Constitution of the Ukrainian Students' Club at the University of Toronto

1. **Article One - Name and Purpose**

    1.1. The official name of the recognized student group is "Ukrainian Students' Club at the University of Toronto"
    1.2. The official acronym or abbreviation of the group is "USC at U of T"
    1.3. The purpose, objectives, mission and/or mandate of the organization is to:
        1.3.1. To organize and represent students of Ukrainian background at the University of Toronto and provide a forum for voicing their mutual concerns and interests,
        1.3.2. To support and raise funds for Ukraine amid the ongoing war,
        1.3.3. To provide a method for social interaction among Ukrainians, Ukrainian-Canadians and non-Ukrainians, who are interested in Ukrainian culture,
        1.3.4. To promote and propagate Ukrainian and Ukrainian-Canadian studies by bringing awareness of major historical events,
        1.3.5. To promote and propagate Ukrainian and Ukrainian-Canadian culture and heritage,
        1.3.6. To uphold, learn and promote the Ukrainian language,
        1.3.7. To provide a structure for intra-group relations for its members,
        1.3.8. To provide a structure for inter-group relations for its members,
        1.3.9. To uphold the concept of democratic rights for all individuals,
        1.3.10. To take part in joint cultural, educational and social activities with student groups from Ukrainian universities,
        1.3.11. To organise events of various formats that can be open to (but not limited to):
            1.3.11.1. The General Public;
            1.3.11.2. Ukrainians and Ukrainian-Canadians;
            1.3.11.3. Exclusively USC at UofT members;
        1.3.12. To promote information about the organisation, about Ukraine, about the history of Ukraine and ongoing war in Ukraine, and Ukrainian culture through social media, events and other formats.

2. **Article Two - Membership and Membership Fee**

    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 $0 *per annum*.

3. **Article Three - Rights of Members**

3.1. All voting members have a right to attend all general meetings of members.
3.2. All voting members have a right to cast votes at all general meetings of members.
3.3. All voting members have a right to stand for election unless otherwise stated in this document.
3.4. All voting members have a right to cast votes in all group elections and referenda.
3.5. All voting members have a right to propose and vote on amendments to this constitution.
3.6. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. **Article Four - Executive Committee**

4.1. The term for all positions on the Executive Committee shall be set annually between each voting session.
4.2. The Executive Committee shall be composed of 11 or 12 voting members.
4.3. Non-voting members may hold only non-voting positions on the Executive Committee.
4.4. The maximal 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.
4.5. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
4.6. 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.

5. **Article Five - Executive Committee Composition and Duties**

5.1. **The President shall:**
5.1.1. Be eligible to cast votes at meetings of the Executive Committee,
5.1.2. Oversee the operations, management, and success of the group,
5.1.3. Serve as an official spokesperson for the group,
5.1.4. Serve as an official representative to SUSK,
5.1.5. Maintain liaison with the community and its activities,
5.1.6. Hold signing and financial authority along with the Vice-President and Treasurer,
5.1.7. Preside over meetings of the Executive Committee and/or members,
5.1.8. Ensure a transition of office from one year to the next,
5.2. **The Vice-President shall:**
5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
5.2.2. Assume duties of the President in their absence,
5.2.3. Hold signing and financial authority along with the President and Treasurer,
5.2.4. Serve as the coordinator of activities for the St. George campus,
5.2.5. Act as a liaison with other organizations,
5.2.6. Ensure activities of the club comply with policies of the University of Toronto.

5.3. **The Secretary shall:**
- **5.3.1.** Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Maintain a list of group members and their contact information,
- 5.3.3. Take attendance and record notes at meetings of the Executive Committee and/or members,
- 5.3.4. Maintain intra-club communication.

5.4. **The Treasurer shall:**
- **5.4.1.** Be eligible to cast votes at meetings of the Executive Committee,
- 5.4.2. Record all financial transactions of the group,
- 5.4.3. Hold signing and financial authority along with the President and Vice-President,
- 5.4.4. Prepare an annual budget and a year-end financial statement for the group,
- 5.4.5. Coordinate fundraising activities,
- 5.4.6. Advise members on financial position of the group,
- 5.4.7. Coordinate and submit funding applications through UTSU.

5.5. **The Social Media Directors shall:**
- **5.5.1.** Be eligible to cast votes at meetings of the Executive Committee,
- 5.5.2. Manage the group's social media presence,
- 5.5.3. Interact and communicate with the group's online audience on social platforms,
- 5.5.4. Create and edit posters and other materials promoting the group and its activities,
- 5.5.5. Monitor and answer emails.
- 5.5.6. This position is to be represented by two (2) persons

5.6. **The External Director shall:**
- **5.6.1.** Be eligible to cast votes at meetings of the Executive Committee,
- 5.6.2. Coordinate activity between the group and other University of Toronto clubs and external organizations,
- 5.6.3. Work with the Social Director to organize collaborative events and activities with other groups.

6. **Article Six - Languages**

6.1. The two (2) official languages of the group are Ukrainian and English,

6.2. The languages may be used interchangeably within the club and hold a tantamount position within club dealings,

6.3. The use of the Russian language by club members for internal communication is heavily condemned,

7. **Article Seven - Elections**

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

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

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

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

7.5. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
7.6. 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.
7.7. The elections must be held in an unbiased manner. No individual who is seeking election may participate in planning or administering the election.

8. **Article Eight - Finances**

8.1. The Treasurer shall record all financial transactions of the group.
8.2. The Treasurer shall keep an active record of income and expenses.
8.3. The Treasurer shall prepare an annual budget and a year-end financial statement for the group.
8.4. The Treasurer shall present updates on the group's financial position at annual general meetings.
8.5. The Executive Committee must approve all expenditures over $100.00 through a majority vote at a meeting of the Executive Committee.
8.6. The group may not engage in activities that are purely commercial in nature.
8.7. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
8.8. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
8.9. The group will not pay salaries to any of its officers.

9. **Article Nine - Meetings**

9.1. The Executive Committee shall meet bi-weekly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
9.2. The group shall hold general meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.
9.3. The Executive Committee must announce the date of a general meeting to the general membership at least two (2) weeks prior to the date of the meeting.

10. **Article Ten - Termination of Membership**

10.1. 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 and/or is inactive in general club activities.
10.2. A vote to revoke membership must be held at a meeting of the Executive Committee.
10.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.

10.4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.
10.5. 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.
10.6. 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.
10.7. Executive Committee members are subject to the same termination of membership process as general members.

11. **Article Eleven - Amendments**

11.1. All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.
11.2. All voting members may propose and vote on amendments to the constitution.
11.3. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.
11.4. Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.