

**Canadian Asian Student Society**  
**Articles of Constitution**

**Article I – Campus Group Name:** Canadian Asian Student Society (CASS)

**Article II – Purpose:** The purpose of the Canadian Asian Student Society shall be:

1. To ensure that students are presented with the opportunity to engage in an enriching university experience.
2. To foster personal growth through the society's four core pillars of development: networking, socializing, academics and athletics.
3. To create an equitable environment while promoting cultural diversity among students that self-identify as being Canadian Asian.
4. To maintain and create positive relations with our community and to help students develop their social network.

**Article III – Membership:** Membership into CASS shall be as follows:

1. Club membership is open to any university student, staff, alumnus and community member.
2. Voting privileges are reserved only for members who are current UofT students.
3. All members shall respect one another as equals, otherwise CASS reserves the right to revoke one's membership.
4. There are no official membership fees.

**Article IV – Executives:** The following is a list of the executive positions available in CASS:

1. **Co-President (3 positions)** - Responsible for overseeing all the operations and activities of CASS. The President is responsible for ensuring that all executives are doing their jobs correctly and in a timely manner. All activities must be discussed with the President before implementation. The President cannot be excluded from the overall decision-making process.

2. **Co-Vice President Internal (2 positions)** - Responsible for maintaining relationships within the CASS leadership team in order to ensure smooth society operations. Can act as an advisor and assistant to the president, also responsible for scheduling team meetings and taking meeting minutes.
3. **Vice President Marketing** - Responsible for promoting the society through the creation of promotional materials and other advertising content. Works in collaboration with the Social Media team for accounts on all social platforms.
4. **Vice President Finance** - Responsible for all financial transactions, contracts, obligations and commitments. All signings must include a signature from the financial director and the president.
5. **Vice President External** - Responsible for maintaining close communications between CASS and other campus and community groups. Ensure the proper representation of CASS among the UTM community.
6. **Vice President Events** - Responsible for planning and executing society events throughout the school year. Works closely with the rest of the leadership team around event logistics.
7. **Vice President Social Media** - Responsible for promoting the awareness of CASS through content creation. Works in collaboration with the marketing team to ensure smooth publication on all social media platforms.
8. **Executives (multiple positions)** - Work closely with the leadership team to carry out tasks that support society goals and events.

**Article V – Council Meetings:**

1. The internal team shall schedule biweekly team meetings to plan events and keep all executive members updated.
2. The president shall schedule monthly VP meetings to keep senior executives updated
3. Additional meetings may be scheduled prior to events.
4. Meetings may be canceled, postponed or rescheduled for academic conveniences.

5. There will be 2 general meetings, one for the fall session and another for winter. A general meeting may be called upon within 15 days of a new by-law proposal.

**Article VI – Nominations and Elections:**

1. Only members of the University of Toronto community are eligible to run for VP/executive positions within CASS.
2. Candidates wishing to run for VP/executive positions shall submit a nomination form and a personal statement.
3. Elections results shall be determined by majority vote.
4. Elections shall occur annually, following the timeline set by UTMSU.
5. In the event of a tie, the current VP/executive team shall vote internally to determine the most qualified candidate. If no resolution is reached, a re-election may be called upon.

**Article VII: Removal from office:**

1. Removal from office can occur at any time by notice from the UTMSU in case of Harassment, Sexual Harassment and Discrimination (refer to UTMSU's Procedural Policies).
2. Removal procedure:
  - A written warning would be issued to the individual in case of occurrences such as missing 2 consecutive meetings without proper communication, failing to perform their duties as defined by the constitution, etc. Specific instances will be at the discretion of the president and the VP internal.
  - If no satisfactory response is received, a vote within the VP team shall be carried out to determine the removal of the individual.
3. In case of an executive member being removed from office, a by-election will be held if necessary, according to the election rules as previously described under "Elections Procedures".

**Article VII – Amendments:**

1. By-laws may be amended upon a majority vote (51%) of all general members who wish to participate.
2. Ideas for new by-laws from members shall be formally presented during general meetings. A discussion will then be held, and a vote will be taken.
3. Ideas for new by-laws from non-council members must be given to the council in writing.
4. Our organization will conform to Provincial and Municipal Health Regulations when events which include the sale and/or service of food products are held at the University of Toronto at Mississauga Campus.