at least a simple majority.
  - 4.9.2. At a general meeting, any arospace member can call for the impeachment of a member of the Executive Committee. Upon voting on this at the general

meeting, if a (2/3) majority is reached, then the Executive Committee member in question shall be suspended until the next general meeting. Regardless of the vote on the suspension, at the next general meeting, there will be a debate on the merits, where they can be removed from office with a simple majority vote from the general membership.

4.9.3. Removal from office should only be considered under extreme circumstances including (but not limited to) the following: embezzlement of arospace funds, abuse or inappropriate use of power, inability to perform the duties of office for reasons that are not temporary or cannot be accommodated, inability to interact respectfully with other arospace members (including Executive Committee members), or acting contrary to the mission of arospace as stated in Article I.

4.9.4 Removal from office on account of an executive's inability to perform the duties of office for reasons involving disability, sickness, or other personal circumstances along those lines should generally be viewed as not rising to the level of "extreme circumstances."

4.10. No Executive Committee member may hold more than one (1) executive position at any given time unless there is a position on the Executive Committee that is not filled during elections or becomes vacant due to the resignation of one of the members of the Executive Committee. In either situation, the remaining members of the Executive Committee would collectively decide on how to manage the responsibilities of the vacant position (e.g., have one of the Executive Committee members take on the responsibilities of the vacant position, have the Executive Committee collectively attend to those responsibilities, or hold an election to fill the vacated position).

4.11 Any Executive Committee member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the removal.

## **5. Article Five - Executive Committee Composition and Duties**

5.1. The President:

5.1.2. Be eligible to cast votes at meetings of the Executive Committee,

5.1.3. Oversee the operations, management, and success of the group, including scheduling meetings, organizing agendas, and verifying the CCR contributions of volunteers and Executive members

5.1.4. Serve as spokesperson for the group,

5.1.5. Ensure activities of the club comply with policies of the University of Toronto,

5.1.6. Hold signing and financial authority along with the Finance Director,

- 5.1.7. Preside over meetings of the Executive Committee and/or members,
- 5.1.8. Ensure a transition of office from one year to the next.

5.2. The Vice-President:

- 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. Assisting the President in their duties whenever need be,
  - 5.2.3.1. In cases where the President has to act as Finance Director, the Vice-President will hold signing and financial authority along with the President,
- 5.2.4. Update and organize the resources distributed by arospace,
- 5.2.5. Encouraged to collaborate with the Sexual & Gender Diversity Office (SGDO), and other community-based organizations to collect resources for the student body,
- 5.2.6. Facilitate active programming,
- 5.2.7. Responsible for identifying problems within and beyond arospace, voicing concerns of the general membership, and generally providing support to the Executives however needed.

5.3. The Finance Director:

- 5.3.1. There shall be a maximum of one (1) Finance Director,
  - 5.3.1.1. In years where there are not enough Executives to fill every position, this position's roles and authority can be taken over by the President.
- 5.3.2. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.3. Assume duties of the Vice-President(s) in their absence,
- 5.3.4. Record all financial transactions of the group,
- 5.3.5. Hold signing and financial authority along with the President,
- 5.3.6. Maintain a budget for income and expenses,
- 5.3.7. Advise members on the financial position of the group,
- 5.3.8. Apply for grants and awards on behalf of the group,
- 5.3.9. Prepare an annual budget for the group. annual/semester report of finances

5.4. The Secretary:

- 5.4.1. There shall be a maximum of one (1) Secretary.
- 5.4.2. Be eligible to cast votes at meetings of the Executive Committee unless held by a non-voting number,
- 5.4.3. Responsible for planning at least two (2) events per term (fall and winter) to help build community among the members of arospace,
- 5.4.4. Work collaboratively with other Executive Members to plan and facilitate events for arospace,
- 5.4.5. Coordinate with the Finance Director to ensure that event budgets are within the yearly arospace budget,

- 5.4.6. Communicate with fellow arospace Executive Members, UofT student groups, and/or groups outside of UofT to brainstorm further event ideas,
- 5.4.7. Communicate with the general volunteers of arospace to request assistance with events facilitation and clean-up should it be required.

5.5. The Communications Director:

- 5.5.1. There shall be a maximum of one (1) Communications Director.
- 5.5.2. Be eligible to cast votes at meetings of the Executive Committee unless held by a non-voting number,
- 5.5.3. Responsible for arospace's public relations strategies and actions,
- 5.5.4. Create promotional material, promote arospace and its activities on media sites, respond to media inquiries, and update/moderate the media sites used by arospace to reach its members,
  - 5.5.4.1. These sites include but are not limited to: arospace Instagram page, tumblr, linktree, etc. The Communications Director must also monitor our email.
- 5.5.5. Encouraged to work closely with the Secretary to ensure that promotional material for events is created and disseminated on social media platforms at least 2 weeks prior to the event,
- 5.5.6. Coordinate organizational recruitment efforts,
- 5.5.7. Assist Vice-President in duties relating to events and communications.

5.6. The First-Year Representative:

- 5.6.1. There shall be a maximum of one (1) First-Year Representative.
- 5.6.2. Be eligible to cast votes at meetings of the Executive Committee,
- 5.6.3. Responsible for bringing forth the ideas, questions, and concerns of incoming students at UofT to the Executive Committee,
- 5.6.4. Responsible for identifying problems within and beyond arospace, voicing concerns of the general membership, and generally providing support to the Directors however needed,
- 5.6.5. Support fellow executive members in their respective endeavors and projects including, but not limited to:
  - 5.6.5.1. Events planning and facilitation, volunteer recruitment, and events clean-up;
- 5.6.6. Encouraged to collaborate with the President to coordinate support, bring forth ideas, and engage with the student body.

## **6. Article Six – Elections**

- 6.1. All positions on the Executive Committee shall be filled through an annual election.

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 only for non-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. In the situation where there is more than one (1) nominee for an Executive Committee position, the votes shall be cast such that voting members will rank their nomination choices from first choice to nth choice.

6.7. In the event that two or more nominees are tied for an Executive Committee position, another by-election just for those position(s) will be held.

6.8. The elections must be held in a nonbiased manner. No individual who is seeking an election may participate in planning or administering the election.

6.9. The Executive Committee shall appoint one (1) Chief Returning Officer (CRO) who must be a past Executive (or present Executive for the by-election of the FYR) and must not be running for a position in the election being held.

6.9.1. The CRO is to conduct and hold the election for all positions except First-Year Representative in late April.

6.9.1.1. In the event that an election cannot be held in late April due to extenuating circumstances at the Executive Committee's discretion, the CRO is to conduct and hold the election at the earliest available date.

6.9.1.1.1. The sole exception for this will be the very first election for the Executive Committee, which will be held sometime in the summer of 2025 to determine the President, Vice-President, Secretary, and Communications Director for 2025-2026.

6.9.1.2. If an Executive graduates in the Fall semester or otherwise has to leave their post before the end of their term (and there is more than 60 days left in their term), a by-election will be held within four weeks to determine who will replace them for the rest of their term (only until April 30 of that year).

6.9.1.3. If there are empty Executive spots in September (ie. because no one ran for a particular position), then a by-election for those spots will be held at the same time as the First-Year Representative election. Their term will only be until April 30 of the following year.

6.9.2. The CRO is to conduct and hold an election for First-Year Representative in late September.

## **7. Article Seven – Finances**

- 7.1. The Finance Director shall keep an active record of income and expenses.
- 7.2. The Finance Director shall present the group's updates on arospace's financial position at annual general meetings.
- 7.3. The Executive Committee must approve all expenditures over \$100.00 through a majority proxy vote via a social media platform.
- 7.4. arospace may not engage in activities that are essentially commercial in nature.
- 7.5. arospace will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- 7.6. arospace will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 7.7. arospace 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. arospace shall hold general meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, and financial health, and propose or vote on constitutional amendments.
  - 8.2.1. For the first year of the club, 2025-26, arospace will be allowed to hold only one general meeting if need be.
- 8.3. 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 General 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 majority vote 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 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 the 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.