

# Constitution of “Global Spark - University of Toronto Student Chapter”

## 1. Name

The official name of this recognized campus group is “Global Spark - University of Toronto Student Chapter ”

The acronym or abbreviation of this group is: Global Spark - UofT Student Chapter

## 2. Purpose and Objectives

Our mission is to spark the next generation of leaders, ideas, and solutions to tackle the world’s most pressing challenges. Global Spark educates and mobilizes thousands of university students in STEM, business, and social sciences in social entrepreneurship and global development.

Our goals are:

- To provide an immersive and interactive learning experience for multidisciplinary students at UofT and beyond to understand social entrepreneurship and global development
- To help create the next generation of global thinkers to solve the world’s toughest problems

Our methodology:

Every year, we host several professional development events for students at UofT and beyond to participate in. Since its inception in 2017 as Global Engineering Week, Global Spark has impacted over 5,000 students at U of T alone. Activities include:

- A keynote speaker series from industry and academia (past speakers have included Professors Amos Winter and Dan Frey from MIT)
- A social impact hackathon: Through this event, participants will be challenged to understand the key stakeholders involved, the economic and long-term feasibility of proposed solutions, and the unintended consequences of actions. This multidisciplinary social hackathon bridges the gap between international development, business and engineering.
- A social impact consulting program: where students work with real-life non-profit organisations to solve a problem for them, with the support and mentorship of young professionals experienced in non-profit work and consulting. Through this, students gain hands-on experience interacting with community organizations, developing and pitching pragmatic real-world solutions, and receive direct mentorship.
- Curriculum integration: We have partnered with the UofT Engineering Faculty since 2017 to introduce real-life global development case studies, speakers, examples, and readings into the engineering curriculum and beyond, impacting 2,500 students in the classroom alone.

## 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 comprised of at least three (3) officers. These include at least 1 Executive Director, Heads of various committees, and a Managing Director of Finance.

*The Executive Director(s) shall:*

- Oversee the operations, management and success of the group
- Be the spokesperson for the group
- Hold signing officer authority for financial purposes
- Preside over board meetings as well as general meetings
- Ensure transition of office to the future Executives

Additional responsibilities may include:

- Maintain relationship with the university and faculties
- Connect with potential sponsors and keynote speakers from the industry

*The committee Heads shall:*

- Oversee the various committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organisational recruitment efforts
- Handle official correspondence of the organisation

Additional responsibilities may include:

- Manage relationships with other clubs at the University of Toronto
- Build and maintain relationships with faculties and professors

*The Managing Director 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
- Maintain the web site and member contact list

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 Executive 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) Chief Returning Officer (CRO) and two (2) Scrutinizers from the general members on the committee to conduct and hold elections in April-May. 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 CRO Returning 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 CRO shall select 1 election date before April 30<sup>th</sup> for the voting period. This date will be announced in a minimum of two (2) weeks prior to elections date and must fall on a weekday.

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.

Registered U of T members may not vote by proxy. Non-U of T members may not nominate or vote in elections.

Term of executive positions shall be from May 1st to April 30th.

## **6. Finances**

The Treasurer shall keep records of all income and expenses and lead the budgeting process. 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 to budget 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 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 bi-weekly 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. The Office of Student Life, The University of Toronto Students' Union, etc) within two (2) weeks of its approval by general members.