

UTM BLAC Club Constitution

Article I: Name

University of Toronto Mississauga Black Literature and Arts Club
UTM Black Literature and Arts Club
UTM BLAC
UTM BLC

Article II: Purpose

The purpose of the UTM Black Literature and Arts Club is to give students the opportunity to enrich themselves with black art forms. To read accounts and stories written by black authors, historic figures, activists, and to appreciate the many forms that these accounts may come in (visual arts, cinema, music, etc). Not only will students be given the opportunity to immerse themselves in the black narrative, they will be given the opportunity to discuss the importance, cultural significance and history of black literature, black art, black issues and the black community as a whole.

Article III: Membership

All students who attend the University of Toronto Mississauga and all UTMSU members are allowed to take part and be members of this club. All BLAC members are entitled to vote in club elections. To become a member there are no requirements or fees other than being a UTM student or UTMSU member. There will be continuous membership sign up throughout the academic school year. This will be done through contacting any member of the executive team and filling out a membership form. Community members and alumni are able to become members solely as associates.

Article IV: Executive List and Duties

The executive committee shall be composed of at least three (3) elected or appointed UTM students. These include a President, Events Coordinator(s) and Social Media representative(s).

The President(s) shall:

- Preside over all management and club meetings, both general and executive.
- Present at all events/meetings the club hosts.
- Have access to all financial information through the financial director. Have access to all financial documents.
 - Responsible for comm
- Be the official spokesperson for the group on all platforms (along with executive members).
- Attend training sessions outlined by UTMSU.

The Vice President shall:

- Preside over all management and club meetings, both general and executive.

- Present at all events/meetings the club hosts.
- Have access to all financial information through the financial director. Has access to all financial documents.
 - Responsible for communication
- Be the official spokesperson for the group on all platforms (along with executive members).
- Attend training sessions outlined by UTMSU.

The Social Media Representative shall:

- Be responsible for all social media platforms the club has can include but is not limited to Instagram, Twitter, Tumblr, Snapchat, etc.
- Be in attendance at events to post prior, during, and after the event for social media coverage.
- Post all social media announcements about club activities.
- Attend training sessions outlined by UTMSU.

The Financial Director shall:

- Be responsible for creating and logging financial statements and budgets.
 - Budgets
 - Money spent during the academic school year
 - Detailed financial statements
- Attend a financial statement workshop as the financial director for the club (the president will also attend this workshop).
- Must submit audits to the UTMSU

The Events Coordinator shall:

- Be responsible for coordinating and organizing events along with the president of the club.
- Maintain direct contact with all third parties taking part in the event (UTMSU, booking rooms, caterers, etc.)

The Vice President External shall:

- Be responsible for the planning and implementation of all outreach activities and stakeholder communication.
- Cultivating and maintaining meaningful relationships with membership, partners and community to uphold club mission and optimize club impact.
- Work alongside the VP Internal to manage volunteers/shadows, if any.

The Vice President Internal shall:

- Be responsible for facilitating effective operation of club by supporting with any outstanding and unassigned tasks.
- Be responsible for conducting program evaluations on an as-needed basis to measure impact of club and identify areas of improvement.
- Work alongside the VP External to manage volunteers/shadows, if any.

Article V: Meetings

The club will have general meetings every two weeks (biweekly) to explore many forms of art, as well as once a month to discuss the book of the month and the topics that align with it. These meetings will be open to all members who will be able to speak freely with respect to all others and voice any opinions on topics or questions they may have.

The executive team will also meet once a month to conjure, plan, and organize anything related to the club. This includes discussions on finances, literature, events, membership, and any issues that may arise among other things.

Article VI: Election Procedures

Elections will be held every academic school year in the winter semester to elect or re-elect members to the executive team for the club. All UTMSU registered club members are eligible to be candidates for the election. These elections will require advertising, mass emails sent to all registered members and a designated CRO supervising the election oral process. The campaign time line will include a nomination period, an all-candidates meeting, a silent period, a campaign and advertising period, and finally a voting period. All elections will follow the UTMSU timelines, guidelines, and procedures. Below is an example schedule of the election timeline- please note that these dates and times are subject to change.

Nomination Period: February 3 @ 9:00am to February 7 @ 5:00pm

All-Candidates Meeting: February 10 (2 hours)

Silent Period: February 10 @ 5:00pm to February 14 @ 12:00pm

Campaign and Advertising Period: February 17 @ 9:00am to February 21 @ 5:00pm

Voting Period: February 24 from 9:00am – 5:00pm to February 28 from 9:00am – 5:00pm

Article VII: Termination of Executives or General Members

In the event that a member commits an act that can be seen as negative towards the club or its members, the member will be given a notice of removal based on said act. The member in question will have the ability to appeal this notice to defend their actions. Should the action be taken to remove an executive member, the majority of executive members must rule in favour of said executive member's removal. In the event that a general member is given a notice for removal, the member has the right to appeal to general members. In order to successfully appeal the notice of removal, the general member must secure a majority rule against the appeal from the executive committee and must secure at least fifteen (15) votes against the appeal from general members.

Should the action to remove an executive or general member be successful, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club. The member being removed from the club will have a permanent or temporary ban of UTMSU spaces, campus group activities, and campus group events and may be subject to mandatory consent or anti-oppression training.

1. Article VIII: Finances

The President and/or the Second Signing Officer shall keep records of all income and expenses. The President and the Second Signing Officer shall present the group's financial health as required. 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.

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3. Article IX: Amendments

Any registered U of T students may propose and vote on amendments to this constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.

Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered U of T members in attendance.

The Executive Committee 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.