

Constitution of the Jewish Engineering Students' Association at the University of  
Toronto

Version Approved: Wednesday March 21, 2007

**Preamble**

We, the Jewish Engineering Students at the University of Toronto, hereby establish the constitution of the Jewish Engineering Students' Association at the University of Toronto.

**Article 1: The Name**

- A. This organization shall be called the Jewish Engineering Students' Association at the University of Toronto.
- B. This organization will be referred to as JESA hereafter.
- C. The pronunciation of the organization should sound as follows: "Jeh-Sah."

**Article 2: Objective**

To serve the Jewish engineering student body and provide them with Jewish cultural experiences and social programming throughout the year.

**Article 3: Membership**

*Section 1*

- A. All those who are enrolled or have been enrolled in one or more courses at the University of Toronto are eligible for membership into JESA. These include students and alumni.
- B. The membership of JESA must consist of at least 50% of its members of being members of the University of Toronto Engineering Society as defined by the said group. (Refer to Policy Number 2004-10-02 of the engineering society.)
- C. Although membership is open to any of the aforementioned in part A, it is the responsibility of the organization to adhere to part B and to stress the membership to culturally Jewish Engineering students.

*Section 2*

There shall be no dues owed to JESA by its members.

**Article 4: Organizational Structure**

### *Section 1: Role of the Executive Council*

The affairs of JESA shall be administered by the executive council.

### *Section 2: Members of the Executive Council*

The executive council shall consist of the following members: The President, The Vice President of Finance (treasurer), the Vice President of Communications and Publications (Secretary) and the Vice President of Social Activities and Events.

### *Section 3: Decision Making of the Executive Council*

- A. The Executive Council can vote on any issue relating to the organization.
- B. All members of the executive council shall have 1 vote on any vote conducted by the executive council. All votes shall be passed by a majority vote excluding abstentions.
- C. The executive council has the ability to put forward any decisions to a general vote in which any member has one vote.

### *Section 4: Removal or Retiring of executive council members:*

- A. Any member of the executive council who consistently disregards responsibility may be removed by a unanimous vote of the executive council. This member must leave while such a vote takes place and cannot vote on this.
- B. Any member of the executive council who wishes to resign from his position must give the executive council enough time to run a by-election to replace his position. This member must fulfill his responsibilities until the by-election occurs.

### *Section 5: Meeting Requirements*

- A. The executive council must have a minimum of one general meeting a year at which executive members must give a report on the status of each of their departments.
- B. The executive council must hold at least 4 meetings during the year with no more than 2 months of school time in between. Executive meetings must be scheduled to accommodate all executive members.
- C. Decisions cannot be made in the absence of any executive council members.
- D. Without the hardhat given to the president by the University of Toronto Engineering Society being worn by the president, no decisions shall take place. In case of a misplaced hardhat, he/she should wear at the minimum his own yellow hardhat.

### *Section 6: Elections*

A. Elections shall take place at the end of the previous school year. The vote is done by ballot, with a required student T- Card.

B. Only registered members can vote. These members must be registered at least two weeks prior to elections.

C. Bi elections will occur in the event that an executive member is removed.

D. Election term for any member is one full year from the time of election. This term ends when the succeeding member takes over the following year.

E. In the event that no president runs, it is the responsibility of the previous president to appoint an interim chairman until a new president is elected.

*Section 7: Roles of the executive council members:*

A. The executive council members are responsible for all of the aforementioned responsibilities. The following is the special responsibilities for each member of the executive council.

B. The President is responsible:

- For keeping all executive members on task
- For providing guidance to the rest of the executive body
- For scheduling meetings and preparing the agendas for such meetings.
- For presiding over the meetings.
- For advising the next president in club policy.

Beside these responsibilities, he/she, should any executive council member be unable to perform a duty, must fill in for that member. The president should initiate movements for the removal of any member, although this is not limited to him. The president shares the responsibility of communication with other groups. He/she should be responsible for the initiation of inter-organizational programs. The president shall act as a figure head

C. The Vice President of Finance is responsible for

- determining a budget.
- allocating funds.
- keeping all programs within budget requirements.
- Balancing the budget

He prices the events in co-ordination with the Vice President of Social Activities and Events. This person must be responsible for communication with all possible sources of extra funding.

D. The Vice President of Social Activities and Events: Is responsible for organizing no less than four events per year. This person is responsible for implementing all JESA

events. This person should work in co-operation with the entire board on each project. All events must be discussed by the executive council.

E. The Vice President of Communications and Publications: Responsible for all publications under JESA. Responsible for communication with any affiliated clubs. This person acts as a liason between outside organizations. He/ She is responsible for all emails sent to JESA members. He/She is also responsible for taking minutes at all meetings and publishing such minutes.

### *Section 8: General Meetings*

A. General meetings must consist of the following:

- A report from each member of the executive council dealing with anything since the previous general meeting.

B. General Meetings may consist of:

- Votes, from the executive council, that have been passed to the general meeting.
- Motions from any member of JESA. These have to be submitted 3 days prior to the General Meeting, unless otherwise stated by the President.

C. General Meetings must be accommodating to every member of JESA.

## **Article 5: Miscellaneous**

### *Section 1: Special Officers*

A. The Officer of Web Development: Responsible for logo development, all web activities and the development of JESA's website. The officer is appointed by the Vice President of Communications and Publications. This officer will have no voting powers in executive council meetings.

### *Section 2: Food*

All food provided by JESA will be strictly kosher as set by the standards of COR.

## **Article 6: Constitutions**

### *Sections 1: Amendments, Revised Constitutions and New Constitutions.*

A. Any member may make motions to amend this constitution.

B. Any member may also draft a new constitution.

C. For parts A and B, these will consist of a motion to be considered at the next general meeting.

D. A vote will commence at the general meeting by all members. Every member will have 1 vote on this motion. If a 2/3 majority of the votes are in favour of the motion, the amendment will be put into effect. Otherwise, the motion will get defeated.

*Section 2: Effects of this constitution*

A. Upon ratification, this constitution and all provisions herein, shall become JESA law.

B. Any prior constitution of JESA shall be void upon establishment of this version of the constitution.