

# Constitution of the UTM Dance Team

## 1. Name

The official name of this recognized campus group is “UTM Dance Team”

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

## 2. Purpose and Objectives

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

The purpose of the UTM Dance Team is to provide an opportunity for dancers to continue practicing and performing with a team as they move throughout their university career. By holding open auditions to anyone who wishes to join the team, the dance team will ensure that all people interested will be given equal opportunity. The team from the audition process to practicing to competing and performing will maintain a high standard of respect and care for each of its members and for the university community. This will be done by taking into consideration the diverse backgrounds and experiences of people who wish to join the team. Equity on all fronts is important to maintaining the level of comradery and commitment each member will bring to the team. Furthermore, as a competitive dance team we will strive to always perform our best; this requires equal dedication from all members of the team. Each member is required to attend all practices with the allotment of two absences to ensure the quality of the team’s performance. The team will meet twice weekly. These weekly practices are important for the team to pull together the dance routines to be performed at university competitions and to cultivate a good rapport between teammates.

## 3. Membership

Membership to the group is open to current student at the University of Toronto.

U of T members are permitted to run, nominate, and vote in elections and constitutional amendments. Members must register with a designated executive by submitting their full name and a valid email address.

There is no immediate membership fee, however, members will need to pay for competition fees, costuming fees, and any other costs associated with the performances given by this team.

The group must maintain recognition from the Centre for Student Engagement. These requirements are subject to change and should be checked with UTMSU annually to ensure qualifications are met.

## 4. Executive List and Duties

The executive committee shall be comprised of 8 elected officers. These include a captain, (2) assistant captains, (2) fundraising managers, (2) social media managers, (1) CCR manager.

*The Captain shall:*

- Oversee the operations, management and success of the group.

- Be the spokesperson for the group.
- Hold signing officer authority.
- Organize the practice times and book the university space for practices.
- Oversee the financials of the team in partnership with fundraising managers.
- Preside over weekly practices and ensure the quality of the team's work.
- Ensure transition of office to the future Executives

*The Assistant Capitan(s) shall:*

- Assume duties of the President in his/her absence
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organizational recruitment efforts.
- Act as the treasurer for the team.

Additional responsibilities may include:

- Ensuring the quality of the team's performances

*The Fundraising Manager(s) shall:*

- Organizing and hosting events pertaining to fundraising for the team
- Ensure the funds are being spent in a manner that is understood and agreed upon by all members of the team.
- Record financial transcripts in relation to the fundraising efforts put forth by the team.

*The CCR Manager shall:*

- Organize the teams CCR application. Work with the designated CCR Validator.
- Ensure the team is recognized as an official student group.
- Make amendments to the Constitutions as needed and as voted upon by members.

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 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) Senior Election Officer (SEO) 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 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 students for candidacy of executive positions from the general membership before the **beginning of March**. Candidates must be members in good standing and be part of the group from the previous season to be nominated.

The SEO shall select **one election dates before March 30<sup>th</sup> 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 google form for the purposes of casting their ballot.

In preparation for a tie, the SEO 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 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.

Registered U of T members may not vote by proxy. Non-U of T members may not nominate or vote in elections.

Only U of T members who have paid any applicable membership fees and have been a member in good standing for 30 days prior to election dates are eligible for voting.

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

## **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**

U of T members for the 2023/2024 season will be meeting (practicing) twice a week. For the fall term practices will be held Monday's 7:10pm-9:00pm and Thursday's 7:10pm-9:00pm. Winter term practice dates are yet to be confirmed. Practices are held in the RAWC dance studio.

## **8. Amendments**

Any registered U of T 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 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. Centre for Student Engagement, The University of Toronto Mississauga Students' Union, etc) within two (2) weeks of its approval by general members.