

Constitution of East African Community Club

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is **East African Community Club UofT**
- 1.2. The official acronym or abbreviation of the group is **EACC**
- 1.3. The mandate for the EACC is to embody our commitment to fostering a thriving community that celebrates the rich diversity of the East African region (defined here as including Burundi, Democratic Republic of Congo, Kenya, Rwanda, South Sudan, Tanzania, and Uganda) while promoting academic excellence, personal growth, and social responsibility. Through a range of activities and initiatives, we seek to create a supportive network where members can connect, learn, and empower one another to succeed socially, academically and professionally. With a focus on cultural education, community engagement, and advocacy, we aim to not only enrich the university experience for East African students but also contribute positively to the broader campus community and society at large.

2. Article Two – Membership and Membership Fee

- 2.1. The group shall maintain a list of group members.
- 2.2. Voting membership is open to all registered students of the University of Toronto.
- 2.3. Voting membership is open only to registered students of the University of Toronto.
- 2.4. Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.

3. Article Three – Rights of Members

- 3.1. All voting members have a right to attend all general meetings of members.
- 3.2. All voting members have a right to cast votes at all general meetings of members.
- 3.3. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.4. All voting members have a right to cast votes in all group elections and referenda.
- 3.5. All voting members have a right to propose and vote on amendments to this constitution.
- 3.6. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. Article Four - Executive Committee

- 4.1. All positions of the Council shall have a term of one (academic) year, beginning May 1st and ending on April 30th of the following year. The outgoing executive shall complete their existing duties for the year. Each member of the executive shall proudly represent EACC.
- 4.2. The Executive Committee shall be composed of seven (7) voting members.

- 4.3. All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.4. Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.5. 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.
- 4.6. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 4.7. 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.
- 4.8. The Executive may appoint Directors or Coordinators for various committees who do not hold executive decision-making authority and are not eligible to cast votes at meetings of the Executive Committee.

5. Article Five - Executive Committee Composition and Duties

5.1. The President shall:

- 5.1.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.2. Oversee the operations, management, and success of the group,
- 5.1.3. Serve as spokesperson for the group,
- 5.1.4. Hold signing and financial authority along with the Treasurer,
- 5.1.5. Preside over meetings of the Executive Committee and/or members,
- 5.1.6. Provides overall direction and vision for the club's activities and initiatives,
- 5.1.7. Ensure a transition of office from one year to the next.

5.2. The Vice-President shall:

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Assume duties of the President in their absence,
- 5.2.3. Ensure activities of the club comply with policies of the University of Toronto,
- 5.2.4. Be responsible for managing collaborations with community partners,
- 5.2.5. Shall be the liaison between the executive council and membership,
- 5.2.6. Coordinate organizational recruitment efforts.

5.3. The Principal shall:

- 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Maintain a list of group members,
- 5.3.3. Record notes and motions for meetings,
- 5.3.4. Manage the group email,
- 5.3.5. Manage the coordination of club logistics and administrative tasks,
- 5.3.6. In EACC executive elections, the Vice-President Internal shall be the Chief Electoral Officer, if they are not running for a position. If this is the case, a Chief Electoral Officer shall be appointed by the Executive Council.
- 5.3.7. Notify all members of general meetings.

5.4. The Treasurer shall:

- 5.4.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.4.2. Record all financial transactions of the group,
- 5.4.3. Hold signing and financial authority along with the President,

- 5.4.4. Maintain a budget of income and expenses,
- 5.4.5. Advise members on financial position of the group,
- 5.4.6. Fundraise for any events that may require additional funding,
- 5.4.7. Provides financial transparency and accountability to club members,
- 5.4.8. Prepare an annual budget for the group.
- 5.5. **The Events Coordinator shall:**
 - 5.5.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.5.2. Plans, organizes, and executes club events, workshops, and activities,
 - 5.5.3. Liaises with external vendors, speakers, and venues as needed,
 - 5.5.4. Ensures events align with the club's mission and objectives.
- 5.6. **The Public Relations Officer shall:**
 - 5.6.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.6.2. Manage group social media pages,
 - 5.6.3. Act as group moderator for community group chat,
 - 5.6.4. Create promotional material,
 - 5.6.5. Act as a liaison for the group.
- 5.7. **The Community Outreach Director shall:**
 - 5.7.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.7.2. In charge of forming and overseeing a sub-committee of founding country representatives,
 - 5.7.3. Build a relationship with other student groups on campus,
 - 5.7.4. Engage club members in volunteer opportunities and service activities,
 - 5.7.5. Organize community service initiatives.

6. Article Six – Elections

- 6.1. All voting positions on the Executive Committee shall be filled through an annual election.
- 6.2. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.
- 6.3. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
- 6.4. Non-voting group members shall not be eligible to cast a ballot for any elected position.
- 6.5. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
- 6.6. On the condition that multiple candidates are to be elected for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.
- 6.7. The elections must be held in an unbiased manner. No individual who is seeking election may participate in planning or administering the election.
- 6.8. For all unfilled positions, the remaining officers will share the duties and responsibilities until someone can be found to fulfill the positions(s) through a by-election and vote of simple majority (50% + 1)

7. Article Seven – Finances

- 7.1. The Treasurer shall keep an active record of income and expenses.
- 7.2. The Treasurer shall present the group's updates on the group's financial position at annual general meetings.
- 7.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 7.4. The group may not engage in activities that are essentially commercial in nature.
- 7.5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- 7.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 7.7. The group will not pay salaries to any of its officers.

8. Article Eight – Meetings

- 8.1. The Executive Committee shall meet a minimum of twice a month. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
- 8.2. The group shall hold general meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.
- 8.3. The Executive Committee must announce the date of a general meeting to the general membership at least two (2) weeks prior to the date of the meeting.

9. Article Nine - Termination of Membership

- 9.1. The Executive Committee may revoke the membership of 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.
- 9.2. A vote to revoke membership must be held at a meeting of the Executive Committee.
- 9.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.
- 9.4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.
- 9.5. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.
- 9.6. Following a termination of membership, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club.
- 9.7. Executive Committee members are subject to the same termination of membership process as general members.

10. Article Ten – Amendments

- 10.1. All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.
- 10.2. All voting members may propose and vote on amendments to the constitution.
- 10.3. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.
- 10.4. Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.