

Constitution of “The Armenian Association”

1. Name

The official name of this recognized campus group is “Armenian Association UTM”

The acronym or abbreviation of this group is: “UTM ASA”

2. Purpose and Objectives

The Armenian Association’s purpose is to create a sense of community among Armenians and enthusiasts of Armenian culture worldwide. Through cultural celebrations, historical awareness, advocacy, and collaboration with other cultures, we aim to preserve and promote the rich heritage of Armenia. Our association serves as a platform for discussions on important issues affecting the Armenian community and as a means to connect Armenians across the globe. Join us in our mission to celebrate, preserve, and share the beauty of Armenian culture while contributing to a more interconnected world. In addition, our group will connect and collaborate with other cultures to make meaningful exchanges and promote cross-cultural understanding. By forging connections beyond our own community, we hope to build a more welcoming and inclusive society where the diversity of all cultures can be enjoyed and shared together.

3. Membership

Membership to the group is open to all the University of Toronto members who are interested to join (students, staff, faculty and alumni).

U of T members are permitted to run, nominate, and vote in elections and constitutional amendments. The group is open to non-U of T members. However, these members do not hold the aforementioned rights. Members must register with a designated executive by submitting their full name and a valid email address.

4. Executive List and Duties

The Co-Presidents shall:

- Oversee the group's operations, management, and success. Be the group's spokesperson.
- Hold the Treasurer's and the signing officer's authorization for financial transactions.
- Both general meetings and board meetings to preside over
- Notify all members of meetings
- Ensure the transfer of authority to the new executives
- Handle official correspondence of the organization

The Vice-Presidents shall:

- Assume duties of the President in his/her absence
- Oversee the various committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto

- Coordinate organizational recruitment efforts

Additional responsibilities may include:

Chief Executive Marketing Manager *shall*:

- Keep up with the Instagram
- Market and prompt the association
- Maintain the websites and member contact list
- Record notes and motions for meetings

Chief Executive Finance manager *shall*:

- Record all financial transactions of the group
- Hold signing officer authority along with the President for financial purposes
- Maintain a budget of income and expenses along with receipts
- Advise members on financial position of the group
- Prepare an annual budget for the group as well as budgets for specific events

Additional responsibilities may include:

The group may appoint Directors or Coordinators for various committees such as social committee, publicity committee, and so on; however, such positions do not hold executive decision making authority.

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.

A two-thirds majority vote of the current members present in favour of removal is required. The member must have the right to an appeal before the general membership, and the majority vote of the general membership will have the final say on the matter.

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 executive committee shall strike the Elections Committee and appoint one (1) Senior Election Officer (SEO) from the general members on the committee to conduct and hold elections in late March. All members of the Elections Committee shall be non-biased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

The SEO Election Officer shall accept nominations only from group members that are also registered U of T members (staff, faculty, students and alumni) for candidacy of executive positions from the general membership before the **beginning of March**. Candidates have to be members in good standing and be part of the group for at least one month prior to the nomination period.

The SEO shall select **three (3) election dates before March 30th for the voting period**. These dates will be announced in a **minimum of two (2) weeks prior to elections dates** and must fall on weekdays.

The SEO shall provide each U of T member with a paper ballot on the voting dates and ask the member to place their ballot in an enclosed box.

After the election is over, the SEO shall count the ballots. The candidate with the most votes shall be elected to the position. The SEO shall submit a report of the results of the elections to the Executive Committee and general members.

6. Finances

The Treasurer shall keep records of all income and expenses. The Treasurer shall present the group's financial health at the annual general meetings. The Executive Committee will vote on expenditures of over \$100.00 by majority vote at an executive meeting.

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

A) Annual General Meetings (AGMs):

The group will hold general meetings at least twice per academic semester, or every two months.

These times will be made public by the Executive Committee two (2) weeks before the meetings. The purpose of these meetings is to discuss upcoming events, the group's annual activity plan,... A vote on a motion will need to be cast by a 2/3 majority of the registered members present. The proposal that receives the most votes wins.

b) Executive Meetings:

The executive committee shall meet on a monthly basis, where date and times are to be set by an executive. The quorum of executive meetings shall be 50%+1 of executives.

8. Amendments

This constitution may be amended by any enrolled University of Toronto student by proposal and vote. The procedure for having modifications debated at general meetings is managed by the Executive Committee.

The approval of constitutional modifications at the annual general meeting by present registered U of T members requires a 2/3 majority.

The Executive Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. Centre for Student Engagement, The University of Toronto Mississauga Students' Union, etc) within two (2) weeks of its approval by general members.