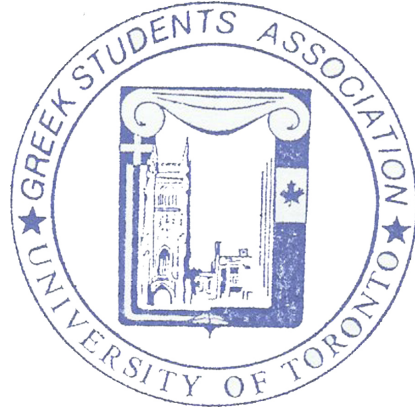


# **Greek Students' Association of the University of Toronto**



## **THE CONSTITUTION:**

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### **Article 1: Name**

The organization shall be called the "Greek Students' Association of the University of Toronto".

### **Article 2: Seal**

The seal will bear the name of the Association; the President shall be the holder of the Seal.

### **Article 3: Language**

The official languages of the Association shall be both Greek and English

### **Article 4: Aims and Purposes**

- a. To serve as the official organization of the Greek student body of the University of Toronto.
- b. To promote good fellowship and co-operation among the University students of Greek descent and all other students of the University.
- c. To assist Greek students who have newly arrived to the University.
- d. To promote and portray within the Greek community and the University community the Greek culture
- e. Initiate and promote relations between other organized Greek students in other universities and institutions of higher learning.
- f. To promote the benefits of higher education within the Greek Community.

- g. To provide scholarships and bursaries to students of Greek descent at the University.

### **Article 5: Membership**

#### **a. Members**

Any member of the University of Toronto (students, alumni, academic and administrative staff) may become a member and enjoy all privileges of membership in the Association including the right to vote and to hold office.

#### **b. Membership**

Every prospective member shall complete an application form declaring name, address, and status at the University. A membership fee of at least \$5.00 per year shall be levied on all members. The exact sum shall be decided upon the general assembly before the beginning of the academic year. The Association as official proof membership shall issue a card.

#### **c. Honorary Members**

Distinguished persons recognized for extraordinary services to the Association, the University of the Greek community should be eligible for honorary membership. They shall be nominated by a majority vote of the executive at least one week before the annual elections; suggestions for nominations may be submitted, in writing, to the executive by any member. Elections shall be 3/5 (three fifths) majority votes at a general assembly meeting. They shall retain all privileges of the Association except the right to vote and/or hold office.

### **Article 6: Officers**

#### **Office of the Executive Committee**

The Executive committee shall be comprised of seven members. Any member of the Association has the right to be nominated for the Executive committee. The executive committee is responsible for the Association. The assignment of the specific duties of the members shall be decided within the committee. All members of the Executive shall be eligible for re-election.

#### **Conditions of Office**

- a. Before his/her term of office commences, the President is preferred to have been a member of the Association, in good standing, for at least one year. He/she shall be eligible for re-election.
- b. The Secretary general shall be during this term of office a member of any academic year. He/she shall be eligible for re-election. His/her term in office

shall be one year, expiring when the election committee assumes responsibility for the conduct of elections for officers.

## **Article 7: Duties of Officers**

### **1. The Members shall elect:**

- a. One of its members to be the President of the Executive and the Association. In this capacity, he/she shall:
  - i. Be the holder of the seal
  - ii. Preside at all meetings of the Executive
  - iii. Provide his/her Seal and signature on all official transactions and documents of the Association
  - iv. Co-ordinate the activities of the Executive

The President shall be elected during the first two meetings of the Executive. His/her elections shall require absolute majority, i.e. a minimum of four votes.

- b. One of its members to be the Secretary general of the Association. In this capacity he/she shall:
  - i. Inform and assist the President in the current business of the Association
  - ii. Keep all official documents of the Association
  - iii. Keep the minutes at all general assemblies of the Association and meeting of the Executive

His/her election shall require absolute majority.

- c. One of its members to be the Treasurer. In this capacity, he/she shall:
  - i. Be in charge of all financial matters of the Association
  - ii. Keep receipts and complete financial records for all financial transactions of the Association

His/her election shall require absolute majority. All financial documents requiring signature(s) shall be co-signed by the Treasurer and the President.

- d. The Executive committee shall assign specific duties to its members:
  - i. Communications
  - ii. Entertainment
  - iii. Public Relations
  - iv. Cultural Affairs
  - v. Membership
  - vi. Other

The role of the members of the Executive Committee is to co-ordinate the activities of the Association. In order to accomplish their duties, two conditions are required:

- I. Each member of the Executive Committee should form working committees composed of members at large of the Association for undertaking and completion al all projects and events.
  - II. Members of the Executive shall co-operate amongst themselves and work together regardless of their area of responsibility.
2. The President is obligated to initiate the workings of a scholarship committee and ensure the continuation of the annual scholarship fund.
  3. The Executive shall announce well in advance all upcoming events and meetings of the Association by direct main and advertising.
  4. For all maters and events with budgets over \$250, approval and expenditures are made.
  5. The majority of the Executive members should be present at every General Assembly.

### **Article 8: Election of Officers**

#### **1. Election Date**

The election date shall be decided by the Executive and shall take place no later then the last week of April. Preferably, elections should be held before the Final Examination period at the University of Toronto.

#### **2. Nominations**

Nominations shall be open until election date and until the elections committee declares the nominations closed before the voting proceeds. All nominations must be members in good standing.

#### **3. Election Committee**

The Election Committee shall consist of the Election Chairman and two Polling Officers. The Assembly will elect these.

#### **4. Voting**

Before depositing the ballot, the voter shall present his/her valid membership card and the election Committee shall check the eligibility of the voter. Only members of the Association in good standing may vote. The Polling Officers shall then count the members and the results made public by the election Committee. The member with the most votes per position will be elected to that position.

#### **5. By-Elections**

If a by-election is required, it shall be held as soon as possible and conducted in a manner similar to that of the annual general election.

## **Article 9: Meetings**

### **1. General Meetings**

The General Meetings of the Association shall be called least once monthly by the Executive and presided over by a speaker elected by that day's Assembly. The speaker may vote on a motion. A member of the Executive shall serve as the Chairman of the meeting until the election of the Speaker. A Quorum shall consist of 20 members or 1/3 (one third) of the membership, whichever is less. In the event quorum cannot attend, the executive shall schedule another meeting as soon as possible. Quorum at this meeting shall be 15 members. No decisions can be taken or motions voted upon, unless quorum is met at all times. The business shall be conducted as follows:

- a. Reading of the minutes of previous General Meetings (secondary acceptance required)
- b. Business arising from minutes
- c. Executive Report (Summary of activities and latest developments and briefing of the Assembly)
- d. Report of the Treasurer (secondary-acceptance required). In the absence of the Treasurer, another member of the Executive shall present the Treasurer's Report, preferably the President.
- e. Report of all standing committees (secondary-acceptance)
- f. Executive motions, if any exist (no secondary-acceptance required)
- g. New Business

### **2. Executive Meetings**

- a. The meetings of the Executive shall be called upon be the Executive at least every two weeks (preferably at least weekly) during the academic year and at least monthly during the summer recess.
- b. Minutes and records of all decisions shall be kept by the Secretary and be accessible to the membership. All decisions of the Executive shall be subject to approval/endorsement of the subsequent General Assembly
- c. All decisions of the Executive shall require an absolute majority of all the members of the Executive (i.e. minimum 4 (four) votes in favour) to pass

### **3. Emergency Meetings of the Executive**

Any member of the Executive may call an emergency meeting of the Executive if the need arises. Conduct shall be similar to regular Executive meetings.

### **4. Annual Joint Executive Meeting**

The annual joint meeting of incoming and outgoing Executives shall be called by the President no later than one week after the new Executive have been elected. At this meeting, the outgoing officers should also offer their

recommendations, advice and guidance to the newly elected officers, in order to ensure a smooth transition and assist the officers with their new duties.

## **Article 10: Finances**

### **1. Donations**

The Association, pending approval by the General Assembly, may accept any donation.

### **2. Administration of Funds**

The Executive shall be the sole body empowered to administer the funds of the Association, to receive accounts and to pay accounts. The signing officers shall be two members of the executive (Article 7.1.c). Unless voted otherwise by any General Assembly, all Association accounts shall be held at the National Bank of Greece branch most accessible to the responsible financial officers.

3. The Executive shall at the beginning of its term of office and at the end of the first term of the academic year, submit a budget approved by the Executive to the Association, subject to approval by the Association.

### **4. Records**

The Executive, through its members is responsible for the financial matters and shall keep accurate and complete financial transactions of the Association. These records shall be readily available to the members.

## **Article 11: Committees**

Committees under the direction of the Executive and Special Committees constituted by the Executive shall keep complete records of all proceedings and financial transactions.

## **Article 12: Amendments**

### **1. Notice**

Notice of any proposals for amendments to this constitution must be given at a General Assembly of the Association. The proposed amendments shall be discussed during the following General Assembly.

### **2. Approval**

For approval of amendments, a quorum of 40 (forty) members or 50% (fifty per cent) of the membership is required, whichever is less. The proposed amendment shall require a 3/5 (three fifths) majority to pass.

This edition of the Constitution has been in effect since the 2004/2005 academic year.

This edition of the Constitution for the Greek Students' Association of the University of Toronto was re-ratified by its General Assembly and Executive Committee on September 10<sup>th</sup>, 2009 at 7:00 pm.

2009/2010 Greek Students' Association Executive Committees' Signatures

**President**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Vice President**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Vice President**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Treasure**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Social Director**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Cultural Director**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Secretary General**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date