

Constitution of “Students For Action”

1. Name

The official name of this recognized campus group is “Students For Action”

The acronym or abbreviation of this group is: SFA

2. Purpose and Objectives

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

The purpose of "Students for Action" (SFA) is to mobilize students at the University of Toronto Mississauga (UTM) and beyond, who actively participate in identifying and addressing campus-wide and community issues impacting student life and well-being. Our organization is dedicated to creating a platform for dialogue, research, and action on various matters, including housing, transit, education quality, and more, with the aim of improving the overall student experience at UTM. It also exists to scrutinize the work of elected and non-elected officials responsible for, or tasked with taking action on important issues facing students, ranging from university administrators, to student union executives, to federal, provincial, and local political figures.

Mission: To provide UTM students with the tools, knowledge, and support needed to effect positive change in their community through taking social and political action, participating in democratic processes and scrutineering the work of elected and non-elected representatives and decision makers.

Vision: A UTM campus where student voices are heard and valued, and where students’ issues are translated into actionable change beyond just advocacy or lobbying – leading to an enhanced educational and living experience for all.

Goals:

1. To research and produce a comprehensive white paper once monthly as decided by the executive committee with or without being informed by the general membership, focusing on a different issue affecting UTM students, offering insights, recommendations, and calls to action.
2. To engage students and the broader university community through seminars, workshops, and advocacy campaigns, raising awareness about the issues highlighted in our white papers.
3. To collaborate with university administration, local government, and other stakeholders to advocate for the implementation of our recommendations.

Achieving Our Goals:

- **Research and Publication:** Our dedicated research team will conduct thorough investigations into pressing issues, culminating in the monthly publication of white papers. These documents will serve as the basis for our advocacy and awareness efforts.
- **Seminars and Workshops:** We will organize educational and engaging seminars and workshops aimed at equipping students with knowledge about the issues at hand and how they can contribute to solving them.
- **Outreach and Advocacy:** Through targeted outreach efforts, we plan to build relationships with key stakeholders and decision-makers, presenting our findings and lobbying for change.

- **Community Engagement:** Utilizing social media, campus events, and public campaigns, we aim to mobilize the student body and foster a culture of active democratic participation and effective advocacy to generate action on topics deemed of importance to the student body (as informed by the general membership of the club).

By employing a multifaceted approach involving research, education, and direct action, "Students for Action" seeks to create a significant, positive impact on the UTM campus and its students.

3. Membership

Membership to the group is open to all the University of Toronto members (students, staff, faculty and alumni).

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

The membership fee will be \$0 per year.

4. Executive List and Duties

The executive committee shall be composed of eight (8) elected officers. These include a President, VP External, VP Internal, VP Student Affairs, VP Integrity, VP Communications, VP Events, and Secretary.

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 VP Internal for financial purposes
- Preside over board meetings as well as general meetings
- Ensure cordial transition of office to the future Executives

Additional responsibilities may include:

- The introduction of new business for the executive committee to be voted on, discussed or otherwise deliberated
- The introduction of proposals for club work, tasks, or topics for white papers or other research

The Vice-President External shall:

- Assume duties of the President in his/her absence
- Act as a lead for external relations contact
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organizational recruitment efforts
- Accept additional responsibilities as operational needs may change

The Vice-President Internal shall:

- Assume duties of the VP External in his/her absence
- Assist in overseeing the various committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto

- Hold signing officer authority along with the VP Internal 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
- Accept additional responsibilities as operational needs may change

The Vice-President Student Affairs shall:

- Take lead on outreach to organizations, departments, and other stakeholders within the University of Toronto as needed to support the success of club initiatives
- Coordinate with associates, and volunteers to manage expectations of the club membership and represent club members' viewpoints at executive meetings
- Coordinate organizational recruitment efforts
- Accept additional responsibilities as operational needs may change

The Vice-President Integrity shall:

- Act as an equity and integrity officer, scrutinizing the actions of organizations, political and non-political bodies as needed and in line with any active initiatives of the club
- Oversee committees which consist of at least one general member of the club
- Support organizational recruitment efforts and outreach campaigns
- Accept additional responsibilities as operational needs may change

The Secretary shall:

- Make a list of all registered members
- Maintain the web sites and member contact list
- Record notes and motions for meetings by acting as a minute-taker
- Notify all members of meetings
- Handle official correspondence of the organization
- Accept additional responsibilities as operational needs may change

The VP Communications shall:

- Act as the primary Social Media and Outreach coordinator
- Manage all Social Media and outreach campaigns alongside the VP External
- Accept additional responsibilities as operational needs may change

The VP Events shall:

- Organize events, reservations and catering as needed and approved by the executive committee
- Maintain a budget of event-related expenses along with receipts
- Work with the VP Communications and other members of the executive committee as needed in order to organize and execute successful events
- Prepare and present budgets for events to the VP Internal prior to approval
- Accept additional responsibilities as operational needs may change

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 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 SEO shall select **three (3) election dates before March 30th 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 digital ballot on the voting dates and ask the member to cast their votes digitally during the voting period.

In preparation for a tie, the SEO shall select an executive from amongst the executive committee, to cast a special ballot in secret, directly to the SEO. In the event of a tie for an executive position, the SEO shall count the ballot in order to break the tie.

After the election is over, the SEO shall tally votes. 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.

Terms of executive positions shall be from May 2nd to May 1st.

6. Finances

The Treasurer shall keep records of all income and expenses. The VP Internal 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 any of its 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 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) within two (2) weeks of its approval by general members.

9. Associations

Any current or former executive member may at any time, by making a request in writing to any member of the executive, have their association with the club terminated, and digital records expunged. This includes but is not limited to social media posts containing names or images of the individual making the request. This rule shall only be amended through a 4/5ths majority vote of the whole club membership, including executive and general members.