

*The Constitution of The University of Toronto*

***Applied Engineering & Architecture Students Organization***

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**(Article One) Name:** *Applied Engineering & Architecture Students Organization*

The acronym or abbreviation of this group is: **AEASO**

**(Article Two) Purpose and Objectives**

**AEASO** (*Applied Engineering & Architecture Students Organization*) is a student-led initiative dedicated to advancing 3D fabrication as a critical medium for architectural innovation, cross-disciplinary experimentation, and public engagement. By integrating creative technology with spatial thinking and hands-on making, **AEASO** explores how additive manufacturing, digital prototyping, and material experimentation can reshape design education and practice. Positioned at the intersection of architecture, engineering, and fabrication, the initiative fosters a culture of iterative learning where students develop new workflows, challenge conventional construction methods, and use fabrication as a platform for inquiry, equity, and future-oriented design.

A digital fabrication club with a focus on 3D printing is essential in today's evolving design and engineering landscape. As computation, robotics, and material science increasingly shape architecture, the ability to move seamlessly between digital models and physical prototypes is a critical skill. By combining technical training, professional exposure, and public engagement, the club fosters a culture of innovation, experimentation, and responsible making. It's not just about creating objects—it's about shaping the future of design through meaningful, hands-on experience.

**This club is centered around these three values:**

- **Education in 3D printing and fabrication** – Students will learn how to design, prototype, and produce using a range of digital tools and additive manufacturing technologies.
- **Industry engagement** – Guest lectures and hands-on workshops with leading professionals will provide networking opportunities and expose students to advanced workflows and applications.
- **Community outreach** – Collaborations with local schools and foundations will expand access to fabrication tools and promote design education beyond the university.

### ***(Article Three) Membership***

3.1 Executive members with voting privileges shall be currently registered students of the University of Toronto.

3.2 Staff, faculty, or alumni members may hold non-voting executive positions. These nonvoting executive positions shall be limited to a maximum of one (1) or ten percent (10%) of the full executive body, whichever is greatest. Persons holding these nonvoting executive positions cannot serve as officers (including financial signing officers) or contact persons of the Student Group.

3.3 Members must register with a designated executive by submitting their full name a valid email address and other forms of contact.

There is no membership fee, but the board will conduct interviews and elections to select persons for the best fit for each project or new board member.

## ***(Article Four)* Executive Committee**

4.1 The Executive Committee shall consist of at least **three (3) elected officers**: President (or Co-Presidents), Secretary, and Treasurer. Additional positions may be appointed or elected as outlined below.

4.2 The Executive Committee oversees the strategic direction, programming, outreach, and financial management of **AEASO**. All Executive Committee members must be current students at the University of Toronto.

4.3 The following executive positions and duties are established:

### **President** (1 member)

- Provide overall vision and leadership for **AEASO**.
- Oversee club operations and ensure alignment with the mission.
- Represent the club to faculty, administration, and external partners.
- Host general meetings and lead long-term strategic planning.
- Coordinate outreach to professors, guest speakers, and sponsors.
- Support event planning, fundraising, outreach, media, and budget-setting.
- Hold financial and signing authority alongside the Treasurer.

### **Vice President** (1-2 member)

- Coordinate internal operations, logistics, and communication.
- Support fabrication, workshops, and documentation efforts.
- Assist in coordinating guest speakers and event logistics.
- Oversee meeting schedules and maintain internal coordination between branches.

**Treasurer / Financial Officer** (1–2 members)

- Manage **AEASO**'s budget, spending, and financial documentation.
- Submit funding proposals, oversee donations and track purchases.
- Hold signing authority along with the President.
- Provide regular financial updates and prepare annual budgets.

**Secretary / Operations Coordinator** (1–2 members)

- Record minutes for meetings and track tasks and deadlines.
- Manage internal communications (email, Discord, etc.).
- Maintain records, membership lists, and club documentation.

Additional leadership opportunities may be filled by appointment or election and report directly to the Executive Committee. These include:

**Fabrication & Prototyping + Technical Training Leads** (2–3 members): responsible for organizing hands-on workshops, tool safety training, shop scheduling, peer-led tutorials, and managing the club's archive of fabrication and digital design resources.

**Outreach & Community Engagement Leads** (2 members): lead public programming with schools and underserved communities, develop partnerships with educators and nonprofits, and organize accessible public workshops and volunteer initiatives.

**Research & Competitions Leads** (2 members): organize internal and public design challenges, support members in showcasing or publishing their work, and maintain a calendar of relevant competitions and research opportunities.

**Collaborations & Partnerships Lead** (1 member): fosters interdisciplinary partnerships with other clubs and faculties, coordinates joint projects, and manages shared access to resources, materials, and event spaces.

**Events & Speaker Series Lead** (Rotational Volunteers): curates and manages the speaker series, including academic panels, guest lectures, and public forums, and works with faculty and professionals to align content with curricular and industry trends.

**Marketing & Communications / Media Leads** (1–2 members): manage AEASO's visual and digital identity, including social media accounts, poster and promotional design, and the club's website. They also oversee documentation and public archiving of student work and club initiatives.

#### ***(Article Five)* Termination of Executives or General Members**

5.1 Any executive or general member who engages in conduct detrimental to the club, including failure to disclose conflicts of interest, may face removal.

5.2 A vote will be held at an Executive Committee meeting; a **two-thirds majority** of present executives is required for removal.

5.3 The member has the right to appeal before the general membership. A **simple majority vote** of the general membership shall determine the outcome.

5.4 Removal results in loss of club membership and privileges. Executive members are subject to the same process and may be removed from office and membership.

## ***(Article Six)* Elections**

6.1 The Executive Committee shall form an Elections Committee each year to oversee the club's annual elections, held in March. This committee will consist of one (1) Chief Returning Officer (CRO) and two (2) Scrutinizers, all of whom must be selected from the club's general membership. All members of the Elections Committee must remain impartial throughout the election process and are required to disclose any potential or actual conflicts of interest prior to accepting their role.

### **Election Procedure and Role Announcement**

6.2 After the election concludes, the Chief Returning Officer (CRO) and the two Scrutinizers shall be responsible for collecting and counting all ballots. The candidate receiving the highest number of votes for each position shall be declared elected.

6.3 Following the tally, the CRO and Scrutinizers must submit a formal report of the election results to the Executive Committee. This report will also be shared with the general membership through official club communication channels (e.g., email, website, or general meeting announcement).

6.4 Only registered University of Toronto students may vote in **AEASO** elections. Non-registered students, including alumni, faculty, and community members, may not nominate candidates or cast votes in elections.

6.5 All open executive positions must be publicly announced to the general membership at least two (2) weeks before the start of the election period. The announcement should include a description of each role, eligibility criteria, and instructions on how to submit a nomination.

6.6 All voting members are encouraged to run for executive positions. Holding a leadership role in **AEASO** provides students with access to extended project opportunities, collaboration with

faculty and industry professionals, and increased involvement in club initiatives such as workshops, events, and outreach programs.

6.7 General members who are not elected may still contribute meaningfully by applying for appointed roles or volunteering in various club activities throughout the year. **AEASO** values inclusive participation and provides multiple entry points for students to gain leadership, technical, and design experience.

### ***(Article Seven) Finances***

7.1 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 Committee will vote on expenditures of over \$100.00 by majority vote at an executive meeting.

7.2 The group's executives and members shall not engage in activities that are primarily commercial in nature. This does not prohibit the collection of membership fees, event charges, or participation in legitimate fundraising activities intended to support the group's operations. However, the group may not operate as an extension or affiliate of any commercial organization, nor may it provide goods or services for profit if those profits are used for purposes unrelated to the group's mission. Additionally, the group shall not pay salaries or financial compensation to any of its officers.

### ***(Article Eight) Meetings***

8.1 Annual General Meetings (AGMs): The group shall hold general meetings at least twice per year, i.e. once per academic term.

8.2 The Executive Committee will announce these dates two (2) weeks before holding the meetings. These meetings are intended to go over the group's annual activity plan, and financial health and propose or vote on constitutional amendments, if any. 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.

8.3 Executive Meetings: The executive committee shall meet on a monthly basis where dates and times are to be set by an executive. The quorum for executive meetings shall be 50% plus one of the executives.

### ***(Article Nine) Amendments***

9.1 Any registered U of T student may propose and vote on amendments to this constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.

9.2 Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered U of T members in attendance.

9.3 The Executive Committee 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.