



Constitution of the Social Justice Club 2025-2026

Article I: Campus Group Name

The name of this organization shall be Social Justice Club. It may be informally referred to as SJC.

Article II: Purpose

The purpose of the Social Justice Club is to foster awareness, education, and action around local and global social justice issues. The club aims to create an inclusive and empowering space for students to engage with topics such as equity, human rights, climate justice, gender equality, anti-racism, and access to education and healthcare.

The club's activities will be centered around fundraising for specific Mississauga-based charities, campus and social media advocacy, and community-building initiatives such as volunteer opportunities and educational events. Through these efforts, the club seeks to inspire informed dialogue, amplify marginalized voices, and encourage students to take meaningful action within their campus and surrounding communities.

The Social Justice Club is committed to upholding principles of equity, inclusivity, and intersectionality in all initiatives, and to building a supportive network of individuals dedicated to creating positive change.

Article III: Membership

- 1. Eligibility:** Membership is open to all UTMSU members, defined as currently registered undergraduate students at the University of Toronto Mississauga. Community members and UTM alumni may participate as associate members.
- 2. Membership Categories**
 - **General Members:** UTM undergraduate students who register with the Social Justice Club to access volunteering opportunities, contribute to initiatives, and exercise voting rights.

- **Executive Members:** Selected by application for the current year. In subsequent years, executive members will be chosen through a nomination and voting process among eligible general members. Executives must be in their second year of study or higher at the time of service.
- **Associate Team Members:** Undergraduate students of any year level may apply for associate roles working under executive members in various areas (e.g., media, outreach, events). Applications for associate positions open in September of each school year. Alumni or community members who may participate in events and initiatives but do not have voting or candidacy rights.
- **Membership Fees:** There is no membership fee to join the Social Justice Club. The club is a volunteer-based organization and will remain free to join. However, some fundraising events or initiatives may require students to purchase a ticket or item in support of the cause.
- **Voting Rights:** Voting rights are reserved for registered general members only. General members may vote in executive elections (in future years), at general meetings, and on other matters deemed subject to membership vote.

Article IV: Executives

The Social Justice Club shall have the following executive positions, each responsible for supporting the mission, administration, and operations of the club. All executive members are required to collaborate regularly and uphold the club's values of equity, inclusion, and integrity in all club-related matters. Each executive shall be responsible for their own portfolio and contribute to the overall success of club initiatives. Please note that under UTMSU policy, co-presidency is not permitted for newly recognized clubs.

1. **President (1):** The President is the primary representative of the club and is responsible for overseeing all executive activities. The President serves as the main point of contact between the club, the UTMSU, and external collaborators. Duties include:
 - Leading meetings and setting agendas
 - Ensuring all executive duties are being fulfilled
 - Making final decisions when consensus cannot be reached
 - Approving all club communications and initiatives
 - Providing support across all portfolios as needed
 - Ensuring a smooth transition between executive teams at the end of the academic year Only one President may serve at a time.
2. **Secretary (1):** The Secretary is responsible for maintaining organized records of all club meetings and documentation. Duties include:
 - Recording and distributing minutes from all executive and general meetings
 - Keeping an updated list of members and their contact information
 - Assisting the President and Treasurer in filing documents with the UTMSU or other official bodies
 - Managing internal communication and documentation archives
3. **Treasurer (1):** The Treasurer is responsible for managing the club's financial matters and ensuring all transactions are documented and compliant with UTMSU guidelines. Duties include:

- Maintaining records of all income and expenditures
 - Coordinating reimbursements, deposits, and payments
 - Preparing an annual financial report
 - Co-signing financial documents with the President
 - Assisting in preparing budgets for events and initiatives
 - Ensuring funds are used responsibly and ethically
 - Responsible for submitting biannual audits to the UTMSU
- 4. Director of Marketing and Media (1):** The Director of Marketing and Media is responsible for designing and implementing the club’s visual and promotional content. Duties include:
- Managing all social media accounts and digital presence
 - Creating posters, reels, and promotional materials for events and initiatives
 - Maintaining a consistent and inclusive brand identity
 - Collaborating with the Events Coordinator and Campaigns Director to promote ongoing activities
 - Engaging with members and the broader UTM community online
- 5. Events Coordinator (1):** The Events Coordinator is responsible for planning and executing in-person events that align with the club’s mission. Duties include:
- Organizing logistics such as venue bookings, materials, and schedules
 - Coordinating with other executives to ensure smooth event promotion and execution
 - Collecting feedback post-events to improve future programming
 - Creating opportunities for community building, education, and collaboration among members
- 6. Campaigns Director (1):** The Campaigns Director is responsible for organizing advocacy and fundraising campaigns that may or may not involve physical events. Duties include:
- Planning and executing social media campaigns, information drives, and virtual events
 - Collaborating with the Events Coordinator on integrated advocacy initiatives
 - Leading outreach for awareness efforts related to local and global social justice issues
 - Coordinating fundraising initiatives in collaboration with the Treasurer

As the Social Justice Club grows, executive roles may be expanded or adjusted to meet the needs of the group. Each executive member is expected to work collaboratively and uphold the mission of the club in their leadership and service.

Article V: Meetings

1. Executive and Associate Planning Meetings

- One mandatory physical or virtual planning meeting will be held at the beginning of each month for all executive and associate members.
- During this meeting, the team will finalize the events and initiatives for the month, assign responsibilities, and set clear deadlines for all related tasks.
- Executives are responsible for ensuring their respective teams meet these deadlines and remain accountable throughout the planning process.
- Additional physical or virtual meetings may be scheduled for event-specific planning if unanimously agreed upon by the executive team.

- Ongoing communication and coordination between meetings may take place through group chats, email, or other appropriate platforms.
- 2. Initial Annual Meeting**
 - A full team meeting will be held in August to establish the club's goals, annual campaign and event calendar, and shared expectations among all executives and associates.
 - 3. General Meetings**
 - One general meeting will be held each semester (Fall and Winter), open to all club members.
 - These meetings will outline the club's mission, goals, active initiatives, and accomplishments.
 - A financial report will be made available at the general meeting if specifically requested by any registered general member.

Article VI: Elections

Overview

Executive elections will be held annually in the Winter semester, specifically toward the end of the semester, to appoint the executive team for the following academic year. This ensures time for proper planning and transition.

- 1. Eligibility**
 - All candidates must be UTMSU-registered undergraduate students at UTM.
 - Candidates must be registered general members of the club.
 - **The President** role is restricted to students in second year or above who have served on the executive or associate team in a previous year.
 - All other executive roles are open to eligible students in second year or above.
 - **Associate positions** are filled in **September by application** and are open to students of **any year of study**.
- 2. Founding Year Exception**

For the inaugural year, executive positions are filled by application to establish a foundation. Elections will begin in the following Winter semester.
- 3. Chief Returning Officer (CRO)**
 - A neutral third party, the CRO must not be running for a position.
 - Must be approved by outgoing executives and the UTMSU Campus Groups Coordinator.
 - Oversees elections, ensures fairness, organizes voting, and addresses complaints.
- 4. Election Timeline**
 - **Advertising Period (Minimum 1 Week):** Shared via email, social media, and other club channels.
 - **Nomination Period:** Candidates self-nominate under supervision of the CRO.
 - **All Candidates Meeting:** Mandatory for all candidates (or a delegate).
 - **Campaign Period:** Candidates may promote their platform within UTMSU guidelines.
 - **Voting Period:** General members vote via secret ballot (physical or online). The CRO monitors and collects results.
- 5. Voting & Results**
 - One vote per general member.
 - A simple majority is required to win.

- In cases of unopposed candidates, acclamation is granted.
- **Tie-Breaking:** In the event of a tie for a single position, the Chief Returning Officer (CRO) will require each tied candidate to **submit a written statement (maximum 250 words)** within 48 hours. This statement should outline their qualifications and vision for the role. The CRO will review these statements and make the final decision.

6. Complaints & Disputes

- Must be submitted in writing within **72 hours** of election close.
- Complaints are reviewed by the Campus Groups Coordinator.
- The Clubs Committee and ASAC may nullify results in cases of misconduct or unfairness.

7. Non-Compliance

- Failure to hold or report elections will result in **suspension or loss of recognition**.
- Evidence of undemocratic practices may trigger review by UTMSU executives or Clubs Committee.

Article VII: Removal From Office

1. **UTMSU-Initiated Removal:** Removal from office may occur at any time through written notice from the UTMSU in accordance with its Procedural Policies, including but not limited to cases of:

- Harassment
- Sexual Harassment
- Discrimination

The UTMSU will investigate and may issue sanctions, including but not limited to:

- Permanent or temporary ban from campus group activities
- Mandatory consent or anti-oppression training
- Temporary or permanent ban from UTMSU spaces
- Temporary or permanent ban from participating in campus group events

Formal complaints must be submitted in writing to the Campus Groups Coordinator.

2. **Internal Executive Removal Process**

Removal of an executive or associate member (for reasons unrelated to UTMSU intervention) may occur under the following conditions:

- **Step 1: Written Complaint:** A written complaint must be submitted to the President. If the complaint is about the President, it should be submitted to another executive such as the Secretary or Treasurer.
- **Step 2: Warning Process:**
 - A first written warning will be issued to the individual detailing their failure to fulfill responsibilities.
 - If the issue persists, a second and final written warning will be issued.
- **Step 3: Vote for Removal:** If the individual still fails to meet expectations, a vote will be held among the planning team (executives and associates).

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- **A simple majority (over 50%) of the total planning team** must vote in favor of removal for the motion to pass.
 - The individual will be given an opportunity to respond to the concerns before the vote.
 - **Step 4: By-Election:** If a vacancy arises, a by-election will be held in accordance with the procedures outlined in **Article VI**.
- 3. Automatic Removal Criteria:** An executive or associate may also be removed **automatically** without a formal vote if they:
- Miss **two consecutive mandatory planning meetings** without appropriate prior notice.
 - Consistently fail to meet deadlines or fulfill assigned tasks after follow-ups.
 - Engage in actions that harm the reputation or integrity of the club.

Article VIII: Amendments to the Constitution

The constitution of the Social Justice Club is designed to be a living document, subject to a clear amendment procedure to ensure its continued relevance and integrity.

1. Proposal of Amendments

- **Amendments to this constitution can only be proposed by UTMSU members.**
- To be considered valid, a proposed amendment must:
 - Be submitted in writing.
 - Be signed by one executive member, signifying endorsement for review.

2. Approval Process

- Once a proposed amendment is submitted and endorsed, it must be circulated to the general membership at least two weeks prior to the meeting at which it will be voted on.
- **Only UTMSU members are eligible to vote on proposed amendments.**
- For an amendment to pass, it must be approved by a simple majority vote of members present at a General Meeting.

3. Finalization and Implementation

- All amendments must be approved by UTMSU before they are formalized.
- Once approved, amendments must be promptly updated in the official version of the constitution and made readily accessible to all current and future club members and executive teams.