

## Constitution of “ Law and Business Association UTSG”

### 1. Article One – Name and Purpose

1.1. The official name of the recognized student group is “Law and Business Association UTSG”

1.2. The official acronym or abbreviation of the group is “LBASG”

1.3. The purpose, objectives, mission and/or mandate of the organization is to bring together students interested in a career in law and/or business through networking, educational, and social opportunities with like minded students and professionals in both industries.

### 2. Membership and Membership Fee

2.1. The group shall maintain a list of group members.

2.2 Voting membership is open to all registered students of the University of Toronto.

2.3. Voting membership is open only to registered students of the University of Toronto

2.4. Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.

2.5. The membership fee will be \$0 per year.

### 3. Rights of Members

3.1. All voting, appointed, and general members have the right to attend leadership meetings

3.2. All members have a right to stand for election

3.3. All members have a right to cast votes in all group elections and referenda.

3.4. All voting members have a right to propose and vote on amendments to this constitution.

3.5. General members are those who sign up to the club

3.6. General members receive priority access to club activities and events

3.7. General members can broach formal requests to the executive committee in regards to club action and activity

### 4. Executive Committee

4.1. The Executive Committee may also be referred to as Presidential Committee

4.2. The term for Executive Committee shall be May 1 - April 30

- 4.3. The Executive Committee shall be composed of the leaders of four (4) departments: Logistics, Events, Finance, Marketing.
- 4.4. All members of the executive committee shall be voting members of the club
- 4.5. All members of the executive committee must be registered students at the University of Toronto
- 4.6. Only the Executive Committee can serve as a 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.
- 4.8. The Executive may appoint Vice Presidents and Managers for various committees who do not hold executive decision-making authority and are not eligible to cast votes at meetings of the Executive Committee.

## 5. Article Five - Executive Committee Composition and Duties

### 5.1. The President(s) of Logistics shall:

- 5.1.1. Oversee the operations, management, and success of the group,
- 5.1.2. Serve as spokesperson for the group,
- 5.1.3. Manage internal structure and operations of the club
- 5.1.4. Ensure a transition of office from one year to the next.

### 5.2. The President(s) of Events shall:

- 5.2.1. Oversee events team
- 5.2.2. Plan and oversee events held by the club
- 5.2.3. Ensure activities of the club comply with policies of the University of Toronto

### 5.3. The President(s) of Marketing shall:

- 5.3.1. Manage social media
- 5.3.2. Maintain a list of group members
- 5.3.3. Maintain the group website and member contact list
- 5.3.4. Market club for member recruitment
- 5.3.5. Market club events
- 5.3.6. Ensure member attendance at meetings

### 5.4. The President(s) of Finance shall:

- 5.4.1. Record all financial transactions of the group,
- 5.4.2. Hold signing and financial authority

5.4.3.Maintain a budget of income and expenses, 5.4.4.Advise members on financial position of the group, 5.4.5.Prepare an annual budget for the group.

## 6. Article Six - Leadership Committee Composition and Duties

6.1. The leadership committee shall be composed of one (1) vice president and two (2) managers per department totalling four (4) vice presidents and (8) managers

6.2. The leadership committee shall be composed of appointed officials chosen by the elected executive committee on the basis of written applications and interviews

6.3. The leadership committee is required to attend leadership meetings to plan club activities, events, and manage necessary functional aspects of the club

6.4. The leadership committee roles are divided by workload, with the vice president receiving more workload than the managers and the managers receiving equal workload

## 6. Article Six – Elections

6.1. All voting positions on the Executive Committee shall be filled through an annual election upon graduation of founders.

6.2. All group members shall be eligible to seek nomination to and cast a ballot for each voting position.

6.3. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.

6.4. On the condition that multiple 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.

6.5. The elections must be held in a non-biased manner. No individual who is seeking election may participate in planning or administering the election.

6.6. For all unfilled positions, the remaining officers will share the duties and responsibilities until someone can be found to fulfill the positions(s) through a by-election and vote of simple majority (50% + 1)

## 7. Article Seven – Finances

7.1. The President of Finance shall keep an active record of income and expenses.

7.2. The President of Finance 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 a 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 an executive 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.