

# **Constitution of Fintech Association**

## **1. Name**

The official name of this recognized campus group is “Fintech Association”

The acronym or abbreviation of this group is: “FA”

## **2. Purpose and Objectives**

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

Our mission at UTM Fintech Association is to unite individuals driven by a common interest in technology, finance, algorithms, and machine learning. Through dynamic events including networking nights, case competitions, conferences, and themed meetings, we create a platform for like-minded enthusiasts to connect and collaborate. By exploring the intersection of technology and finance, we aim to unlock new horizons in the world of fintech and empower our members to seize exciting opportunities. Together, we strive to shape the future of finance through innovation and knowledge sharing.

## **3. Membership**

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

There will not be any fees associated with Fintech Association’s membership. As such, there will also be no refund process regarding membership fees. The club stands by the goal of being open to any and all interested UofT students.

All U of T fee paying members and UTMSU members that are registered as club 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 an executive by submitting their full name and a valid email address.

The group must maintain a minimum of 25 members, a total of 51% of membership are UTMSU members.

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

The executive committee shall be composed of six (5) elected officers. These include President, Vice President of Finance, Vice President of Technology, and two (2) Vice Presidents of Marketing.

*The President shall:*

- Oversee the operations, management and success of the group
- Make a list of all registered members
- Be the spokesperson for the group
- Hold signing officer authority along with the Vice President of Finance for financial purposes
- Preside over board meetings as well as general meetings
- Ensure transition of office to the future Executives
- Assist in the maintenance of the club website
- Oversee the events and projects committees

*The Vice President of Marketing shall:*

- Oversee the social and recruitment committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organizational recruitment efforts
- Communicate member opinions, interests, and feedback to the executive board

- Maintain the club's social media accounts

*The two (2) Vice Presidents of Technology shall:*

- Maintain the web sites and member contact list
- Record notes and motions for meetings
- Handle official correspondence of the organization
- Assist in overseeing the events and projects committees
- Notify all members of meetings

*The Vice President of Finance 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
- Prepare and submit bi-annual audits to the UTMSU

*The Vice President of the Internal shall:*

- Assume duties of the President in his/her absence
- Arrange regular internal club meetings
- Assist other executives and teams in planning, organizing, and executing events
- Engage with club members to gather feedback during club activities
- Address and mediate any internal conflicts, ensuring a harmonious club environment

*The Vice President of Outreach shall:*

- Develop relationships with external organizations to enhance the club's presence
- Plan, organize, and execute outreach initiatives and programs
- Identify and establish strategic partnerships with other organizations
- Identify funding opportunities, prepare grant proposals, and lead fundraising efforts
- Work closely with other executives and teams within the club to align outreach efforts

*The Vice President of Events shall:*

- Lead the planning, organization, and execution of all club events
- Develop and maintain an annual event calendar
- Identify, negotiate with, and manage relationships with vendors and venues
- Develop strategies to maximize member and public attendance at events
- Maintain detailed records of event planning processes, outcomes, and feedback

The group will appoint Directors or Associates for various committees that work under the executive team such as social committee, publicity committee, and as seen fit by the executive board for the events and projects planned for the upcoming year; 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 team may create additional positions each September especially in an effort to encourage first-year student involvement.

The executive committee shall strike the Elections Committee and appoint one (1) Chief Returning Officer (CRO) from the general members on the committee to conduct and hold elections in March. A Chief Returning Officer (CRO) must be appointed to supervise the elections. The CRO must be an unbiased third party to the election, and must be approved by the outgoing executives and the Campus Groups Coordinator. The CRO must not be running for a position on the incoming executive team.

The CRO Election Officer shall accept nominations only from group members that are also registered U of T fee paying members 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.

Election Timeline:

- Advertising Period: Advertising for elections is required and is to take place for a minimum of one week. Mass emails should be sent to all UTMSU registered members of the group

- Nomination Period: All members who are interested in running for an executive position are able to self-nominate during this time. This will be overseen and managed by the CRO.
- All Candidates Meeting: A meeting with all the candidates must be held to go over the elections rules. This meeting is mandatory for all future candidates, and if unable to attend, they must send a representative.
- Campaign Period: During this time, candidates are able to campaign themselves to the Campus Groups's membership.
- Voting Period: Registered UTMSU members will be able to vote for their incoming executives during this time. The CRO shall host the election through U of T's simply voting system.

In preparation for a tie, the SEO 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 shall count the ballots through the simply voting system. The candidate with the most votes shall be elected to the position. The CRO shall submit a report of the results of the elections to the Executive Committee and general members. If election procedures are deemed to be unfair by reasonable standards by the Clubs Committee or the Academic Societies Affairs Committee, these results will be subject to a petition by a member and re-election will be held under the supervision of the UTMSU Campus Groups Coordinator.

#### Election Policies:

Any complaints that arise during the course of elections, or as a result of elections must be brought to the attention of the Campus Groups Coordinator in a written format within 72 hours of the election.

The Clubs Committee and ASAC withhold the right to nullify any group's 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 a group's status. Non-submission of election results will result in later loss of group recognition status through the Club's Committee or ASAC. If undemocratic election procedures are suspected, the election results or even the group status may be put forward to the Clubs Committee/ASAC by the VP Campus Life or VP University Affairs.

Terms 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**

### **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 51% 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% 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 51%+ 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, The University of Toronto Mississauga Students' Union, etc) within two (2) weeks of its approval by general members.