

Constitution of Academic Research for Innovation and Scientific Engagement

Updated as of July 23rd, 2025

Article I: Name and Purpose

1.1 The official name of the Campus Group will be Academic Research for Innovation and Scientific Engagement.

1.2 The campus group may be referred to by the acronym ARISE.

1.3 The purpose, objectives, mission and/or mandate of the organization is to raise awareness about the impact of research across STEM disciplines, promote mentorship and leadership toward research careers, and highlight diverse voices and perspectives in the research fields.

Article II: Membership

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 \$5 per year.

Article III: 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 referendums.

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

The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

Article IV: Executive Committee

4.1 The term for all positions on the Executive Committee shall be from May 1st to April 30th.

4.2 The Executive Committee shall be composed of 10 voting members.

4.3 All voting members of the Executive Committee must be currently registered students of the University of Toronto.

4.4 Non-voting members may hold only non-voting positions on the Executive Committee.

4.5 The maximum number of non-voting positions on the Executive Committee shall be one (1) position or ten per cent (10%) of the positions on the Executive Committee, whichever is greatest.

4.6 Persons holding non-voting positions on the Executive Committee 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 Executive may appoint Directors or Coordinators for various committees who do not hold executive decision-making authority and are not eligible to cast votes at meetings of the Executive Committee.

Article V: Elections

5.1 All voting positions on the Executive Committee shall be filled through an annual election.

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

5.3 All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.

5.4 Non-voting group members shall not be eligible to cast a ballot for any elected position.

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

5.6 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.

5.7 The elections must be held in an unbiased manner. No individual who is seeking election may participate in planning or administering the election.

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

Article VI: Termination of Membership

6.1 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.

6.2 A vote to revoke membership must be held at a meeting of the Executive Committee.

6.3 A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.

6.4 Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.

6.5 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.

6.6 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.

6.7 Executive Committee members are subject to the same termination of membership process as general members.

Article VII – Amendments

7.1 All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.

7.2 All voting members may propose and vote on amendments to the constitution.

7.3 The Executive Committee shall submit the revised constitution to staff in the Student Life programs office at the University of Toronto Scarborough within two (2) weeks.

7.4 Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Student Life programs office at the University of Toronto Scarborough.

Article VIII– General Members

8.1 Each member shall be afforded the following rights through membership in Academic Research for Innovation and Scientific Engagement:

- 8.1.1 The right to participate and vote in group elections and meetings;
- 8.1.2 The right to communicate and to discuss and explore all ideas;
- 8.1.3 The right to organize/engage in activities/events that are reasonable and lawful;
- 8.1.4 The right to freedom from discrimination on the basis of sex, race, religion, or sexual orientation;
- 8.1.5 The right to be free from censorship, control, or interference by the University on the basis of the organization's philosophy, beliefs, interests or opinions unless and until these lead to activities which are illegal or which infringe on the rights and freedoms already mentioned above;
- 8.1.6 The right to distribute on campus, in a responsible way, published material provided that it is not unlawful.

Article IX– Executive Members

9.1 The executives of the organization shall include Co-Presidents (2), Vice President (1), Director of Administration (1), Event Director (1), Marketing Director (1), Marketing Coordinators (2), and Event Coordinators (2).

9.2 Co-Presidents are the lead spokespersons of ARISE. They are responsible for club communications with University of Toronto and other external relations. They maintain the integrity and the constitution of ARISE to ensure goals and missions are met as they oversee the club's operation.

9.3 Vice President coordinates inter-departmental collaboration between executives. They manage executive recruitment efforts and step up as the acting president when needed.

9.4 Director of Administration oversees administrative activities of ARISE (but not limited to) taking meeting memos (minutes), scheduling meetings, booking venues, printing and filing documents, etc. They maintain club documentation and official paperwork.

9.5 Event Director is responsible for leading the planning, coordination and execution of all ARISE events by managing event logistics such as guest speakers, technology setup, food handling, and budget oversight. The Event Director is expected to lead and collaborate with Event Coordinators.

9.6 Marketing Director leads all marketing and communications efforts to promote ARISE's brand and event across campus by managing content creation, design and partnerships for student engagement. The Marketing Director is expected to lead and collaborate with Marketing Coordinators.

9.7 Event Coordinators support the Event director by managing event logistics, assisting with setup and registration, promoting events, and contributing ideas to improve events. Event Coordinators are expected to gather post-event feedback and follow-ups.

9.8 Marketing Coordinators support the Marketing Director by creating visual content, managing social media engagement, assisting with campaign coordination, maintaining online resources, and reporting on engagement analytics to the team.

Article X– Executive Meetings

10.1 The purpose of executive meetings is to provide a forum for the organization’s executives to discuss and make decisions on day-to-day matters affecting the organization.

10.2 Executive meetings will be facilitated by the Co-Presidents of the organization. The Co-Presidents shall be responsible for:

10.2.1 Formulating and distributing an agenda for each meeting;

10.2.2 Ensuring appropriate conduct and leading the meeting in an efficient, reasonable manner;

10.2.3 Moderating the discussion at meetings according to the agenda;

10.3 There shall be a minimum of one (1) executive meeting held every four (4) weeks during the period September 1 to April 30. The date of each subsequent executive meeting will be confirmed at the preceding meeting and will be reiterated to executives via email or other communication platforms a minimum of two (2) calendar days prior to the meeting.

10.4 The frequency of executive meetings occurring between May 1 and August 31 will be left to the discretion of the executive committee.

10.5 Minutes of all executive meetings must be recorded and maintained for reference purposes.

10.6 Each executive member of the organization shall be entitled to one (1) vote at a valid executive meeting.

10.7 The Co-Presidents may, with the consent of the majority of executives, decide to adjourn these meetings from time to time.

Article XI– Finances

11.1 All budgets shall be prepared by the Co-Presidents and Vice-President in accordance with the organization’s priorities as determined by the executive committee in consultation with general members at a valid general meeting.

11.2 The banking business of the organization, or any part thereof, shall be transacted with such bank, trust company or other firm or body corporate as the Executive may designate, appoint or authorize from time to time and all such banking business, or any part thereof, shall be transacted on the organization's behalf by one or more Officers or other persons as the Executive may designate, direct or authorize from time to time and to the extent thereby provided.

11.3 The Co-Presidents and the Vice-President, only in special circumstances, shall be the sole signing authorities of banking instruments for the organization.

11.4 ARISE will ensure that an electronic receipt record will be kept for reimbursement and accessing student funding

11.5 ARISE will ensure that proper and accurate financial records are maintained and passed on to incoming executives following each year's elections.

11.6 ARISE will accept full financial and production responsibility for all activities it sponsors, plans, or executes.

11.7 ARISE will provide relevant information on banking, including name of the bank, the branch number and address, transit number, bank account number, and a list of all signing officers for the bank account opened in the organization's name to the Office of Student Experience and Wellbeing at University of Toronto Scarborough, should the university request it.

Article XII– General Meetings

12.1 The purpose of General Meetings is to provide a forum for executives to overview the activities of the organization and solicit feedback from members, to engage in policy-making, to propose amendments to the constitution, and to report on the financial status of the organization.

12.2 General meetings will be facilitated by the Co-Presidents selected by the general membership from the executive committee. The Chairperson shall be responsible for:

12.2.1 Formulating and distributing an agenda for each meeting no later than two (2) days before the meeting;

12.2.2 Ensuring appropriate conduct and leading the meeting in an efficient, reasonable manner;

12.2.3 Moderating the discussion at meetings according to the agenda;

12.2.4 Suspending members from participating in meetings for constitutional or procedural violations.

12.3 The procedure at meetings of members shall be governed in accordance with the process outlined in Appendix A.

12.4 There shall be a minimum of one (1) general meeting held each month. The date of each subsequent general meeting will be confirmed at the preceding general meeting and will be reiterated to members via email a minimum of two (2) calendar days prior to the meeting.

12.5 General meetings may be called to order by the Co-President, through a petition signed by three (3) executive members, or by a petition signed by five (5) non-executive general members.

12.6 General meetings are open to registered members of the organization only. Quorum will first be established by the presence of a simple and clear majority of the executives.

12.7 Minutes of all general meetings must be recorded and maintained for reference purposes.

12.8 Members must contact the Co-Presidents before a general meeting to inform them of new business they wish to discuss. The Co-Presidents will then add the discussion item to the agenda.

12.9 Any question at a valid general meeting shall be decided by a show of hands.

12.10 Whenever a vote by show of hands occurs, a declaration by the Co-Presidents that the vote upon the question has been carried, carried by a particular majority, or failed shall be recorded in the minutes of the meeting.

12.11 In case of an equality of votes at a valid general meeting, the Co-Presidents shall have the deciding vote.

12.12 The Co-Presidents presiding over a meeting of members may, with the consent of the majority of members, decide to adjourn these meetings from time to time.

Article XIII– Transition

13.1 All outgoing executives are required to transfer all organizational resources of the preceding year to new executives upon leaving the position.

13.2 All outgoing executives are responsible for providing a detailed report to incoming executives on the status of ongoing projects in their portfolio and evaluations of previous projects and programs that they lead.

13.3 All outgoing and incoming executives will participate in a joint training session occurring no later than the end of July each year to assist with the transition between new executive teams.

Article XIV– Food Handling

14.1 Academic Research for Innovation and Scientific Engagement will adhere to Provincial and the Municipal Regulations when events are held at the University of Toronto at Scarborough, which include the sale and/or service of food products

Article XV– Precedence of University Policies

15.1 Academic Research for Innovation and Scientific Engagement will abide by all pertinent University of Toronto policies, procedures, and guidelines. Where the University’s policies, procedures, and guidelines conflict with those of, the University’s policies, procedures, and guidelines will take precedence.

Article XVI– Legal Liability

16.1 The University of Toronto Scarborough does not endorse ARISE’s beliefs or philosophy nor does it assume legal liability for the group’s activities on or off campus.