

Constitution of “University of Toronto Students for a Free Iran (UTSFI)”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “University of Toronto Students for a Free Iran”
- 1.2. The official acronym or abbreviation of the group is “UTSFI”
- 1.3. UTSFI is an independent social organization that seeks to promote diversity and freedom for Iranians and Iranian-Canadians at the University of Toronto.
- 1.4. UTSFI seeks to create a safe and inclusive space for the Iranian and IranianCanadian academic community to engage with and preserve the Iranian cultural and historical heritage.
- 1.5. UTSFI acknowledges the unacceptable history of oppression based on gender, ethnicity, and religion in Iran. UTSFI has been formed to: (1) address this history of oppression, (2) preserve and document it, (3) and provide an open platform to the Iranian community to emerge as a free society from this history.
- 1.6. UTSFI is non-partisan and non-religious. While aiming to promote freedom, equality, and liberty for the Iranian community, UTSFI will not advocate the interest of any political and/or religious entity.
- 1.7. UTSFI is a non-profit organization. UTSFI will organize specific events and activities at a reasonable charge, but it will not engage in activities that are commercial in nature. UTSFI will not provide services for the monetary benefit of any private entity and/or third-party organization.

2. Article Two – Membership and Membership Fee

- 2.1. Membership of the group is open to the University of Toronto students, staff, faculty, and alumni.
- 2.2. The group shall maintain a list of group members.
- 2.3. Voting membership is open to currently registered students at the University of Toronto.
- 2.4. Voting membership is open only to currently registered students at the University of Toronto.
- 2.5. Non-voting membership is open to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.
- 2.6. The membership fee will be \$5 per year.

3. Article Three – Rights of Members

- 3.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.
- 3.2. All voting members have a right to attend all general meetings of members.

- 3.3. All voting members have a right to cast votes at all general meetings of members.
- 3.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.5. All voting members have a right to cast votes in all group elections and referenda.
- 3.6. All voting members have a right to propose and vote on amendments to this constitution.
- 3.7. 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. The term for all positions on the Executive Committee shall be from September 8th to September 7th of the next year.
- 4.2. The Executive Committee shall be comprised of six (6) voting members.
- 4.3. All voting members of the Executive Committee must be currently registered students at 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 two (2) 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.

5. Article Five - Executive Committee Composition and Duties 5.1. Voting members of the Executive Committee:

5.1.1. The President shall:

- 5.1.1.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.1.2. Oversee the operations, management, and success of the group,
- 5.1.1.3. Serve as spokesperson for the group,
- 5.1.1.4. Hold signing and financial authority along with the Treasurer, 5.1.1.5. Preside over meetings of the Executive Committee and/or members,
- 5.1.1.6. Ensure a transition of office from one year to the next.

5.1.2. The Vice President shall:

- 5.1.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.2.2. Assume duties of the President in their absence,
- 5.1.2.3. Ensure activities of the club comply with policies of the University of Toronto,
- 5.1.2.4. Coordinate organizational recruitment efforts.

5.1.3. The Secretary shall:

- 5.1.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.3.2. Maintain a list of group members,
- 5.1.3.3. Maintain the group website and member contact list,
- 5.1.3.4. Record notes and motions for meetings, 5.1.3.5. Notify all members of general meetings.

5.1.4. The Treasurer shall:

- 5.1.4.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.4.2. Record all financial transactions of the group,
- 5.1.4.3. Hold signing and financial authority along with the President,
- 5.1.4.4. Maintain a budget of income and expenses, 5.1.4.5. Advise members on financial position of the group, 5.1.4.6. Prepare an annual budget for the group.

5.1.5. The Public Relations Officer shall:

- 5.1.5.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.5.2. Promote the UTSFI to the outside bodies,
- 5.1.5.3. Organize external collaborations with other organizations,
- 5.1.5.4. Support event organization

5.1.6. The Technology Officer shall:

- 5.1.6.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.6.2. Maintain technological platforms and tools for the functions of UTSFI (e.g., the website)

5.2. Non-voting members of the Executive Committee 5.2.1.

The Appointed Technology Assistant shall:

- 5.2.1.1. Not eligible to cast votes at meetings of the Executive Committee,
- 5.2.1.2. Help with the technological operations of UTSFI such as the website,
- 5.2.1.3. This is an optional position on the executive committee and may remain empty.

5.1.2. The Appointed Events and Public Relations Assistant shall:

- 5.1.2.1. Not eligible to cast votes at meetings of the Executive Committee
- 5.1.2.2. Collaborate with the Public Relations officer to help organize UTSFI events,
- 5.1.2.3. Help with the logistics of UTSFI events,
- 5.1.2.4. This is an optional position on the executive committee and may remain empty.

6. Article Six – Elections

- 6.1. All voting positions on the Executive Committee shall be filled through an annual election.
- 6.2. Members of the Executive Committee shall be elected in a two-step election process: (1) a General Election, and a (2) Executive Election.

- 6.3. All voting group members shall be eligible to seek nomination and cast a ballot in the general election. The six (6) candidates with the most votes will be selected as members of the Executive Committee, the positions withstanding.
- 6.4. The elected members of the Executive Committee from the General Election shall be eligible to seek nomination to and cast a ballot for each voting Executive Committee position during an Executive Election.
- 6.5. The Executive nominee winning the plurality of votes cast in the Executive Election for each position shall be deemed the winner.
- 6.6. On the condition that multiple Executive 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 Executive Election shall be held by the end of the first meeting of the newly elected members of the Executive Committee.
- 6.8. All non-voting group members shall be eligible to seek nomination only for nonvoting positions on the Executive Committee.
- 6.9. Non-voting group members shall not be eligible to cast a ballot for the General Election.
- 6.10. The elections must be held in a nonbiased manner. No individual who is seeking election may participate in planning or administering the election.

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 monthly. 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 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.