

Constitution of “The University of Toronto New Democratic Party Club”

1) Name

The official name of this recognized student group is “The University of Toronto New Democratic Party Club”

The acronym or abbreviation of this group is: “UofT NDP”.

2) Purpose and Objectives

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

- (1) Promote the New Democratic Party and the virtues of democratic socialism at the University of Toronto and electoral ridings within Toronto;
- (2) Promote the concerns of UofT NDP’s club members within the provincial and federal New Democratic parties;
- (3) Host events and provide networking opportunities for our membership;
- (4) Provide a forum to discuss policy and political happenings;
- (5) Work for the election of campus, municipal, provincial, and federal New Democrats (or ideological equivalents);
- (6) And Function as an official Ontario New Democratic Youth (ONDY) campus club.

3) Membership

- 1) Membership in the UofT NDP club must be open to all members of the University of Toronto community. Students, staff, faculty, and alumni are welcome to become members of the group, however, non-students may not become executives, may not nominate others to become executives, may not vote in elections, and may not propose and vote on constitutional amendments.

Individuals not affiliated with the University of Toronto may also join the club, however, they are subject to the same restrictions as non-students mentioned above.

- 2) Certain people external to the University community have ex official non-voting membership in the club (i.e. have automatic speaking rights at meetings. Non-members may also have speaking rights at meetings) These ex official members are:
 - a. The SAC Clubs Commissioner and Deputy Commissioner, as well as any Clubs Commission members delegated to attend a meeting;
 - b. A representative of the University;
 - c. Any NDP or ONDP representative (including elected officials); and
 - d. Any member of the ONDY executive.
- 3) Termination of membership.

- a. Membership may be terminated on two bases:
 - a. For actively and openly supporting another political party, in opposition of the purposes of the club, as stated in s. II; and
 - b. ii. For gross misconduct of another sort.

- b. Termination of a membership must be the unanimous decision of the executive in attendance at the specific meeting where such matter is in the agenda. The decision applies immediately. Should the member in question be an executive, that person is not allowed to vote on the resolution.

- c. Upon this decision, the member must be informed by both email and telephone, if possible, and record must be kept of this communication.

- d. Should the (ex-)member wish to appeal, they must bring an appeal to one of the next two club meetings. For the decision to expel the member to be upheld, it must be passed by a two-thirds majority. The (ex-)member is considered to be a non-voting member with full speaking rights.

- e. If the number of voting members at the meeting in d. is lower than the quorum for a General Meeting, a General Meeting must be called for no later than three (3) weeks from that date, and the debate on the (ex-)member's status will be held off until then, at which point the same procedure applies as in d.

4) Executive List and Duties

The executive of the UofT NDP will manage the organization between club meetings. The executive committee shall be composed of at least three (3) elected officers. These include two Co-Presidents and a Secretary-Treasurer.

All elected members are expected to:

- Attend all meetings or inform the rest of the executive team if they are unable to attend a meeting.
- Assist with projects that the club is working on - including recruitment, events, and campaigns.
- Be committed to promoting progressive, New Democratic dialogue at the University of Toronto

A Co-President shall:

- Oversee the operations, management and success of the group
- Be the spokesperson for the group
- Hold signing officer authority along with the Secretary-Treasurer for financial purposes
- Ensure transition of office to the future Executives
- Coordinate organizational recruitment efforts
- Organize and exercise leadership at all functions
- Act as the liaison to other clubs at the University
- Perform the task of being the main representative of the UofT NDP club

- Oversee the various committees, events, campaigns, and activities of the club

The Secretary-Treasurer shall:

- Record and maintain all financial transactions of the group
- Oversee and maintain budgets/accounts and financial statements
- Prepare and present budgets
- Manage bank accounts
- Hold signing officer authority along with a Co-President for financial purposes
- Advise members on financial position of the group
- Take minutes and notes during meetings

The Co-Director(s) of Media shall:

- Research, write, edit, and proofread all social media content that is posted by UofT NDP
- Create and schedule regular social media posts for the UofT NDP's various social media accounts (Instagram, Twitter, Facebook, etc...)
- Implement and manage social media campaigns

The Events Planner:

- Develops strategies to improve community engagement and strengthen UofT NDP's presence on campus.
- Encourages participation and awareness of UofT NDP, it's events, campaigns, and events.
- Organize community events and programs for the public

The group may appoint various Directors or Coordinators for committees (such as an equity committee or a tabling committee), 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 vote will be held at an executive meeting, and a two-thirds majority vote of the current executives 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 create an Elections Committee by appointing one (1) Chief Returning Officer (CRO) from the club's general members to conduct and hold elections in April. 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 registered U of T students for voting positions, and staff, faculty, or alumni members for non-voting executive positions from the general membership before the beginning of April. 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 an election date before April 30th. This date will be announced in a minimum of two (2) weeks prior to election date and must fall on a weekday.

Voting will be done electronically, allowing members to vote asynchronously for a twenty-four hour period. The CRO shall create, as well as ensure the integrity and results of, a digital voting form.

All elections, regardless of the given position, will use a ranked-choice ballot. Should no candidate receive fifty percent of the vote in the first round of counting, the candidate who received the least votes will be removed from consideration and their second-choice votes will be distributed. This process will be repeated until a candidate receives at least fifty percent of cast votes.

After the election is over, the CRO shall verify the integrity of the results and report the results of the elections to the Executive Committee and general members.

Non-registered students may not vote in elections. Proxy votes are not allowed.

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

6) Finances

The Secretary-Treasurer shall keep records of all income and expenses. The Secretary-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) General Meetings:

The group shall hold general meetings at least once per term, i.e. two (2) times per academic year.

The Executive Committee will announce these dates one (1) week 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 1/2 of registered members in attendance for a vote to be cast. Motion which receive at least fifty percent support will be passed.

b) Executive Meetings:

The executive committee shall meet on a biweekly basis where dates and times are to be set by the executive. The quorum of executive meetings shall be half of the executive team.

8) Amendments

Any registered U of T students 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 a 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.