

Constitution of Google Developer Groups University of Toronto Mississauga

1. Name

The official name of this recognized campus group is Google Developer Groups University of Toronto Mississauga.

The acronym or abbreviation of this group is: GDG UTM

2. Purpose and Objectives

The purpose, objectives, mission and/or mandate of organization is as follows:

- Enable students to meet other students interested in developer technologies at UTM. All are welcome, including those with diverse backgrounds and different majors.
- Help students learn about a range of technical topics and gain new skills through hands-on workshops, events, talks, and project-building activities: both online and in-person.
- Empower students to apply new learnings to build great solutions for local problems, while advancing their skills, career, and network.

3. Membership

Membership to the group is open to all registered student members of the University of Toronto. Non-voting membership may be extended to interested staff, faculty, and alumni, or persons from outside the University.

U of T members are permitted to run, nominate, and vote in elections and constitutional amendments. The group is open to non-U of T members. 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.

The membership fee will be \$0 per year.

4. Executive List and Duties

The executive committee shall be comprised of four (4) elected officers. These include a President and three (3) Advisors.

The President shall:

- Oversee the operations, management and success of the group
- Be the spokesperson for the group
- Hold signing officer authority for financial purposes
- Preside over board meetings as well as general meetings
- Ensure transition of office to the future Executives

Additional responsibilities may include:

- Maintains communications with all non-student stakeholders (UTMSU and GDG)
- Responsible for all Finance Lead tasks in lieu of an empty position: controls funds and cash flow

The Advisors shall:

- Assume duties of the President in his/her absence
- Oversee the various committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organizational recruitment efforts

Additional responsibilities may include:

- Providing guidance based off of previous experience within the club

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. That is, the Vice President may be selected later on in the term.

The Vice President shall:

- Oversee the various committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organizational recruitment efforts

Additional responsibilities may include:

- Maintains communications with all non-student stakeholders (GDG)

Termination of Executives or General Members:

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.

The member up for removal shall have the right to defend his/her actions.

A two-thirds majority vote of the current members present in favor of removal is required. 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.

The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

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.

5. Elections

The executive committee shall strike the Elections Committee and appoint one (1) Senior Election Officer (SEO) from the general members on the committee to conduct and hold elections in March. 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.

The SEO Election Officer shall accept nominations only from group members that are: (1) registered U of T members (staff, faculty, students and alumni), and (2) previous Directors/Coordinators, for candidacy of executive positions 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.

The SEO shall select **two (2) 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.

The SEO shall provide each U of T member with a link to an online form (e.g. Google Form) on the voting dates and ask participating members to submit before the deadline.

In preparation for a tie, the SEO shall select an 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.

After the election is over, the SEO shall count the ballots. The candidate with the most votes shall be elected to the position. The SEO shall submit a report of the results of the elections to the Executive Committee and general members.

Registered U of T members may not vote by proxy. Non-U of T members may not nominate or vote in elections.

Only U of T 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.

Term of executive positions shall be from May 1st to April 30th.

6. Finances

The President shall keep records of all income and expenses. The President 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.

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. However, the group will not have as a major activity a function that makes it an on-campus part of a commercial organization, will not provide services and goods at a profit when that profit is used for purposes other than those of the organization, and will not pay salaries to some or all of its officers.

7. Meetings

A) Annual General Meetings (AGMs):

The group shall hold general meetings at least twice per year, i.e. once per academic term.

The Executive Committee will announce these dates two (2) weeks prior to holding the meetings. These meetings are intended to go over the group's annual activity plan, 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.

b) Executive Meetings:

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

8. Amendments

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

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

The Executive Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. Centre for Student Engagement, etc) within two (2) weeks of its approval by general members.