



Constitution of the “Onion Club”

1. Name

1.1 The official name of this recognized student group is “Onion Club” or “The Onion Club”. 1.2 The official motto of this recognized student group is “Velut Cēpa Ævo”.

2. Purpose and Objectives

2.1 The main purpose of the Onion Club is to:

- i) Maintain the traditions and environment of the Onion Club as follows:
- ii) Create an open environment for university thinkers and new scholars alike that is uninhibited by the conventions and manners of polite academia.
- iii) Maintain a community of people who believe: Thoughts and ideas are better in their complexity. Conversation in symposium grows the mind. Learning never ceases.
- iv) Uphold club alumnus W.J Loudon’s legacy as a chronicler of “the past 50 years in the moral, social and intellectual habits of the student body” (Loudon 1923, Studies of Student Life Vol.1) at the University of Toronto.
- v) Publishing a new yearly journal of memoriam in line with the W.J Loudon’s memorial writings. which depict student life as is today through each member’s personal experience, “consistent and drawn true to life” (Loudon 1923) no matter how mundane. Other media will also be considered upon request.
- vi) Complete a yearly charity fundraiser or donation to a just cause by way of acts of service and a charity dinner.
- vii) Embody a culture and community that uplifts the traditions and lineage of The University, and the Onion Club, with spirit, fortitude, and passion.
- viii) Continue to be a home for honorary members (granted by vote or club service) and alumni alike. ix) Maintain the community, both elusive and honorable in nature, of the Onion Club, as both an exclusive yet accepting organization.

3. Membership

3.1 Applications to become an Onion Club member are open to all students at the University of Toronto and is open to any student regardless of subject/program of study, year, or campus. 3.2 These new members will be required to submit an application to join the club, but will be accepted regardless of their answers.

3.2 All new members will be sworn in during the second meeting of the year by solemn ceremony.

3.3 Three out of the four meetings per month must be attended by registered student members.



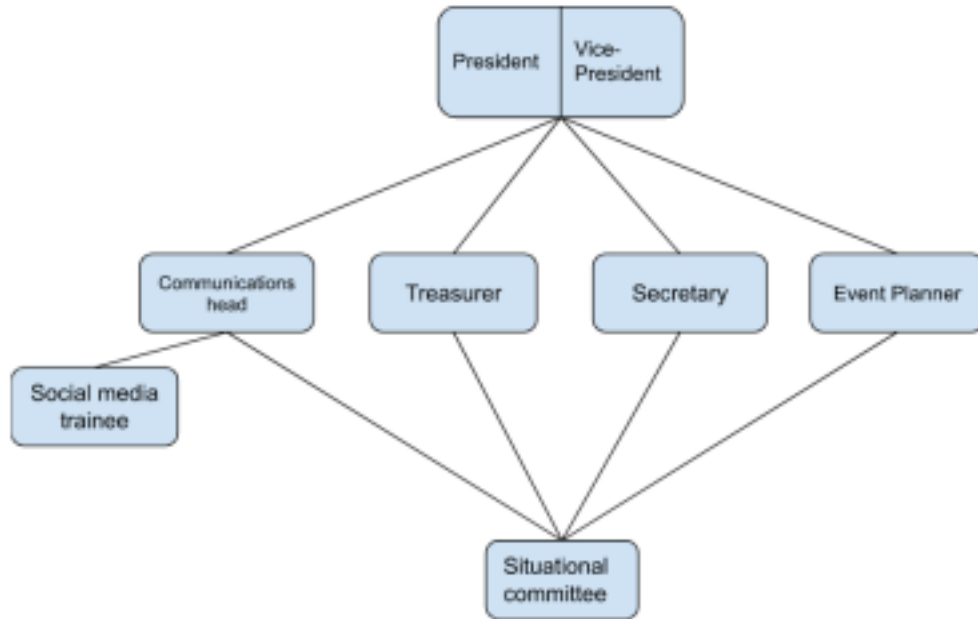
- 3.4 Penalty of expulsion will be delt if the member is absent more than three times, unless an acceptable reason is communicated regarding these absences (physical and mental illness, academic deadlines or hardships, family events or conflict, tragedy, or any other reason of sufficient severity.)
- 3.5 All members with voting privileges shall be currently registered students of The University of Toronto, including members holding executive positions.
- 3.6 Staff, faculty, or alumni members may hold non-voting executive positions. These nonvoting executive positions shall be limited to a maximum of ten per cent (10%) of the full executive body. Persons holding these nonvoting executive positions cannot serve as an officer (including financial signing officer) or contact person of the Student Group.
- 3.7 Non-voting membership may be extended to interested staff, faculty, and alumni, or persons from outside the University, without restriction on those grounds outlined by the Ontario Human Rights Code's Prohibited Grounds of Discrimination. 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.
- 3.8 For recognition by the University of Toronto Students' Union (UTSU), the Onion Club will maintain a minimum of 5 members, a total of 51% of membership are UTSU members. The group must also maintain recognition from the Office of Student Life. These requirements are subject to change and should be checked with UTSU annually to ensure qualifications are met.

4. Procedures for protecting the interests of Onion Club Members

- 4.1 No Onion Club member shall be required to pay more than a non Onion Club member for any event, service, and, or, financial obligation.
- 4.2 Exceptions to [4.1] include any executive agreement, by majority vote that would veto this policy.
- 4.3 The membership fee will be \$0 per year and remain so indefinitely. (Although any amount by voluntary donation will be accepted.)

5. Executive Board List and Duties

- 5.1 The executive Board shall be comprised of at least five (5) elected Chairmen, Chairwomen or Chairpersons. These include a President, Vice-President, Secretary, Event Planner and Treasurer. Other positions may be assigned as the Executive Board sees fit.
- 5.2 Any Executive Board position may be held by any member of the Onion Club, new admitted or otherwise.
- 5.3 Diagram of The Executive Hierarchy (including supplementary positions):



5.4 The President shall:

- i) Oversee the operations, management, and success of the group
- ii) Be the spokesperson for the group
- iii) Hold signing officer authority along with the Treasurer for financial purposes iv)
- Preside overboard meetings as well as general meetings
- v) Ensure transition of office to the future executives
- vi) Admitting new members though defined ceremonies
- vii) Calling votes on various in-club decisions

5.5 The Vice-President shall:

- i) Assume duties of the President in their absence
- ii) Oversee the various committees
- iii) Ensure that all the activities of the club meet regulations and policies of the University of Toronto iv)
- Coordinate organizational recruitment efforts
- v) Aiding The President in the admitting of new members though ceremonies

5.6 The Secretary shall:

- i) Make a list of all registered members
- ii) Maintain the web sites and member contact list
- iii) Record notes and motions for meetings
- iv) Maintain the Club's calendar and event schedule

5.7 Event Planner:

- i) Plan meetings, socials, events, and excursions
- ii) Organizing fundraising efforts for charity
- iii) Manage Logistics regarding the publishing of the yearly journal



5.8 The Treasurer shall:

- i) Record all financial transactions of the group
- ii) Hold signing officer authority along with the President for financial purposes
- iii) Maintain a budget of income and expenses along with receipts
- iv) Advise members on financial position of the group
- v) Prepare an annual budget for the group as well as budgets for specific events

5.9 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.

6. Executive Relationships and Conflict of Interest:

6.1 To ensure no situation of favouritism or conflict of interest arises, it is the responsibility of any executive member to inform the most senior executive member free of implication, 6.2 of any relationship they may have or had with another executive member that may cause a conflict of interest, including but not limited to:

- i. romantic
- ii. sexual
- iii. familial
- iv. authority or subordinate in another institution

6.3 within 72 hours of knowledge of it, or before a vote or an election is to take place; 6.4 and persons involved in a reported relationship will not be able to vote on issues pertaining to each other.

6.5 The informed executive will maintain confidentiality regarding the persons involved, and their relationship(s).

7 Termination of Executives or General Members:

7.1 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.

7.2 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.

7.3 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.

7.4 Sufficient absences and/or disengagement with the Union Club, without the reasons outlined under the *Membership* section, is considered ample grounds for dismissal. The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

7.5 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.



8. Elections

- 8.1 The Executive Board 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 March.
- 8.2 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.
- 8.3 The CRO Returning Officer shall accept nominations only from group members that are registered U of T student members of the Union Club for voting positions, and staff, faculty, or alumni members for non-voting 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.
- 8.4 The CRO shall select three (3) election dates before March 30th for the voting period. These dates will be announced in a minimum of two (2) weeks prior to elections dates and must fall on weekdays.
- 8.5 The CRO and Scrutinizers shall provide each voting U of T registered student members with a paper ballot on the voting dates and ask the student to place their ballot in an enclosed box.
- 8.6 In preparation for a tie, the CRO shall select a U of T registered student member 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.
- 8.7 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 Board and general members.
- 8.8 Registered U of T student members may not vote by proxy. Non-registered students may not nominate or vote in elections.
- 8.9 Only registered U of T student members who have paid any applicable membership fees and have been a member in good standing for 30 days prior to election dates are eligible for voting.
- 8.10 Term of executive positions shall be from May 1st to April 30th the following year.

9. Finances

- 9.1 The Treasurer shall keep records of all income and expenses. The Treasurer shall present the group's financial health at the annual general meetings. The Executive Board will vote on expenditures of over \$100.00 by majority vote at an executive meeting.
- 9.2 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.



9.3 Procedure for the transfer of Onion Club Funds:

- i) To receive a transfer from the treasurer regarding previously made Onion Club purchases pertaining to the Onion Club, one must:
- ii) List their purchases and their intended uses in a document accessible to the executive committee. iii) provide proof of all purchases (through receipts or invoices etc.) The receiving party must communicate to the executive committee the intent to receive funds through official communications (email, etc.)
- iv) It is the treasurer's responsibility to provide proof that the money has either been declined, or successfully transferred in text.

10. Meetings

10.1 The group shall hold general meetings four times a month (excluding reading week, holidays, and other days by judgment of the executive committee) every month, until the end of the winter semester.

10.2 These meetings will be of two types and be held in rotation every other week: -

Academic / Debate (week 2 & 4)

- o Topics chosen by democratic (100% attendee) vote/draw at the previous meeting.

- Social / Excursion (week 1 & 3)

- o May include any idea or activity favoured by the club and/or proposed by the members, in line with the Onion Club objectives and values.

10.3 The Executive Board will announce these dates one (1) weeks prior to holding the meetings.

10.4 Executive meetings are intended to go over the group's annual activity plan, financial health and propose, or vote on constitutional amendments, if any.

10.5 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.

10.6 These meetings will be announced two (2) weeks prior.

11. Attendance:

11.1 Three out of the four meetings must be attended per month by registered student members.

Penalty of expulsion will be communicated if the member is absent more than two times, unless an acceptable reason is communicated in advance (physical and mental illness, academic deadlines or hardships, family events or conflict, tragedy, or any other reason of sufficient severity.)

11.2 Executive Meetings:

The Executive Board shall meet on a monthly basis where date and times are to be set by an executive. The Board of Executives meetings shall be 50%+1 of executives.



12. Amendments

- 12.1 Any registered U of T students may propose and vote on amendments to this constitution. The Executive Board will administer the process of having amendments discussed at general meetings.
- 12.2 Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered U of T members in attendance.
- 12.3 The Executive Board 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.