

# **Constitution of the University of Toronto Rocket Riders — The Student Transit Forum**

## **Preamble**

The University of Toronto Rocket Riders - The Student Transit Forum is an independent, non-partisan student group which aims to represent the interests of students as they relate to transit policy in Toronto and serve as a social club for said students. The name derives from the famous Toronto Transit Commission (TTC) slogan, “Ride the Rocket”. The Rocket Riders seek to address the lack of an organization at the University of Toronto’s St. George campus that advocates for student interests in transit issues. The Rocket Riders will serve to hold the University of Toronto Students’ Union, the university administration, and relevant levels of government to account.

### **1. Article One – Name and Purpose**

- 1.1. The official name of the recognized student group is the “University of Toronto Rocket Riders — The Student Transit Forum”.
- 1.2. The official abbreviation of the group is “University of Toronto Rocket Riders”, “U of T Rocket Riders”, “Student Transit Forum”, or “Rocket Riders”.
- 1.3. The mission of the organization is to:
  - 1.3.1. Advocate for the interests of students who take public transit in Toronto,
  - 1.3.2. Serve as a non-partisan student forum for transit issues,
  - 1.3.3. Hold transit-oriented events to gather like-minded students,
  - 1.3.4. Promote the visibility of transit issues in the university community,
  - 1.3.5. Represent student interests on transit issues to relevant university and government officials.

### **2. Article Two – 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 shall be \$10.00 per year. The Executive Council may, from time to time, vote to temporarily lower the membership fee as a promotional measure.

- 2.6. The Executive Council may, by resolution, confer honorary memberships upon individuals, which shall be free-of-charge, carry none of the privileges and rights conferred to substantive members, and not expire unless revoked by future resolutions or a majority vote of the general membership.

3. **Article Three – Rights of Members**

- 3.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.
- 3.2. All voting members have a right to attend all general meetings of members.
- 3.3. All voting members have a right to cast votes at all general meetings of members.
- 3.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.5. All voting members have a right to cast votes in all group elections and referenda.
- 3.6. All voting members have a right to propose and vote on amendments to this constitution.
- 3.7. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. **Article Four - Executive Council**

- 4.1. The term for all positions on the Executive Council shall be from May 1st to April 30th.
- 4.2. The Executive Council shall be composed of six (6) voting members.
- 4.3. All voting members of the Executive Council must be currently registered students of the University of Toronto.
- 4.4. Non-voting members may hold only non-voting positions on the Executive Council.
- 4.5. The maximum number of non-voting positions on the Executive Council shall be one (1) position or ten per cent (10%) of the positions on the Executive Council, whichever is greatest.
- 4.6. Persons holding non-voting positions on the Executive Council cannot serve as an officer, 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 Co-Presidents may appoint Directors or Consultants for various purposes who do not hold executive decision-making authority, are not ex officio members

of the Executive Council, and are not eligible to cast votes at meetings of the Executive Council.

- 4.8.1. Said Directors or Consultants may attend meetings of the Executive Council at the invitation of the Co-Presidents.
- 4.9. The Co-Presidents may create ad hoc committees and working groups for various purposes, which shall report to the Executive Council, whose members are to be drawn from the general membership.

## 5. **Article Five - Executive Council Composition and Duties**

- 5.1. There shall be two **Co-Presidents**, who shall:
  - 5.1.1. Be elected collectively on a joint ticket,
  - 5.1.2. Be eligible to cast votes at meetings of the Executive Council,
  - 5.1.3. Collectively oversee the operations, management, and success of the group,
  - 5.1.4. Collectively serve as spokesperson and chair for the group,
  - 5.1.5. Hold signing and financial authority along with the Secretary of Finance,
  - 5.1.6. Preside over meetings of the Executive Council and/or members,
  - 5.1.7. Assume the duties of the chair in the absence of the other Co-President,
  - 5.1.8. Represent the Rocket Riders externally in meetings with other groups, government and university officials, and at events,
  - 5.1.9. Ensure activities of the club comply with policies of the University of Toronto,
  - 5.1.10. Coordinate organizational recruitment efforts,
  - 5.1.11. Ensure a transition of office from one year to the next.
- 5.2. There shall be one **Secretary of Finance**, who shall:
  - 5.2.1. Be eligible to cast votes at meetings of the Executive Council,
  - 5.2.2. Record all financial transactions of the group,
  - 5.2.3. Hold signing and financial authority along with the Co-Presidents,
  - 5.2.4. Maintain a budget of income and expenses,
  - 5.2.5. Advise members on financial position of the group,
  - 5.2.6. Prepare an annual budget for the group.
- 5.3. There shall be one **Secretary of Communications**, who shall:
  - 5.3.1. Be eligible to cast votes at meetings of the Executive Council,
  - 5.3.2. Maintain a list of group members,
  - 5.3.3. Design and maintain digital resources and the member contact list,
  - 5.3.4. Develop engagement and outreach strategies,
  - 5.3.5. Record notes and motions for meetings,
  - 5.3.6. Notify all members of general meetings.
- 5.4. There shall be one **Secretary of Events**, who shall:

- 5.4.1. Be eligible to cast votes at meetings of the Executive Council,
- 5.4.2. Plan, coordinate, and execute group events in collaboration with the Co-Presidents,
- 5.4.3. Procure physical materials for group purposes,
- 5.4.4. Liaise with university officials to secure meeting spaces for group events.
- 5.5. There shall be one **Secretary of Advocacy**, who shall:
  - 5.5.1. Be eligible to cast votes at meetings of the Executive Council,
  - 5.5.2. Create and maintain networks and connections with partner organizations,
  - 5.5.3. Organize and attend advocacy events in cooperation with the Executive Council,
  - 5.5.4. Identify advocacy goals,
  - 5.5.5. Develop strategies for pursuing advocacy goals.

## 6. **Article Six – Elections**

- 6.1. All voting positions on the Executive Council shall be filled through an annual election.
- 6.2. To ensure collegiality, the Co-Presidents must be elected on a mutually agreed and voluntary joint ticket. Individuals may not seek election as Co-President without a running mate.
- 6.3. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.
- 6.4. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Council.
- 6.5. Non-voting group members shall not be eligible to cast a ballot for any elected position.
- 6.6. The nominee or joint ticket winning the plurality of votes cast in the election for each position shall be deemed the winner.
- 6.7. On the condition that multiple candidates are running for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.
- 6.8. The elections must be held in a non-biased manner. No individual who is seeking election may participate in planning or administering the election.
- 6.9. If there is only one nominee or joint ticket seeking election to any office, they shall be acclaimed the winner of the election at the end of the election nomination period.
- 6.10. For all unfilled positions, the remaining officers will share the duties and responsibilities until someone can be found by the remaining officers to fulfill the position(s), who shall be confirmed in said position(s) through a by-election vote of a simple majority (50 per cent plus one) agreeing to their appointment.

- 6.10.1. In the event of the resignation, removal, or otherwise premature termination of office of one Co-President, the remaining Co-President may nominate a replacement to serve the remainder of the Co-Presidential term with the confirmation of the Executive Council, unless:
  - 6.10.1.1. There are more than six months remaining in the Co-Presidential term, in which case, a by-election for both Co-Presidents must be held.
  - 6.10.1.2. There is less than one month until the end of the Co-Presidential term, in which case, the remaining Co-President assumes all presidential duties until the annual election.

**7. Article Seven – Finances**

- 7.1. The Secretary of Finance shall keep an active record of income and expenses.
- 7.2. The Secretary of Finance shall present updates on the group's financial position at annual general meetings.
- 7.3. The Executive Council must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Council.
- 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.
- 7.8. The group may issue payments or bursaries to its members for specific purposes if a 2/3rds majority of voting members agree to do so.

**8. Article Eight – Meetings**

- 8.1. The Executive Council shall meet monthly. The quorum for Executive Council meetings shall be 50 per cent plus one (1) of the voting members of the Executive Council.
- 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 Council 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 Council 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 Council.
- 9.3. A two-thirds majority of the Executive Council 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 Council 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 Council 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 two-thirds majority vote to be passed at a general meeting.
- 10.2. All voting members may propose and vote on amendments to the constitution.
- 10.3. The Executive Council shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks, or as soon as the Student Organization Portal permits if there are outstanding edits yet to be approved.
- 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.