

# Constitution of the University of Toronto Mississauga Esports

## Name

The official name of this campus group is "*University of Toronto Mississauga Esports*".

The official abbreviation for this group is "*UTM Esports*". The club was formerly known as *University of Toronto Mississauga League Association*, abbreviated as *UTMLA*.

## Purpose and Objectives

The mandate of the organization is as follows:

- To create a student community for various online games, regardless of genre. (First Person Shooters (FPS), Multiplayer Online Battle Arena (MOBA), Real-Time Strategy (RTS), Fighting Games, Online Card Games, etc);
- To enable discussion and education about the game, community, and competitive scene;
- To hold casual and competitive events, which can be for prizes or de-stressors;
- To foster players' talent, so as to improve their skills while promoting the importance of sportsmanship;

## Membership

Full rights to run, nominate, and vote in elections and constitutional amendments are only open to UTMSU members. Persons from outside the University may still participate in club events, but cannot be regarded as official members.

Persons seeking full membership must register using the available membership form by filling out their full name, UofT email address, student number, and UTORid. There is no monetary cost to a club membership. Any member on the club mailing list is considered a general member of UTM Esports.

To maintain recognition by the University of Toronto Mississauga Students Union (UTMSU), the group is to maintain a minimum of twenty-five (25) members, of which 100% must be UTMSU members. Outside of these 25, restrictions do not apply. The group is also to maintain recognition by the Office of Student Life. These requirements are subject to change and will be checked annually with the UTMSU to ensure qualifications are met.

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## Executive List and Duties

The executive committee will consist of eleven elected officers, each holding an executive position; these positions being President, Vice-President, Treasurer, Events Coordinator, Game Head (3), Communications Manager, Sponsorship Director, Content Manager, and Graphics Designer.

The President's duties include, but are not limited to:

- Overseeing the operations, management, and success of the group;
- Being the spokesperson for the group;
- Holding signing officer authority for financial purposes;
- Presiding over both executive and general meetings;
- Ensuring transition of office to future executives

The Vice-President's duties include, but are not limited to:

- Assuming the duties of the President in their absence;
- Overseeing any committees and events;
- Notifying members of club events and meetings;
- Holding signing officer authority for financial purposes

The Treasurer's duties include, but are not limited to:

- Ensuring that the club's activities comply with the regulations and policies of the University;
- Holding signing officer authority for financial purposes;
- Recording financial transactions of the group;
- Holding signing officer authority for financial purposes;
- Advising members on the financial position of the group;
- Preparing a summary of the group's financial health for general meetings, as well as budgets for individual events;
- Handling the bi-annual audits for the UTMSU

The Events Coordinator's duties include, but are not limited to:

- Planning, designing, and coordinating club events;
- Oversee the event process and be responsible for matters leading up to and including the running of the event;
- Ensure that events and activities held by the club are in line with the objectives, purposes, and the spirit of the club;
- Establish the club presence

The Game Heads' duties include, but are not limited to:

- Managing events for their respective game(s);
- Enforcing rules and regulations on the participants of the event;
- Providing assistance to participants;
- Collaborating with other executives at the event to ensure a healthy environment for participants;
- Resolving problems and issues as they occur for their respective games;

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The Communications Manager's duties include, but are not limited to:

- Establishing a network of communication between executives and members of the club;
- Communicating with external groups or companies on behalf of the club;
- Informing members of events through email or social media;
- Maintaining the social media platforms of the club (Facebook, Twitter, etc.)

The Sponsorship Director's duties include, but are not limited to:

- Actively seeks out promising sponsorship opportunities;
- Is the primary communication between the club and any potential sponsors;
- Collaborates with sponsors and event leads to incorporate sponsorship deals into the events;
- Accompanies the President on any online/in-person meetings between the sponsor and the club

The Content Manager's duties include, but are not limited to:

- Managing Twitch streams for collegiate games;
- Overseeing YouTube channel and its art direction;
- Managing the media production team

The Graphics Director's duties include, but are not limited to:

- Designing images that are used to promote club activities;
- Providing assistance in the distribution of club advertisements;
- Assisting with the promotion of the club's social media

The executive committee retains the right to appoint Directors, Associates, and Coaches for various committees, events, or duties when seen fit; however, these positions can be closed by the executive committee, and do not wield any executive decision-making authority.

## Termination of Executives or General Members

### General Members

Any member who is found to commit an act or acts that negatively affect the interests of the club and its members, including non-disclosure of a significant and/or continuing conflict of interest, may be given notice of removal at any time. The member up for removal will have the right to defend their actions, and a simple majority vote (of 51%) in favour of removal is required to proceed with the action. The member will have the right to appeal before the general membership.

Any member removed in this way will be removed from the club's membership and lose any rights and privileges associated with being a member of the club.

### Executives

Executive members are immune from immediate removal from the club, and must first be impeached from their executive position(s).

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In order to impeach an executive member, a vote of the general membership must be held, and a two-thirds majority must be in favour of the impeachment for the decision to go through. In the event of impeachment, the remaining members of the executive committee will appoint a new executive member to fill the newly opened position, subject to the approval (by vote) of 51% of the general membership.

Impeached executives who do not subsequently lose their membership retain the right to run for election again. However, any club member who loses their membership loses the right to run for election again, regardless of whether they regain membership to the club.

## Appeal

To regain membership as an executive or a member they must both follow the same process of contacting a club executive or writing a letter to [esports@utmsu.ca](mailto:esports@utmsu.ca) after a full academic year. Finally, membership will be reinstated based on the executive committee's decision on this request.

## **Elections**

Campus Groups must follow set election dates and procedures, including the procedure of nomination, majority vote, and eligibility of vote. Students may create additional positions in September particularly for first-year students in an effort to encourage first-year student involvement. 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 Procedures:

- All registered groups must hold an election in the Winter Semester, following the timeline set by the UTMSU
- 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.
- Elections must open to all interested candidates who are UTMSU registered members of the group.

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.

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- All Candidates Meeting: A meeting with all the candidates must be held to go over the election 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 will organize the voting platform.

## 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.

In the event of a tie, the two candidates tied for any position will be voted upon again, and if the result is identical to the previous the executive committee will interview both candidates and come to a decision.

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.

## **Finances**

The Treasurer is responsible for keeping a record of all income and expenses and will present a summary of the group's financial health at general meetings. The executive committee will vote by majority on expenditures over \$100 at executive meetings.

The group's executives and members may not use the organization or its name to engage in activities for personal financial profit. This does not preclude the collection of membership fees, event fees, or any other legitimate fundraising for the financial benefit of the club.

## **General Meetings**

The group shall hold general meetings at least once per academic term, i.e. twice per academic year.

The Executive Committee will announce the dates of these meetings one (1) week prior to holding said meetings. These meetings are intended, but not required, to go over the group's annual activity plan, financial health, and any proposals to vote on constitutional amendments. All motions begun by general members will require a two-thirds (2/3) majority of registered members to be in attendance for a vote to be cast. Motions that receive a simple majority vote to pass will be passed.

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## Executive Meetings

The executive committee will meet on at least a monthly basis, and the date and time are set by the President. A minimum of 51% of executives must be in attendance for an executive meeting to be held.

## Amendments

Any registered UTMSU member may propose and vote on amendments to this constitution. The Executive Committee will administer the process of discussing amendments at general meetings. Constitutional amendments proposed or sponsored by a general member require a 51% majority of votes to be passed at general meetings.

Following a successful amendment to this constitution, the Executive Committee will formally adopt the new constitution and submit it to all relevant University offices (the Office of Student Life, the University of Toronto Students' Union, etc) within two (2) weeks of its approval and formal adoption by the club.

## Collegiate Team

A competitive team can be made subject to and at the discretion of the current club executive members. The competitive team, also known as a "Collegiate Team" would be responsible for participating in competitions as part of their club activity. Competitive/Collegiate Teams are an extension of the club/must represent UTM e-Sports or the club specifically. At any point, any team member/competitor must notify the club manager (if there is one) and/or the club executives whenever they are participating in other competitions/teams.

The esports club manages the team, and the executive committee will hire a coach based on a variety of factors including their experience in the field, as well as their current status in the community of their respective game.

## Team Creation Process

- Individuals and/or Parties who express interest in creating a competitive team must fill out the UTM Esports Collegiate Team Creation Application
- Individuals and Parties must have a minimum of 40% of the Collegiate team assembled at the time of request
- UTM Esports will provide assistance in structuring teams for the individuals and/or parties during an agreed-upon timeline between the UTM Esports Executive Team and individuals/parties.

## Dissolvement Process (Initiated by UTM Esports)

- If the UTM Esports Executive team deems that a team isn't fulfilling the requirements set, the team will be given a one-month probation period to comply with the requirements
- If teams fail to comply with the requirements during probation, the UTM Esports Executive team reserves the right to move forward with dissolving the team
- If UTM Esports feels that its brand is being negatively impacted or defamed, UTM Esports reserves the right to give the team in question a warning or move forward with the dissolvent

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## Disbanding Process

- The Competitive/Collegiate Teams need to provide a professional document, a template provided by UTM Esports, to state reasons for disbanding the team
- More Than 60% of players must be in acceptance of disbanding in addition to the Team Manager and Coach
- UTM Esports Executive team will go over the document to approve of a disbandment for teams

## Rules and Responsibilities

- Must be competing in a minimum of 1 game/match per month in any tournament
- 8 hours a month or up to the coach/manager's discretion