

# Constitution of “True Peace Sangha U. of T. Student Group”

## 1. Name

The official name of this recognized student group is “True Peace Sangha U. of T. Student Group”.

This group does not have a specific acronym or abbreviation.

## 2. Purpose and Objectives

The purpose, objectives, mission and/or mandate of the organization is to provide university members with an opportunity to study and practice mindfulness on campus. Through several different kinds of facilitated collective meditation practice and group study and discussion, the group hopes to generate and encourage greater peace of mind amongst its members and by extension the U of T community.

The group will have a weekly collective meditation practice. It will also organize day-long workshops/practices throughout the year called “Days of Mindfulness” in which members will explore mindfulness meditation practices together in greater depth.

As long as there are members of the group who come regularly to practice together, the group’s objectives will be considered achieved.

## 3. Membership

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

Executive members with voting privileges must be currently registered students of the University of Toronto.

Staff, faculty, or alumni members may hold non-voting executive positions to a maximum of one (1) or ten per cent (10%) of the full executive body, whichever is greatest.

Current U. of T. students 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 any of the aforementioned rights. Members must register with a designated executive by submitting their full name and a valid email address.

There is no set minimum membership fee each year. Rather, the group prefers to accept financial donations from members who have the capacity to give. The group may also charge for some events in order to cover operating costs, honoraria for speakers, etc.

Any member of the club may apply for a refund within one (1) month of becoming a member. No refunds are permitted 30 days after the election periods.

For recognition by the University of Toronto Students’ Union (UTSU), the group must maintain a minimum of 30 members, a total of 51% of membership are UTSU members. The group must also

maintain recognition from the Office of Student Life. These requirements are subject to change and will be checked with UTSU annually to ensure qualifications are met.

#### **4. Executive List and Duties**

The executive committee shall be made up of three (3) current students at U. of T. and one (1) staff, faculty, or alumni members (who shall not hold voting rights). They shall arrange programs that serve the purpose of the group. Each member shall serve for a one year term, and may only serve in the same capacity for two consecutive terms.

The executive committee shall include the following positions, to be held by current students: President, Secretary, and Treasurer.

*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

*The Secretary shall:*

- Make a list of all registered members
- Maintain the web sites and member contact list
- Record notes and motions for meetings
- Notify all members of meetings
- Handle official correspondence of the organization
- Jointly with the Treasurer assume duties of the President in his/her absence

*The Treasurer shall:*

- Record all financial transactions of the group
- Hold signing officer 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
- Jointly with the Secretary assume duties of the President in his/her absence

The group may appoint Directors or Coordinators for its Elections Committee; however, such positions do not hold executive decision making authority. The group will not have any other committees.

#### **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 their actions. A two-thirds majority vote of the current members present in favour 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.

Upon termination, 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 Officer (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 unbiased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

The CRO Returning Officer shall accept nominations only from group members that are also registered current U. of T. students 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 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 CRO and Scrutinizers shall provide each U of T 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.

Current U. of T. students may not vote by proxy. Members who are not currently U. of T. students may not nominate or vote in elections.

Only current students 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**

The group is committed to being open, democratic, and inclusive.

### **A) Annual General Meetings (AGMs):**

The group shall hold an Annual General Meeting at least once per year.

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 once per term 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 current U. of T. student 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 current U. of T. student 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.