

*June 21, 2024*

# NuMonic Dance Team Constitution

University of Toronto Mississauga

June 21, 2024

**Article I: Name**

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

The acronym or abbreviation of this group is: NDT

**Article II: Purpose**

Our club’s purpose is to invite students to join a fun, social and welcoming club where students share the same passion for hip-hop dance and have the desire to advance their dance skills beyond their current capabilities. Our mission is to create a positive environment for students to express themselves through the love and passion for dance. We also wish to unite the UTM hip hop community by creating an atmosphere in which students will be able to grow and inspire each other. Our goals are to represent the University of Toronto Mississauga campus in regional dance competitions, to provide quality instruction from locally renowned choreographers through monthly workshops, and to allow each student a chance to learn from each other during weekly dance sessions. No prior dance experience is required for our club as we wish to give everyone a chance to express their passion for dance. For our competitive team, auditions will be held where a selected group of students displaying exceptional talent will continue on to compete in upcoming dance competitions. Members of the competitive team will be carefully selected by judges appointed by the executive team of the club. The workshops will help members build a core foundation to develop themselves as dancers. Choreographers from other universities and local teams will be invited monthly for members to learn various techniques of urban dance styles. Overall, our objective is to expose hip hop dance to the UTM community, along with providing a space for students to showcase their talent in a positive light.

**Article III: Membership**

Membership is open to all UTMSU members (UTM registered students). There is no fee for memberships this year (2024-25). Students can acquire a membership by signing up during clubs week, at a workshop, or by contacting an executive team member anytime during the school year. A membership is not required to attend events, however, by signing up as a general member of the club, students have the opportunity to work closely with club executives and team members in various NuMonic Dance Team events such as workshops, fundraisers, and more.

**Article IV: Executives**

***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 Finance Director for financial purposes
- Preside over board meetings as well as general meetings
- Ensure transition of office to the future executives
- Provides guidance to any of the executive roles as needed
- Assist in promoting and boothing for events

***The Secretary shall:***

- Make a list of all registered members
- Books space for rehearsals and meetings
- Record notes and motions for meetings
- Handle official correspondence of the organization
- Schedule meetings and workshops
- Run miscellaneous duties and small errands
- Take minutes for meetings
- Assist in promoting and boothing for events

***The Finance Director shall:***

- Record all financial transactions of the group
- Hold signing officer authority along with the President for financial purposes
- Advise members on the financial position of the group
- Maintain a budget of income and expenses along with receipts
- Prepare the UTMSU audits
- Assist in promoting and boothing for events

***The Marketing Executives shall:***

- Update NuMonic social media (ie. Facebook, Instagram, and Website) and keep the account active.
- Take photos and videos at events
- Create logos and advertisements for upcoming competitions, events, and apparel
- Contact guest choreographers for graphic content
- Send emails to members notifying them of monthly workshops and event dates
- Assist in promoting and boothing for events

***The Creative Directors shall:***

- Help coordinate with organizers/ other clubs that reach out about performances or collaborations
- Collaborate with other executives to create and plan each club meeting (choreography)
- Notify all team members via the team group chat of socials and on/off-campus events
- Ensure events run smoothly and that participants feel satisfied
- In charge of food, amenities, and booking locations for events
- Assist with hosting guest choreographers before and during the event
- Assist in promoting and boothing for events

**Article V: Meetings**

We will have two general meetings, one in the Fall semester and one in the Winter semester of the school year. Each general meeting will be open to everyone; this includes students, members, and non-UTM students. The first general meeting will be at the beginning of the Fall semester to discuss auditions for our competitive team, monthly classes, and the group's annual activity plan. Executive meetings will be held once a month at the beginning of each month to plan for upcoming events. Our second general meeting will be held as an Exec Panel and will be held during the Winter semester to celebrate our achievements, reflect on our year, and to talk about plans for the next year and potentially interest future executive candidates. All members will be notified about our general meetings two weeks in advance via mass email from our Marketing Associates.

**Article VI: Elections**

Our club will follow set election dates and procedures, including the procedure of nomination, majority vote and eligibility of vote, with the assistance of a CRO (Chief Returning Officer). Each year, we will adjust positions for September particularly for first-year students in an effort to encourage first-year student involvement. If election procedures are deemed to be unfair by reasonable standards, we understand that these results will be subject to petition by a member and a re-election will be held under the supervision of the UTMSU Clubs' coordinator.

Election Procedures:

- Our club will hold an election within the timeline of the UTMSU.
- Elections will be open to all interested candidates that are UTMSU-registered members of the club.

- Advertising for elections will take place over a period of at least one week. Advertising will be visible throughout campus and online. Mass emails will be sent to all UTMSU registered members of the club as well as the Clubs Coordinator and VP Campus Life prior to the week of accepting nominations.
- Our election will have a CRO (Chief Returning Officer) supervising the electoral process.
- A nomination period following the advertising period will be set for a period of one week. A campaign week will be held in the week following nominations' close.
- Elections will take place at a location designated for this purpose by the clubs' executives in the week following campaigning, consisting of a period of two or three days. In the case of a by-election, our club will still follow the above regulations.
- If no one opts to run in the election for a particular position, our former executives will collectively appoint a suitable candidate for that position. This candidate will be subsequently approved by the VP Campus Life.
- Any complaints that arise during the course of elections, or as a result of elections will be brought to the attention of the Clubs' Coordinator in a written format within 72 hours of the election.
- The Clubs committee withholds the right to nullify any club election results if evidence of gross misconduct has been found in the operation of the election.
- Non-occurrence of elections will result in the immediate effect of cancellation of club status.
- Non-submission of election results will result in later loss of club status through the Clubs Committee. If undemocratic election procedures are suspected, the election results or even the club status may be put forward to the Clubs Committee by the VP Campus Life.

### **Article VII: Removal From Office**

Removal from office will only occur after the VP Campus Life has issued **two** verbal warnings and the Clubs Committee has issued one written warning. The warnings will clearly state the problem(s) and the steps to be taken to resolve them.

After such a warning, if failed to oblige, the executives can proceed to hold a vote within the executive team to remove the member from the office. The vote should be supervised by the UTMSU, and the results shall be verified by the Club's Committee. The results of the vote should be two-thirds of the executives in favour of removal. In addition to the above guidelines, the UTMSU reserves the right to intervene as a mediator due to their

independence and objectivity in the matter. The VP Campus Life has the right to ensure the procedures were followed accordingly and to rectify the removal of office.

Alternatively, an executive member may be removed from office by the club itself for failing to perform his/her duties as defined by the club constitution and by-laws. Such removal will occur if, and only if, the following conditions are satisfied:

- a) A request be submitted to the VP Campus Life which should:
  - I: Be signed by at least 30% of the club membership or two-thirds ( $\frac{2}{3}$ ) of the club executive membership
  - II. Specify the alleged incidents of neglect of duty.
- b) Upon receipt of request, the council will hold a referendum within twenty days.
- c) In case of a council 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 VIII: Amendments to the constitution**

The constitution of a club must be subject to an amendment procedure that prevents arbitrary alterations to it. The ratification of a new constitution will be finalized via a membership vote of at least  $\frac{2}{3}$  majority during a General Meeting. All amendments must be approved by UTMSU before they are formalized. We have decided to change a few roles that will help improve our performance this year based on the current needs of the club.

- New and updates roles (See Article IV, Executives):
  - President (two positions)
  - Vice President
  - Secretary (two positions)
  - Finance Director (two positions)
  - Marketing Executive (two positions)
  - Creative Directors

The President will help us create a more direct line in decision-making. This will help our club run more effectively and work more efficiently. A Secretary will be able to assist our secretary in terms of room bookings and keeping track of all of our executives' CCR recognition status for their contribution and work. Two Marketing Executives will help us build a stronger marketing campaign and a better front to our online engagement.

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Three Creative Directors will be responsible for the coordination and organization of our events for the year.