

Constitution of The Nyantende Foundation (UofT Student Chapter)

1. Name

The official name of this recognized campus group is The Nyantende Foundation (UofT Student Chapter).

The acronym or abbreviation of this group is: N/A

2. Purpose and Objectives

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

The Nyantende Foundation is dedicated to bridging the education gap in our world by providing learning opportunities for youth in DR Congo. In doing so, our club provides tuition for youth in DR Congo to go to school. Our mission is to equip these children with a secondary school degree, a set of technical skills and leadership training. In this way, we hope to develop a new generation of skilled, educated youth in Nyantende who are capable of securing gainful employment, starting businesses and helping re-build the community's economy. The Foundation's vision is to improve Nyantende from the ground up by taking youth off the streets and enrolling them in local schools. By educating those who cannot afford it, we hope to foster greater feelings of empowerment and ambition that will mobilize the community and set them on a path towards their own development. In order to accomplish this, we will be primarily focusing on fundraising and raising awareness about the global education gap amongst our peers on campus.

3. Membership and Membership Fees

Voting membership to the group is open to all currently registered University of Toronto students.

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

The membership fee will be \$0.00 per year.

4. Executive List and Duties

The executive committee shall be comprised of three elected officers. These include a President, Vice-President, and Treasurer.

All voting members of the Executive Committee must be registered students of the University of Toronto.

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.

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

The President shall:

- Oversee the operations, management and success of the group
- Be the spokesperson for the group
- Hold signing officer authority along with the Treasurer for financial purposes
- Preside over board meetings as well as general meetings
- Ensure transition of office to the future executives

Additional responsibilities may include:

- Manage chapter

- Financial planning
- Activity planning
- Member relations – hiring, dismissal, etc.
- Maintaining campus network: reinforcing key relationships and seeking out new partnerships with faculties, on-campus clubs and organizations
- Annual project management: ETC, school sponsorship coordination

The Vice-President shall:

- Assume duties of the President in their 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:

- Research and development
- Grants/proposals
- Organizing meetings, renting spaces for meetings
- Organizing election, constitutional changes

The Treasurer shall:

- Record all financial transactions of the group
- Hold signing office 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:

- Requesting monthly figures from executive team

- Making projections on expenditures and revenues

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 Executive 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 interest, may be given notice of removal. In addition, hate speech and discriminatory behaviour will not be tolerated and if committed are cause for termination. The member up for removal shall have the right to defend their actions. A two-thirds majority vote of the current members present in favor 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) Chief Returning Office (CRO) and two (2) Scrutinizers from the general members on the committee to conduct and hold elections in March. All members of the elections committee shall be non-biased in the results of the elections and shall be required to disclose any and all conflicts of interest in the election. All elections pertaining to the executive committee will be conducted in an open, accessible, and democratic manner.

The CRO shall accept nominations only from group members that are also registered UofT 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 CRO shall select three (3) election states before March 30th for the voting period. These dates will be announced in a minimum of two (2) weeks prior to election dates and must fall on weekdays.

The CRO and Scrutinizers shall provide each UofT member with a paper ballot on the voting dates and ask the member to place their ballot in an enclosed box.

In preparation for a tie, the CRO shall select an executive from amongst the executive committee to cast their ballot and seal it in an envelope. In the event of a tie for an executive position, one of the two Scrutinizers shall break the seal and count the ballot in order to break the tie.

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

Registered UofT members may not vote by proxy. Non-UofT members may not nominate or vote in elections.

Only UofT members who have been in good standing for 30 days prior to the elections dates are eligible for voting.

Term of executive positions shall be from May 1st to April 30th.

6. Finances

The Treasurer shall be eligible to cast votes at meetings of the Executive Committee.

The Treasurer shall also keep a budget and records of all income and expenses of the group and maintain. The Treasurer shall present the group's financial health at the annual general meetings, hold signing and financial authority along with the President, advise members on financial position of the group, and prepare an annual budget for the group. The executive committee will vote on expenditures of over \$100.00 by majority vote at an executive meeting. The group's executive or general 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, this 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; nor pay salaries and/or stipends to some or all of its executive members or officers.

7. Meetings

A) Annual General Meetings (AGMs):

The group shall hold general meetings at least twice per year, i.e. once per academic term. The executive committee will announce these dates two (2) weeks prior to holding the meetings. These meetings are intended to go over the group's annual activity plan, financial health and propose or vote on constitutional amendments, if any. Motions will require 2/3 majority of registered members in attendance for a vote to be cast. The motion with the most votes will be passed.

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

Any registered UofT members 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 UofT 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.

9. Equity and Inclusivity Clause

The Nyantende Foundation is committed to promoting and supporting equitable and inclusive practices. Our club is open to all UofT members regardless of their ability, culture, gender identity, race, religion, and/or sexual orientation. We celebrate and strive towards a diverse, safe, and welcoming environment for everyone.

10. Sustainability Clause

We are committed to maintaining values of stewardship to the environment. Our club is committed to protecting our planet and recognizes our social and environmental responsibility to our global community. This includes practicing sustainability by reducing our waste, energy and carbon footprint.

11. Commitment to the University of Toronto's Student Code of Conduct

We are strongly committed to obeying the University of Toronto's Student Code of Conduct.