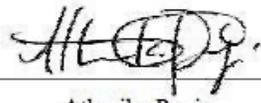




ARTICLES OF CONSTITUTION
of the Woodsworth College Students' Association

PREAMBLE

Recognizing that the values of honesty, integrity, and the free pursuit of knowledge bind us together as one, we, the students of Woodsworth College, do hereby undertake to affirm the principles of our union, founded on the ideal of representative democracy and known in name as the Woodsworth College Students' Association. It shall be the mission of this Association to enhance a sense of community in an open and honest fashion, with the goal to make the experience of every student of Woodsworth College the richest, fullest, and most rewarding possible at the University of Toronto. As necessary, this Association shall work with, or at full arms-length from, the administrators of the University and College. In addressing this undertaking to the best of our ability, we do hereby revoke all standing constitutional literature and proclaim this document to contain our Articles of Constitution, which shall unequivocally supersede all other rules of this Association as of this thirty-first day of March in the year 2008.



Athmika Punja
President



Jonathan Lall
Vice-President of Administration

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OBJECTIVES

Objectives of the Association

I.

- (1) The objectives of the Association shall be:
 - a) To serve, represent, and advocate for the students of Woodsworth College in matters affecting university life as their official student group;
 - b) To organize and administrate extracurricular cultural, athletic, professional development, community outreach, and social activities for the students of Woodsworth College to promote an atmosphere of camaraderie and collegiality;
 - c) To pursue the ends of the association in a manner in keeping with the highest standards of equity and environmental responsibility;
 - d) To actively maintain and promote the status of Woodsworth College as full, equal, and participatory members of the University of Toronto and of the greater community; and
 - e) To work in collaboration with, but remain functionally autonomous from, the administration, faculty, and staff of Woodsworth College and the University of Toronto, to secure the maximum benefit of all campus services, support, and educational opportunities for the students of Woodsworth College.

INTERPRETATION

Interpretation of this Constitution

II.

- (1) For the purposes of interpretation in this Constitution and in any document drafted by the Board of Directors:
 - a) The “**Association**” or “**WCSA**” shall refer to any of the directly elected officers defined in and governed by this Constitution, and any appointed Orientation Coordinators or temporary vacancy appointees as governed by this Constitution, if applicable;
 - b) The “**Association Offices**” or “**WCSA Offices**” shall refer to Rooms 103 and 105 of Woodsworth College;
 - c) The “**Board of Directors**” or “**Board**” shall refer to the principal deliberative body of the Association;
 - d) “**Campaigning**” shall refer to the act of persuading Members to vote or not vote for any item on a ballot;
 - e) “**Capital Asset**” shall refer to any purchase of a long-term beneficial nature that will cost the Association an amount not less than \$1,000;
 - f) The “**College**” shall refer to Woodsworth College at the University of Toronto;
 - g) “**Conflict of Interest**” shall refer to any situation in which a voting member has a large enough stake in any Association business to call into question their

- impartiality, as deemed by the Board of Directors or committee chair, where applicable;
- h) The “**Constitution**” or “**Articles of Constitution**” shall refer to this document and any amendments made hereto;
 - i) “**Direct election**” shall refer to any democratic electoral process conducted according to the Association’s own rules and involving its Members;
 - j) “**Director**” shall refer to any member of the Board of Directors;
 - k) “**First-Year Student**” shall refer to any undergraduate student who has to date completed three-and-a-half full-course equivalents or fewer;
 - l) “**Mature Student**” shall refer to any undergraduate student who identifies with one or more of the following points:
 - i. Someone who has taken time away from formal education;
 - ii. Someone who has family responsibilities that the average undergraduate student doesn’t have, such as children, a spouse, or live-in partner, or an aging parent; and
 - iii. Someone who was 21 or older when they began their first year of study.
 - m) “**Member**” shall refer to any individual that fulfills the Association’s membership requirements and pays fees as outlined in this Constitution;
 - n) “**Off-Campus Student**” shall refer to any undergraduate student of the University of Toronto whose current place of residence is entirely outside of the administrative control or regulation of the University;
 - o) “**Part-Time Student**” shall refer to any undergraduate student of the University of Toronto who is registered in two-and-a-half full-course equivalents or fewer during the University’s Fall and Winter academic sessions combined, or one full-course equivalent or fewer during the University’s Summer academic session;
 - p) “**Quorum**” shall refer to the minimum number of voting members required to be present in order to conduct the business of a deliberative body;
 - q) The “**Chair of the Board**” shall refer to the individual selected to chair the proceedings of the Board of Directors;
 - r) “**U.T.S.U.**” shall refer to the University of Toronto Students’ Union at the University of Toronto;
 - s) The “**University**” shall refer to the University of Toronto;
 - t) “**Upper-Year Student**” shall refer to any undergraduate student at the University of Toronto who has to date completed four full-course equivalents or more; and
 - u) “**Academic Bridging Student**” shall refer to any student currently enrolled in the University of Toronto’s Academic Bridging Program.

MEMBERSHIP AND FEES

Active Membership

III.

- (1) Any student currently registered as active as per the office of the Registrar of Woodsworth College shall be considered a Member upon sessional payment of Membership fees as applicable within the guidelines of the University of Toronto's Policy for Compulsory Non-Academic Incidental Fees.

Membership Entitlements

- (2) All Members of the Association are entitled to:
 - a) Participate in elections, referenda, and General Meetings of the Association;
 - b) Receive fair representation on the Board of Directors;
 - c) Nominate Members of seeking election for a position on the Board of Directors subject to the rules set forth in this Constitution; and
 - d) Sit on any Association committee whose mandate allows for the Membership to participate.

Base Membership Fee

- (3) The base membership fee for the Association shall:
 - a) Be reserved chiefly for the operating budget of the Association;
 - b) Not include in its sum the values of any Association administrated compulsory levies that are in place, if applicable; and
 - c) Have its revenue collections governed by a bylaw that clearly outlines fee instructions for the:
 - i. Fall academic session;
 - ii. Winter academic session; and
 - iii. Summer academic session.

Fee Adjustment

- (4) Annual adjustment of the base Membership fee in accordance with the level of inflation as recommended by the Office of the Student Affairs over the previous fiscal year, or any adjustment to or creation of an Association administrated compulsory levy, is subject to the assent of a majority vote of Members from a referendum called for that purpose.

BOARD OF DIRECTORS

Sovereignty of the Board

IV.

- (1) The affairs of the Association shall be governed by a democratic Board of Directors wherein each Director with voting rights:
 - a) Is explicitly outlined in this Constitution as directly elected;
 - b) Holds no more than one voting position at a time; and

- c) Carries an equal right to vote upon, speak to, propose, and second any motion in the Board of Director proceedings.

Term of Office

- (2) Each year's Board of Directors shall be:
 - a) Able to assume full responsibility for the Association immediately upon the dissolution of the outgoing Board of Directors;
 - b) Entitled to an interim transitional period between the General Election cycle and the dissolution of the outgoing Board of Directors, wherein any new elects shall be voting members and shall have the responsibility to learn from their direct predecessors; and
 - c) Mandated by its electorate to govern the Association until it moves to dissolve itself before the end of each fiscal year, which shall, in turn, fall on the last day of April and restart on the first day of May each year.

Voting Members

- (3) The Board of Directors shall include only directly elected voting positions, which shall have:
 - a) One seat per position, including only:
 - i. President;
 - ii. Vice President of Internal Affairs;
 - iii. Vice President of Financial Affairs;
 - iv. Vice President of Social Affairs;
 - v. Vice President of External Affairs;
 - vi. Vice President of Athletic Affairs;
 - vii. Vice President of Public Relations;
 - viii. Associate Director of Financial Affairs;
 - ix. Associate Director of Athletic Affairs;
 - x. Associate Director of Social Affairs;
 - xi. Associate Director of External Affairs;
 - xii. 89 Chestnut Residence Director;
 - xiii. Woodsworth College Residence Director;
 - xiv. Part-Time Students' Director;
 - xv. Professional Development Director;
 - xvi. Community Outreach & Sustainability Director;
 - xvii. Mental Health Director;
 - xviii. International Students' Director; and
 - xix. Academic Bridging Students' Director.
 - b) Two seats per position, including only:
 - i. Associate Director of Public Relations;
 - ii. Off-Campus Students' Directors;
 - iii. Mature Students' Directors;
 - iv. First Year Students' Directors;

- v. Upper-Year Students' Directors; and
 - vi. Equity Commissioners.
- c) Three seats per position, including only the U.T.S.U Woodsworth Directors.

Ex-Officio Board Members

- (4) Ex-officio Directors shall enjoy the rights to propose and speak to motion for the consideration of voting members of the Board of Directors in Board proceedings, and shall include in their ranks any:
- a) Executive Committee members whose tenure concluded when the immediately preceding Board was dissolved;
 - b) Former President of the Association whose tenure concluded when their Boards of Directors were dissolved in a previous year;
 - c) Individuals granted the status of an Honorary Director; and
 - d) Currently-sitting:
 - i. Orientation Coordinators of the Association;
 - ii. Employees of the Association;
 - iii. Temporary vacancy appointees of the Association;
 - iv. President of the Woodsworth Residence Council;
 - v. President of the 89 Chestnut Residence Council;
 - vi. Principal of Woodsworth College;
 - vii. Dean of Students of Woodsworth College;
 - viii. Chief Returning Officer of the Association;
 - ix. WOLF Coordinators from the Office of the Dean of Students;
 - x. Gala Coordinators of the Association;
 - xi. Publications Editor-in-Chief;
 - xii. Chair of the Board; and
 - xiii. Secretary of the Board.

Honorary Directors

- (5) The award of an Honorary Directorship, which meritoriously grants status as an ex-officio Director to an individual, may be extended by the Board of Directors with support of a two-thirds majority vote; and
- (6) Prior to awarding an Honorary Directorship to any individual, the board shall endeavor to vet the merits of the individual for ex-officio status and shall only appoint such individuals whom the board believes are sufficiently merited to hold it.

Proportional Representation

- (7) Upon consultation with the Board of Directors, the Chief Returning Officer may elect to suspend nominations for a period of one year any voting seats whose positions' roles are primarily to represent a constituency identified in this Constitution, but only if those positions' respective constituent Memberships are below 100 individuals per active seat at that time.

Collective Responsibilities of the Board of Directors

- (8) The Board of Directors shall be collectively responsible for:
- a) Approving and enforcing an operating budget for the Association with understandable and detailed line items;
 - b) Holding accountable the actions and recommendations of an Association initiative or committee;
 - c) Approving or rejecting official affiliations or endorsements of the Association with any external organization;
 - d) Approving or rejecting proposals to purchase Capital Assets, and on that basis identifying which purchases should be drawn from a distinct fund that shares monies from multiple years;
 - e) Conducting all Association affairs with the understanding that as an organization comprised of individuals elected to represent the best interests of the student body, that such interests shall come first and foremost in all decision-making processes undertaken by the Association;
 - f) Conducting all Association affairs with the intention of maintaining the long-term viability of the Association, as an organization meant to serve the student body of a given year, and all years to come for as long as the college shall remain in existence and the Association shall enjoy the confidence of the student body;
 - g) Ensuring the Association is acting in accordance with applicable laws, this Constitution, any bylaws of the Association, and the University of Toronto's Student Code of Conduct; and
 - h) Considering interests of constituent representation, ethics, the spirit of this Constitution, and principles of fiscal responsibility.

Board Member Responsibilities

- (9) Individual members of the Board of Directors shall each be responsible for:
- a) Effectively managing and reporting on the affairs of their position's portfolios, if applicable;
 - b) Attending Board of Director and Executive Committee meetings as allowed;
 - c) Attending all general meetings of the association with the proxy vote of another student, or sending another student in their place with their proxy vote;
 - d) Making a concerted effort to promote Association events and initiatives through their own means, as well as engaging with such events and initiatives on a regular basis;
 - e) Reporting to, recruiting, and advancing the interests of:
 - i. The constituency at large that they were mandated to represent, if applicable; and
 - ii. The greater Membership of the Association.
 - f) Recognizing, declaring, and abstaining from voting toward conflicts of interest;

- g) Acting with honesty and good faith toward the best interests of the Association, putting the interests of their constituents ahead of their own in the spirit of public service;
- h) To refrain from using their affiliation with the Association to request, extort or otherwise exact an unreasonable personal benefit or privilege from any other board member, organization, or member of the community at large;
- i) Being accessible and available both in and out of the Association Offices for a reasonable amount of time each week, and making a concerted effort to serve on no less than one standing committee and one ad-hoc committee at any given time; and
- a) Completing tasks or responsibilities agreed to be required for Board members to complete at the discretion of the President and the Vice President of Internal Affairs:
 - i. Should a member of the board of directors feel as though a task or responsibility mandated under this section is unreasonable or should otherwise not be enforced, they may put the measure to a vote by the board of directors; and
 - ii. While such processes are ongoing, the responsibility shall be suspended until the board vote is completed.

Insurance and Indemnification

- (10) The Association shall hold appropriate insurance coverage to protect itself against risk, and shall indemnify out of its own assets any of its officers, employees, or Orientation Coordinators, if applicable, against any losses and liabilities those individuals sustain or incur in the course of any proper execution of their duties.

COMMITTEES

Scope of Committees

V.

- (1) Committees of the Association shall provide focused discourse and recommendations on issues deemed pressing by the Association while carrying out all decisions made by the Board of Directors and seeking Board approval in all matters.

Standing Committee Composition

- (2) Unless otherwise stated in the mandate of the committee, all standing committees of the Association shall:
- a) Be struck democratically from willing voting Directors in a Board of Directors meeting by way of secret ballot;

- b) Select their own chairs;
- c) Have a maximum of six seats, not including the committee chair(s);
- d) Have a quorum of three committee members, one of whom must not be an Executive Committee Member; and
- e) Be open solely to the voting members and honorary members of the Board of Directors.

Ad hoc Committees

- (3) Ad hoc committees may be established on the instruction of the Board of Directors as and when necessary and shall be automatically dissolved whenever the issue for which they were created is resolved or whenever the Board of Directors is dissolved at the end of its term.

EXECUTIVE COMMITTEE

Role of the Executive

VI.

- (1) It shall be the role of the Executive Committee to direct the core affairs and day-to-day operation of the Association, to implement Association policy, and to carry out the agenda of the Board of Directors;
- (2) It shall be the responsibility of the President to consult with the Executive Committee regarding any major initiatives they wish to take on or any actions they are considering taking that departs in a significant way from the precedent set by the actions of previous boards.

Composition and Term of the Executive

- (3) The Executive Committee shall consist of the President and Vice Presidents as outlined in this Constitution, and shall be a Standing Committee automatically assembled and dissolved concurrently with the term of office of the Board of Directors.

Rules for Executive Meetings

- (4) The Executive Committee shall meet weekly or as often as necessary while ensuring not less than three days prior notice has occurred and quorum of the majority of sitting members is satisfied for each meeting.

Contingency Fund

- (5) The Executive Committee shall transparently oversee a contingency fund whose annual balance does not exceed \$3000 from the operating budget, which may, in turn, be dispensed expeditiously on items the Executive Committee determines as necessary, in order to stand for retroactive ratification by the Board of Directors.

Statutory Committee Membership

- (6) The Executive Committee shall have the right to sit as ex-officio members on any Association committee without applying to the maximum number of seats on that committee unless otherwise stated in the mandate of that committee.

Signing Authority

- (7) All financial transactions or contracts of the Association must be approved by two Executive Committee members who are authorized in Association bylaws to sign or countersign on behalf of the Association.

Non-Executive Board Member Participation

- (8) The Chair of the Executive Committee shall invite other members of the board of directors to participate in committee discussions of topics relevant to their portfolios if the Chair is aware of such a discussion within a reasonable amount of time before the committee meeting is to take place;
- (9) The Executive Committee shall also endeavor to consult other members of the board of directors regarding topics relevant to their portfolios that the committee discusses before and/or after such discussions take place;
- (10) The Chair(s) of the Executive Review Committee shall have the right to attend all meetings of the Executive Committee to stay up to date on the actions of the committee at any given time, interjecting only in such cases where they believe the actions of the Executive Committee are contravening the interests of the association; and
- (11) The Chair of the Executive Committee may invite the Chair(s) of the Executive Review Committee to contribute regarding a matter under discussion if such contributions are deemed relevant.

BOARD OF DIRECTORS MEETINGS

Rules of Order for the Board

VII.

- (1) Board of Director's proceedings shall be carried out according to the most up-to-date edition of Robert's Rules of Order Newly Revised, which shall be overruled only

by this Constitution, Association bylaws, or any other policy recognized to be of the same force and effect.

Board Meetings

- (2) Board of Director meetings shall:
- a) Occur not less than once every month;
 - b) Contain a report from any portfolios outlined in Association bylaws unless one was previously received less than two weeks prior;
 - c) Require not less than two weeks' prior notice be given to Directors;
 - d) Be subject to a quorum of the majority of currently-sitting voting Board members, resulting if not met in a rescheduling subject to the same rules as the original meeting;
 - e) Be open to viewing by any Member and transparent in conduct unless otherwise resolved within that meeting; and
 - f) Have the attendance of all voting members present taken by the Chair of the Board and recorded in the final meeting package by the Secretary.

Emergency Board Meetings

- (3) Emergency Board of Directors meetings may be called either by the President or by a petition bearing the signatures of a majority of currently sitting voting members, wherein:
- a) All motions normally requiring a simple majority must pass with a two-thirds majority vote;
 - b) Reasonable steps have been taken to give not less than one full day of prior notice to all Directors;
 - c) Normal attendance obligations in effect for Directors are suspended; and
 - d) Only business discussed in the original call may be deliberated upon.

General Meetings

- (4) All Members shall enjoy the rights to speak to, propose, second, and vote on any motion in any Annual or Special General Meeting of the Association, in which:
- a) A quorum of 50 Members shall apply, resulting if not met in a rescheduling subject to the same rules as the original meeting;
 - b) One vote and quorum seat may be carried by proxy per person; and
 - c) Not less than two weeks' reasonable notice must be given to the Membership.

Annual General Meeting

- (5) The Association shall hold an Annual General Meeting in the University of Toronto's Winter academic session
- a) Wherein agenda items shall be limited to the following Association affairs:
 - i. A President's Address on the state of the Association;

- ii. A financial report from the Vice President of Financial Affairs including the reception of audited financial statements;
 - iii. Electoral candidate speeches;
 - iv. Any proposed amendments to this Constitution; and
 - v. Items the Board of Directors has resolved to add.
- b) In which agenda items shall only be accepted from any Member not less than one week in advance.

Special General Meetings

- (6) Special General Meetings shall initiate direct democracy on especially important issues facing the Board of Directors, and shall be called only if the Board of Directors resolves to hold a Special General Meeting with the support of a two-thirds majority vote.

ELECTIONS AND NOMINATIONS

Election Cycles

VIII.

- (1) Having been openly given not less than two weeks' time to seek nomination, electoral candidates may stand for election:
- a) In the General Election, beginning in March for the positions of:
 - i. President;
 - ii. Vice President of Internal Affairs;
 - iii. Vice President of Financial Affairs;
 - iv. Vice President of Social Affairs;
 - v. Vice President of External Affairs;
 - vi. Vice President of Athletic Affairs;
 - vii. Vice President of Public Relations;
 - viii. Associate Director of Financial Affairs;
 - ix. Associate Director of Athletic Affairs;
 - x. Associate Directors of Public Relations;
 - xi. Associate Director of Social Affairs;
 - xii. Associate Director of External Affairs;
 - xiii. Part-Time Students' Director;
 - xiv. Mature Students' Directors;
 - xv. Professional Development Director;
 - xvi. Community Outreach & Sustainability Director;
 - xvii. Mental Health Director;
 - xviii. International Students' Director;
 - xix. Equity Commissioners;
 - xx. Academic Bridging Students' Director;
 - xxi. U.T.S.U. Students' Directors;
 - xxii. Off-Campus Students' Directors; and

- xxiii. Upper-Year Students' Directors.
- b) In the By-Elections, beginning in the first week of October for positions that have become or been vacant since the General Elections, and for the positions of:
 - i. First-Year Students' Directors;
 - ii. Chestnut Residence Director; and
 - iii. Woodsworth College Residence Director.

Nomination and Eligibility

- (2) Any member shall be eligible to declare candidacy for election in order to be elected for a voting position of the Board of Directors, provided that:
 - a) A nomination form for the Member seeking nomination for candidacy verifiably bears the signatures of not less than:
 - i. 25 Members if seeking nomination for election to an Executive Committee position or a UTSU Woodsworth Director position; and
 - ii. 10 Members if seeking nomination for election to a position not on the Executive Committee.
 - b) A written declaration of candidacy not exceeding 850 characters for the Member seeking nomination is submitted to the Chief Returning Officer and attached to the nomination form for eventual reproduction and inclusion at polling stations;
 - c) The Member seeking nomination is not
 - i. On academic probation;
 - ii. Intending to graduate until after the next General Election, or
 - iii. Under the legal age of majority if seeking nomination for a seat which is authorized in Association bylaws to sign or countersign on behalf of the Association.
 - d) The Member seeking nomination has fully read, understood, and agrees to uphold this Constitution if elected; and
 - e) The Member has not already submitted another valid nomination package for another position in the election.

Candidacy Requirements

- (3) A member shall only be eligible to declare candidacy for the positions of:
 - a) Mature Students' Director if they are a member of the Mature Students constituency at the time of nomination;
 - b) Academic Bridging Students' Director if they are or were a student of the Academic Bridging Program;
 - c) Part-Time Students' Director if they are a part-time student for the year in which they will be holding office;
 - d) Upper Year Students' Director if they are an upper-year student for the year in which they will be holding office;

- e) First Year Students' Director if they are a first-year student for the year in which they will be holding office;
- f) Woodsworth Residence Director and Chestnut Residence Director if they are a resident of the respective residence;
- g) Off-Campus Students' Director if they are residing outside of the University campus for the year they will be holding office; and
- h) International Students' Director if they are or were an international student as deemed by the office of the Registrar of Woodsworth College.

The CRO

- (4) The following shall govern the conduct and appointment of the CRO:
 - a) Every year before By-Elections, the Board of Directors shall appoint an individual who is not a Member to act as Chief Returning Officer for elections, whose duties shall include:
 - i. Penalizing or excluding electoral candidates who have breached election regulations, and recommending to nullify the results of any election or referendum in respect of gross irregularity;
 - ii. Ensuring that the administration of elections and referenda is not prejudicial toward any candidate or cause;
 - iii. Appointing, if appropriate, a Deputy Returning Officer to assist with the administration of any election;
 - iv. Establishing rules and dates for election nominations and polling; and
 - v. Tabulating, recording, and announcing all election results in a timely fashion after polls close.
 - b) Board of Directors shall appoint an individual who is not a Member to act as Chief Returning Officer for referenda, whose duties shall include:
 - i. Recommending nullifying the results of any referendum in respect of gross irregularity;
 - ii. Ensuring that the administration of referenda is not prejudicial toward any cause;
 - iii. Appointing, if appropriate, a Deputy Returning Officer to assist with the administration of any referendum; and
 - iv. Tabulating, recording, and announcing all referendum results in a timely fashion after polls close.
 - c) The CRO shall have the authority to make expedited, temporary amendments to the policies surrounding the election should the Elections and Referenda Committee agree that a given circumstance necessitates such amendments be made;
 - d) It shall be the responsibility of the CRO to only use such authority when necessary, and seek out more democratically oriented alternatives wherever possible; and
 - e) Such uses of authority shall be subject to review by the members of the Board of Directors who were not candidates in the election which provided the context for the rule amendment in question.

Criteria for Election

- (5) Electoral candidates shall be declared elected by:
- a) Receiving a plurality, second highest or the third-highest number of Member votes of any candidate if the position they seek election to is contested and has up to three seats;
 - b) Receiving either a plurality or the second-highest number of Member votes of any candidate if the position they seek election to is contested and has two seats;
 - c) Receiving a plurality of Member votes if the position they seek election to is contested and has one seat or was tied;
 - d) Receiving more Member votes in favor of their confirmation than against in a yes or no question on the electoral ballot if the position they seek election to is uncontested; or
 - e) Receiving a plurality or second-highest number of member votes excluding current board members and other candidates running in the election if they are running for one of the Equity Commissioner positions so as to protect the independence of the commissionership.

Polling Stations

- (6) Polling stations for elections and referenda of the Association shall:
- a) Include at least one that is openly situated at Woodsworth College or Woodsworth College Residence;
 - b) Be staffed at all time by no less than one individual deemed independent by the Chief Returning Officer;
 - c) Be open for voting on not less than three weekdays;
 - d) Be clearly marked as polling stations;
 - e) Be equipped to reliably verify that voting occurs only once by each Member; and
 - f) Be implemented at the discretion of the CRO.

RULES AMENDMENTS AND REFERENDA

Constitutional Amendments

IX.

- (1) Amendments to this Constitution shall require not less than three weeks' reasonable and widespread prior notice to the Membership at large;
- a) Support of a simple majority of Member votes cast in a referendum; or
 - b) A vote in support by a majority of members of the Policy Review Committee followed by a two-thirds majority vote at a General Meeting followed by support of a two-thirds majority vote in favour at the subsequent Board of Directors meeting.

Bylaw Amendments

- (2) Association bylaws may only be amended, removed, added, or overruled by a vote in support by a majority of members of the Policy Review Committee followed by a motion supported by a two-thirds majority vote of the Board of Directors.

Association Policies and Policy Amendments

- (3) New Association policies shall only be created by a motion supported by a two-thirds majority vote of the Board of Directors.
- (4) Association policies shall be amended at the discretion of any standing or ad-hoc committee whose purpose most directly relates to the purpose of the policy.
- (5) Should there be no clear Committee to review a given policy, it shall be the responsibility of the Policy Review Committee to make necessary amendments, subject to subsequent approval by means of a motion supported by a two-thirds majority vote of the Board of Directors.
- (6) The Policy Review Committee shall have the right to internally debate any new Association policies or policy amendments regardless of which committee makes the amendment.
- (7) Any member may refer to a policy amendment made without Board Approval to the Board of Directors, thereby causing it to require the support of a two-thirds majority vote of the Board of Directors for approval.
- (8) If a policy is recognized in the Bylaws to be of the same force and effect as the Bylaws, then it shall be subject to the same process for amendment as the Bylaws are under this Constitution.

Referenda

- (9) The Association may opt to involve its Membership by taking an issue or issues to a referendum, which shall be binding only if the referendum is:
 - a) Overseen independently from the political leadership of the Association under the ultimate purview of the Chief Returning Officer;
 - b) Posed to the entire Membership, of which not less than 5% must participate;
 - c) Reasonably advertised to the Membership not less than three weeks in advance of polling;
 - d) Reasonably understandable as a yes or no question; and
 - e) First proposed by:
 - i. The Board of Directors with support of a two-thirds majority vote, or
 - ii. A petition ruled as in order by the Chief Returning Officer verifiably bears the signatures of not less than 100 Members.

Expedited Voting Process

- (10) Should a voting member of the Board of Directors require board approval on a matter that cannot wait until the next scheduled board meeting, they will use an official form of communication to submit to the chair of the Board of Directors:
 - a) A formal motion to be voted on;
 - b) A rationale behind the motion submitted; and
 - c) A rationale for why the motion requires an expedited vote.
- (11) Within 24 hours of the submission, the chair will decide whether or not the motion warrants an expedited vote.
- (12) In the event that the motion does warrant an expedited vote, the Chair will send out the voting motion as previously submitted to the entire Board using any means of official communication.
- (13) The Board will have a reasonable amount of time to discuss the motion in question using official communication.
- (14) At the discretion of the Chair, the discussion period will be called to an end at which point, Board Members will be given 24 hours to submit their vote on the motion at hand to the Chair.
- (15) At the end of the voting period, the Chair will indicate to the entire board what the outcome of the vote is and that outcome will be ratified at the next scheduled board meeting.

VACANCIES AND REMOVAL FROM OFFICE

Vacancies

X.

- (1) In the event of a voting position becoming vacant, the Board of Directors may opt to appoint a willing temporary replacement from the Membership:
 - a) Who did not fail to receive confirmation for an uncontested seat of any kind in the immediately preceding election cycle;
 - b) Who is thoroughly vetted by the Vice President of Internal Affairs under the oversight of the Board of Directors;
 - c) Who shall sit on the Board of Directors as an ex-officio member; and
 - d) Whose term of office shall expire before the next election cycle.
- (2) In the event an Equity Commissioner seat is vacant, the Equity Committee, excluding all current voting board members, shall undertake the process outlined above as administrated and overseen by the Chair of the Board or a third party agreed upon beyond the sphere of influence of the executive.

Leave of Absence

- (3) In the event that Directors declare not less than one month in advance to the Board of Directors their intent to take a leave of absence due to their required geographical distance from the University of Toronto, those Directors shall not be counted as sitting members in the context of quorum rules for any aspect of the Association.

Removal from Office

- (4) A voting Director shall be immediately removed from office if:
- a) At any time, the Director ceases to meet the Membership criteria;
 - b) The Board of Directors resolves to forcibly remove the Director from office as per provisions set forth in this Constitution; or
 - c) The Director resigns by submitting a letter of resignation that is in turn ratified by the Board of Directors.

Forcible Removal

- (5) Any voting Director may be forcibly removed by the Board of Directors, forfeiting all rights of Board membership for the remainder of the Board's term of office, if:
- a) The Director has demonstrably acted in contravention of applicable laws, the Constitution, Association bylaws, or other association regulations recognized to be of the same force and effect;
 - b) A vote by secret ballot of the Board of Directors requiring a two-thirds majority or a referendum calling for the Director's removal passes; and
 - c) The Director has been given not less than one week of advance notice by the President or Vice President of Internal Affairs of an intention to remove the Director from office before the question is brought to the Board of Directors.

GRIEVANCES

Grievance Procedure

XI.

- (1) Should an external individual or group file a formal written grievance with the Association or any of its officer or employees, the privacy of any grievors shall be respected at all times if requested;
- a) The President shall have the opportunity to respond in writing within one week to the satisfaction of the grievors; and
 - b) The President shall have the opportunity to designate a neutral party who is not a voting Director to schedule and mediate a meeting between the parties to the grievance within two weeks.

The Higher Grievance Board

- (2) If a resolution cannot occur within three weeks of the grievance, a Higher Grievance Board shall be struck, which:
- a) Consists of no more than two arbitrators, including an individual recommended by the Office of Student Affairs if possible; and

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- b) Shall give a decision to be ratified by the Board of Directors unless at that time a counter-proposal is issued with the support of a two-thirds majority vote of the Board of Directors to bring both the decision and counter-proposal to a Special General Meeting for final resolution by the Membership.

ENABLING CLAUSE

Enabling Clause

XII.

- (1) These Articles of Constitution shall be the supreme ruling articles of the Association as of 31 March 2008.