



## DRAFT CONSTITUTION

Ryerson First Students Union

# Ryerson First Students' Union Constitution

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### Article I. Preamble

- (a) The Ryerson First Students' Union understands that its Membership comes from a host of diverse spheres of culture, ideology, and political thought, and therefore believes that it exists to promote the values, ambitions, and goals of its Membership in a non-partisan, ethical, fiscal responsible, and neutral way.
- (b) This Union does not believe that it is a law in of itself and understands it should not try to Governor and control the lives of its Membership beyond that which is dictated by Federal, and Provincial Law.
- (c) This Union believes that in order to invoke true change and involvement it must avoid needless bureaucracy and empower its Membership to make change at the individual level.
- (d) This Union will be based on the premise of Student Volunteerism, and No Executive, Governor, or Senator may receive any remuneration or salary directly or indirectly, except that which is out lined in these Articles.
- (e) These Articles shall be the Primary Governing document of the Ryerson First Students Union and may only be change at a meeting of the general Membership where at least 50% of the Membership is present in person, or by proxy.

### Article II. Mandate

- (a) The Mandate of this student Union shall be guided by its four chief aims and purposes:

**First:** *To promote a university community built upon the foundations of equity, involvement, transparency, fiscal responsibility and neutrality.*

**Second:** *To advance successful entrepreneurial spirit and community involvement amongst the student Membership.*

**Third:** *To devote the student government's efforts to the welfare and advancement of Ryerson University and to the students this Union represents.*

**Fourth:** *To prepare all Ryerson University students for professional and entrepreneurial pursuits they wish to embark on after their studies have ended at Ryerson.*

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### Article III. Guiding Ethos

- (a) All Leaders must understand that Governance is a responsibility and not a privilege and should strive to always remember that they must govern by the following order:

*First My Mandate,  
Second My Constituents, And only then  
May I govern for myself.*

- (b) All Members Elected to positions of responsibility or authority shall understand and vow to uphold the following statement as a professional creed:

*We, the entrusted, devote ourselves to developing the moral integrity required of a leader by governing by the following creeds of:*

- i) Truth, the quality to speak and act in an honest and straight forward way;*
- ii) Moral Obligation, the responsibility to govern with the well being of those who entrusted you;*
- iii) Unselfish leadership; to never put the needs of myself above those I represent; and perform my duties to the best that effort, thought and dedication can provide.*

### Article IV. Student Union Autonomy

#### Section 4.01 General

- (a) Administrative and government interference in the democratic processes of students' Unions are almost always based on political considerations and are a direct attempt to hinder or cease to work of the students' Union that may or may not be in direct opposition to the interests of external bodies. As an advocacy organization, it is the right of students' Unions to oppose administrative or government policy, educate its Members on the detrimental effects of such policies, and mobilize to defeat or repeal it should it be in conflict with the aims and purposes, constitution and by-laws of the RFSU.
- (b) As an incorporated entity separate from Ryerson University, the Ryerson First Students Union (RFSU) is accountable only to its Membership and exercises full autonomy in all its operations, policies, and electoral processes, and accountable to any provincial and federal laws. Only the Membership has the sole authority to order any action of the Union. The Ryerson First Students Union is opposed to any and all interference from external bodies and the solicitation thereof.

#### Section 4.02 Policy

- (a) As an incorporated entity separate from Ryerson University, the RFSU opposes all attempts by external parties to interference with its autonomy as a separate entity.

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- (b) The RFSU is accountable only to its Membership, and to provincial and federal laws. RFSU accordingly takes direction from them in all manners relating to the policies and operations of the Union. The Membership has the sole authority to order any action from the RFSU and can do so during its annual general meetings, annual general elections or any process outlined in the Unions operations policies, constitution and bylaws as appropriate.
- (c) The RFSU is the sole authority in holding their elected representatives to account through general Membership meetings, elections, by-elections, referenda or any other decision-making structure as outlined in the constitution, bylaws and operating policies of the Union.
- (d) The RFSU advocates on behalf of their Membership.
- (e) The RFSU has the right to have Membership fees remitted by administrative authorities in a regular and timely fashion without preconditions.
  - (i) *These fees will be adjusted automatically at two (2) year intervals to adjust for inflation at the rate established by a verifiable government source.*
  - (ii) *Any further increases will require a referendum of its Membership.*
- (f) The RFSU has the right to hold independent, democratic elections without the oversight or interference of any external body, including but limited to representatives from the University administration, Members of parliament, city council, or any public service staff.
- (g) The RFSU opposes:
  - (i) *Any and all interference from university administrations or any level of government in RSU operations, policies and practises, or electoral processes;*
  - (ii) *The withholding or refusal to remit Membership fees to the RFSU by the university administration for any reason ;*
  - (iii) *Any attempts to change or modify Membership criteria, the structure of Membership fees, or the processes by which said fees are collected and remitted to the RFSU by external bodies such as the municipal, provincial or federal governments or the university administration;*

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### Article V. Membership and Organisation of the Students Union

#### Section 5.01 Seal

- (a) The seal, an impression of which is stamped in the margin of this Constitution, shall be the seal of the Corporation. The secretary of the Corporation shall oversee the corporate seal and its use.

#### Section 5.02 Membership of the Union

- (a) Members of the Students' Union shall be deemed to be:
  - (i) all individuals who are currently enrolled as a student at Ryerson University and have paid the Ryerson First Students' Union student activity fee for the current term of study, which are undergraduate students enrolled in a full-time program and all graduate students; or,*
  - (ii) those persons elected as the Board of Governors of the Students' Union as defined by these by-laws.*
- (b) Those elected to office in either the Senate or Board of Governors in their last year of university shall be ex-officio Members of the student's Union for the duration of their office.

#### Section 5.03 Rights of the Membership

- (a) All Members of the Students' Union are entitled to the following inalienable freedoms
  - (i) All rights and Freedoms as outlined in the Canadian Charter of Rights and freedoms, and the Ontario Human Rights Code,*
  - (ii) All Members have the right to be treated with respect, dignity and consideration, regardless of personal characteristics such as race, national or ethnic origin, colour, religion, sex, age, or mental or physical disability, sexual orientation, marital status or citizenship, gender identity and association.*
  - (iii) All Members have the right to study, work and socialize in an affirming environment that is free from harassment, violence and discrimination.*
  - (iv) All Members have the right to be aware of the financial, administrative and political decisions made by the Union, and may not be denied the right to attend or gain the records of any meeting of the Unions' Board of Governors or Senate, so long as the Member requested the information using the channels so outlined by the Senate.*
  - (v) All Members have the right to honest, transparent, and representative student government.*

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- (vi) All Members in good standing have the right to vote in the elections of the Board of Governors or Senate.*
- (vii) All Members have the right and freedom to promote, recruit, and champion causes and pursuits on Union property or events regardless of affiliation so long as it does not violate the rights of another Member, including but not limited to the right of peaceful usage and enjoyment, or the Advertising regulations as set forward by Provincial or Federal legislature.*
- (viii) All Members have the right to honest, transparent and timely communications.*
- (ix) All Members have the right to be free of spam mail.*

#### **Section 5.04 Right to Transparency and Access of information**

- (a) All Members, Governors, Officers, Employees, auditors, and individuals conducting review engagements may be present at all official Union events, meetings or sessions
- (b) Any Member of RFSU may attend any meeting of the Board, Senate, and Executive or any other meeting of the RFSU. Should any Member wish to speak they shall provide 7 business days' advance notice to the relevant administrator of the meeting.
- (c) At any time any Member may attend any meeting of the Board, Senate, and Executive or any other meeting. Should any Member wish to speak they shall provide 7 business days' advance notice to the relevant administrator of the meeting.
- (d) Members of the Senate may be present during a Governors meeting, without notice, so long as they do not disrupt the business of the meeting, and vica-versa.
- (e) Any Member in good standing may request any document used for the business of the Union by written request to the secretary, and all reasonable such efforts must be made to provide the requested information in a timely manner.

#### **Section 5.05 Structure of the Union**

- (a) The property and business of the Students' Union shall be managed by a Board of Governors which shall be elected and function as laid out in this Constitution.
- (b) The Union shall also consist of a Senate, which shall act as a regulatory check on the powers of the Board of Governors and thus shall be empowered with certain inalienable rights and responsibilities as outlined in this Constitution.
- (c) The Senate, under the Direction of the Board of Governors, shall be empowered to run, maintain and supervise all Standing Committees as they see fit, subject to the stipulations of this Constitution.

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- (d) All Budgets shall be prepared by the Board of Governors with meaningful consultation of its Membership and ratified by a quorum of the Senate as laid out in this Constitution.
- (e) The Senate and Board of Governors shall be assisted by Committees, which are to be appointed and function as stipulated in **Article Six (6)** of this Constitution.
- (f) The Senate shall be entitled to the records of the Board of Governors and Vice-Versa.

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### Article VI. Board of Governors

#### Section 6.01 General

- (a) The Terms outlined in this Article may only be amended with meaningful consultation with the Members of the Union and a Referendum of its Membership.
- (b) No Member of the Board of Governors may receive any salary or honorarium except that which is outlined in this Constitution.

#### Section 6.02 Execution of Contracts

- (a) Deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution by the Corporation must be signed by the President of the Board and at least one of the Union's elected Senators or Governors, unless
  - (i) *Said transactions value is under \$5000, in which case it may be signed by any two of its Senators or Governors, so long as the Board has been made aware of the transaction within 3 business days and it was approved in the initial yearly budget.*
  - (ii) *Any Senator or Governor may authorize and sign a contract or cheque if it is under \$1500 and the Union has authorized the transaction under the annual budget.*
- (b) The Board may authorize employees or committee leads to have discretionary authority over prespecified budgets All Cheques must still be signed by at least two Members with signing authority. These budgets must be allocated for a designated purpose in the annual budget and have been ratified by the Senate.
- (c) In addition, the Board may from time to time direct the way and the person by whom a particular action or type of action shall be executed. Any person authorized to sign any document may affix the corporate seal to the document.
- (d) Any of its Governors or Senators may certify a copy of any instrument, resolution, by-law or other Act of the Corporation to be a true copy thereof.

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### Section 6.03 Powers and Responsibilities of the Board

- (a) The Board shall have the responsibility to conduct the business of the Union in a transparent, representative, and ethical manner, and such shall,
- (i) on an annual basis conduct a financial audit by a licensed third-party and make the reports of said audit available publicly to the Membership, and Ryerson University;*
  - (ii) ensure the integrity of the election process to determine the next government;*
  - (iii) ensure sound human resource management;*
  - (iv) ensure timely and transparent communication with its Membership and the university;*
- (b) The Board retains the right to the government, conduct, management and control of the Union and its property, revenues, expenditures, business and affairs, except with respect to such matters as are assigned by this Constitution to the Senate, are vested in the Board, and the Board has all powers necessary or convenient to perform its duties and achieve the objects and purposes of the Union including, without limiting the generality of the foregoing, the power,
- (i) to enact by-laws for the conduct of its affairs, unless where restricted by this Constitution;*
  - (ii) to create, modify and allocate the yearly budget, and finances of the Union in any way they deem appropriate so long as it is done in the best interests of the Membership, subject to the ratification of the Senate, and stipulations set forth in this Constitution;*
  - (iii) to hire, suspend or terminate any employee of the Union, so long as they are not elected into their position by the Membership, or whose employment is protected by the provisions in this Constitution.;*
  - (iv) to appoint the President of the Board and define his or her duties and responsibilities;*
  - (v) to fix the number, duties and salaries and other remuneration of the officers and employees of the Union, unless so restricted in this Constitution;*
  - (vi) to expend such sums as the Board considers necessary for the support and maintenance of the Union and for the betterment of existing buildings and the erection of such new buildings as the Board may consider necessary for the use and purposes of the Union and for the furnishings and equipment of such existing and newly-erected buildings;*
  - (vii) to provide such health services, health examinations and physical training for the students of the University as the Board considers necessary;*

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- (viii) to borrow money for its purposes upon its credit, and to give such security against the assets of the Union by way of mortgage, debenture or otherwise, as it determines;*
- (ix) to invest all money that comes into its hands that is not required to be expended for any purpose to which it lawfully may be applied, subject always to any express limitations or restrictions on investment powers imposed by the terms of the instruments creating any trust as to the same, in such manner as it considers proper and, except where a trust instrument otherwise directs, combine trust moneys belonging to various trusts in its care into a common trust fund;*
- (x) to establish and collect fees and charges for Membership and for services of any kind offered by the Union and collect fees and charges on behalf of any entity, organization or element of the Union.*

### **Section 6.04 Composition and Term**

(a) Affairs of the Students' Union shall be managed by a Board of Governors which shall consist of:

*(i) Six(6) Governors elected from the Members of the Students' Union.*

- a) These Governors shall be elected for a term of **one(1)** year beginning on August 1<sup>st</sup>.
- b) They shall be subject to a maximum of two(2) terms.
- c) These Governors will be elected at-large by the Membership the procedure of which is outlined in this Constitution
- d) These Governors must be enrolled in at least 4 courses at Ryerson university during the academic year they are in office.
- e) If they are not enrolled in any classes during the semester of the elections, they may still run for office so long as they provide the Senate with proof of enrolment prior to beginning their term in office.

*(ii) One(1) Governor shall be Elected from amongst the International students enrolled at Ryerson*

- a) This Governor will be elected at-Large following the procedure outlined in this Constitution
- b) This Governor may be appointed by the Senate with meaningful consultation of the Board-elect, after the elections, if no candidates self-nominate or qualify.
- c) This Governor shall be subject to a maximum of two terms.

*(iii) One(1) Governors shall be appointed by the President of Ryerson University*

- a) This Governor shall serve a term of two years and will be subject to a maximum term limit of two terms.
- b) This Governor Shall not have voting rights

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- c) This governor may be appointed by the Senate of the Union if not appointed by the President
  - d) This Governor cannot receive any honorarium, or other remuneration including but not limited to the education grant as outlined in this Constitution
- (iv) **Two(2)** *Governors shall be elected from within the General Ryerson community*
- a) These Governor must be an Alumnus/a or Alumnus/a-non grad of Ryerson University, at the beginning of their term.
  - b) These Governor will be elected by the Membership following the procedure outlined in this Constitution.
  - c) Ryerson Alumnus will also be entitled to a vote for these Governors.
  - d) This Governor may be appointed by the Senate with meaningful consultation of the Board-elect if no candidates self-nominate, qualify, or run for election.

### **Section 6.05 Elections**

- (a) The Governors, unless otherwise stated this Constitution shall be elected by and from the Members of the Students' Union during the winter semester of each academic year.
- (b) General Elections shall take place before the first week of April and notice of the date of the election and the nomination procedures shall be given to Members by publication in a campus newspaper at least fourteen (14) days prior to the start of the nomination period.
- (c) In the event that only one candidate has filed a valid nomination for any of the Governor positions at the close of the prescribed nomination period, that candidate shall be subject to a Yes/No ratification vote by the Members, to be held concurrently with the election of the other Executive Members. A "Yes" vote of fifty percent plus one vote (50% + 1) of those cast shall constitute the Members' ratification of this candidate to hold the office of the corresponding position.
- (d) The Student Governor candidates shall have at least twenty-five (25) nominators from the Membership.
- (e) Domestic Students will be allowed to vote for up to six(6) student candidates, and one (1) Alumnus Member.
- (f) International students will be able to vote for up to one (1) Alumnus, and one (1) International Candidate.
- (g) No Governor shall be apart of or run for both Senate and Board of Governors. Unless said position is held ex-officio.

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(h) Further details on the procedure of elections and nominations shall be laid out by senate by-law

### Section 6.06 Vacancies

(a) The office of a Governors shall be vacated immediately:

*(i) if the Governor resigns office by written notice to the secretary, which resignation shall be effective at the time it is received by the secretary or at the time specified in the notice, whichever is later;*

*(ii) if the Governor dies.*

*(iii) if the Governor is found to be incapable of managing property by a court or under Ontario law; or*

*(iv) if they are successfully removed with a motion of No-Confidence as outlined in this article.*

*(v) If they are found guilty of Academic or non-Academic misconduct by the Ryerson Senate.*

*(vi) If the Governor commences legal action against the Students' Union;*

*(vii) fails to attend either two consecutive regularly scheduled meetings of the Board of Governors without sending regrets in advance or three consecutive regularly scheduled meetings with notice of regrets;*

*(viii) becomes employed by or directly associated with the Students' Union's financial auditors*

(b) In the event of a vacancy the Board of Governors is required to issue a Notice of Vacancy to both the Senate and Campus Newspapers as soon as conveniently possible.

### Section 6.07 Filling Vacancies

(a) a quorum of the Senate may fill a vacancy among the Governors;

*(i) if there is not a quorum of Senators or there has been a failure to elect the minimum number of Senators set out in the articles, the Governors in office shall, without delay, call a special meeting of the Governors to fill the vacancy and, if they fail to call such a meeting, the meeting may be called by any Member;*

*(ii) if the vacancy occurs as a result of a **Motion of no Confidence** as outline in this Constitution, the Members may fill the vacancy by a majority vote and any Governor elected to fill the vacancy shall hold office for the remainder of the removed Director's term; and*

*(iii) the Senate may fill any other vacancy by a majority vote, and the appointee shall hold office for the remainder of the unexpired portion of the term of the vacating Director. After that, the appointee shall be eligible to be elected as a Director.*

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- a) If the remainder of the term is greater than 6 months this will be considered a full term regarding the limits imposed on the maximum number of terms.
  
- (iv) If the Senate has failed to appoint a new Governor within 14 days of the Notice of Vacancy Issued by the Governors, the Governors in office shall, without delay, call a special meeting of the Governors to fill the vacancy and, if they fail to call such a meeting, the meeting may be called by any Member;*
  
- (v) When a position on the Board of Governors-elect becomes vacant before the Board-elect takes office, the Senate-elect shall perform a search when they take office and recommend to the Members of the Board of Governors the name of a student to fill the vacancy on an interim basis.*
  - a) A bi-election will take place in the Fall of the following year to fill the vacancy.

### **Section 6.08 Remuneration of Governors**

- (a) The Governors shall serve as such without remuneration and no Governors shall directly or indirectly receive any profit from occupying the position of Director; subject to the following:
  - (i) Governors may be reimbursed for reasonable expenses they incur in the performance of their Governors duties;*
    - a) considered reasonable by the Board, provided a meaningful attempt to find the lowest costs solution was made;
    - b) All such expenses must be made publicly available on a monthly basis.
  
  - (ii) Governors may be paid remuneration and reimbursed for expenses incurred in connection with services they provide to the Corporation in their capacity other than as Governors, provided that the amount of any such remuneration or reimbursement is:*
    - a) considered reasonable by the Board, provided a meaningful attempt to find the lowest costs solution was made;
    - b) All such expenses must be made publicly available on a monthly basis.
    - c) approved by the Board for payment by resolution passed before such payment is made; and
    - d) in compliance with the conflict of interest provisions of the Act;
  
  - (iii) Governors will be entitled to an Educational Bursary as so outlined in These Articles.*

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### Article VIII. Officers of the Students Union

#### Section 8.01 General

- (a) The Board shall appoint from among the Governors a Chair and Vice-Chair. They must also appoint any other person to be president, and secretary at its first meeting following the annual meeting of the Corporation. The office of Chair and president may be held by the same person. The Board may appoint such other Officers and agents as it deems necessary, and who shall have such authority and shall perform such duties as the Board may prescribe from time to time.
- (b) All Officers shall be ex-officio Members of the Union but will not retain voting powers except those granted to them as due paying Members of the organization, if applicable.

#### Section 8.02 Office Held at Board's Discretion

- (a) Any Officer shall cease to hold office upon resolution of the Board, except that of Treasurer.
  - (i) *The Senate will retain the sole right to remove the Treasurer from office.*

#### Section 8.03 Duties

- (a) Officers shall be responsible for the duties assigned to them and they may delegate to others the performance of any or all such duties.

#### Section 8.04 Duties of the Chair

- (a) preside at all meetings of the Board of Governors of the Students' Union subject to the procedure of the by-laws. Cases not provided for in the by-laws of the Students' Union shall be governed by the current version of Robert's Rules of Order, the interpretation of which shall be made by the Chair;
- (b) The Chair shall perform the duties described in this Constitution and such other duties as may be required by law or as the Board may determine from time to time.

#### Section 8.05 Duties of the President

- (a) is a signing officer;
- (b) shall be the legal custodian of the Seal and of all books, records, correspondence, contracts, and other instruments belonging to the Students' Union;
- (c) liaises between staff, and the Board of Governors ;

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- (d) chairs the semi-annual general meeting, the annual general meeting, and other meetings of the Members;
- (e) participates as a voting Member on all the Corporations committees except for the Elections Appeals Committee or where there is a conflict of interest;
- (f) supervises senior management staff;
- (g) is responsible for the general management and supervision of the affairs and operations of the Students' Union;
- (h) is the primary spokesperson for the organisation;
- (i) acts on behalf of the Board of Governors and the Senate between meetings, and where action is immediately necessary;
- (j) Ensures all Governors and officers carry out their duties

#### **Section 8.06 Duties of the Secretary**

- (a) attend all meetings of the Board of Governors and upon request, all
- (b) meetings of the Members of the Students' Union, to record all facts
- (c) and minutes of all proceedings in the books kept for that purpose;
- (d) give all notices required to be given to Members and to Governors;
- (e) ensure that copies of all facts and minutes of all proceedings are
- (f) submitted to Members of the Board of Governors as soon as
- (g) conveniently possible after the meeting has been held;
- (h) set the agenda for the meetings of the Students' Union subject to the
- (i) by-laws of the Students' Union and upon approval of the President;
- (j) keep and maintain a current copy of the Ryerson Students' Union
- (k) Policy Manual and inform the Chair of the Board of Governors about possible policy conflicts arising from resolutions presented to the Board of Governors for consideration; and,

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- (l) perform such other duties as may from time to time be determined by the Board of Governors and such other duties as may be required by law.

### Article IX. Protection of Governors and Others

#### Section 9.01 Protection of Governors and Officers

- (a) No Governor, Officer or committee Member of the Corporation is liable for the acts, neglects or defaults of any other Director, Officer, committee Member or employee of the Corporation or for joining in any receipt or for any loss, damage or expense happening to the Corporation through the insufficiency or deficiency of title to any property acquired by resolution of the Board or for or on behalf of the Corporation or for the insufficiency or deficiency of any security in or upon which any of the money of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person, firm or Corporation with whom or which any moneys, securities or effects shall be lodged or deposited or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of his or her respective office or trust provided that they have:
  - (i) *complied with the Act and the Corporation's articles and By-laws; and*
  - (ii) *exercised their powers and discharged their duties in accordance with the Act*
- (b) All Governors are Required to have appropriate Insurance. The cost of said insurance will be covered by the Corporation.

#### Section 9.02 Conflict of Interest

- (a) A Governor who is in any way directly or indirectly interested in a contract or transaction, or proposed contract or transaction, with the Corporation shall make the disclosure required by the *Act*. Except as provided by the *Act*, no such Governor(s) shall attend any part of a meeting of Governors or vote on any resolution to approve any such contract or transaction.
- (b) The Governor Appointed by the President of Ryerson University may not vote on any matters pertaining directly to the administration of Ryerson University.
- (c) The Senate may by resolution deem a Governor or Member to have a conflict of interest.

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### Article X. Senate

#### Section 10.01 General

- (a) The Senate shall be a body elected to represent the various faculties, diverse Membership, and variety of opinions of the Ryerson Students.
- (b) The purpose of the senate shall be guided by, but not limited to the mandate of the student's Union set forth in Article II of this Constitution.
- (c) The Senate Shall be responsible for the administration, governance and regulation of all Standing Committees, Student-Led Group s, Membership outreach and support programs as outlined in this Constitution.
- (d) The President of the Board of Governors shall be an Ex-officio Member of the Senate.

#### Section 10.02 Responsibilities and Powers of the Senate

- (a) The Senate has, subject to the approval of the Board with respect to the expenditure of funds, and any stipulations set forward in this Constitution the power to regulate the issue-based policy of the Union and without limiting the generality of the foregoing has the power,
  - (i) *to enact by-laws for the conduct of its affairs, unless so restricted by this Constitution;*
  - (ii) *to enact by-laws for the purposes of the election of its Members except that which is restricted by this Constitution;*
  - (iii) *to make recommendations to the Board with respect to the establishment, change or termination of programs and policies, except those protected by this Constitution;*
  - (iv) *to award fellowships, scholarships, bursaries, medals, prizes and other marks of academic achievement;*
  - (v) *to create, dissolve, or restructure councils and committees to exercise its powers, except those which are protected by this Constitution;*
  - (vi) *to ratify by simple majority the annual budget of the Union as set forward by the Board of Governors;*
  - (vii) *to conduct and decide on issues of a conflict of interest amongst its Membership or the Board of Governors;*
  - (viii) *to request the financials of the Union*

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- (ix) to pass by resolution of 2/3 of its Senators a motion of No-Confidence as outlined in **Sect no confidence** ;
- (x) to ensure financial transparency and effective government by the Board of Governors;
- (xi) to ensure democratic and representative elections as laid out in this Constitution;
- (xii) to request the Board of Governors to enact a temporary increase in the number of senators in order to better carry out its duties, such new senators will be appointed as if newly vacated:
- (xiii) to request the Board of Governors for the allocation of discretionary funds for projects or initiatives deemed vital to the Union;

### Section 10.03 Composition and Term

(a) The Senate will consist of a base total of 19 Senators described and elected as such:

- (i) **One(1)** Student Senator elected from each undergraduate faculty represented by the Students' Union.
  - a) These Senators shall be elected for a term of One (1) year beginning on August 1<sup>st</sup>.
  - b) They shall be subject to a maximum of two terms.
  - c) These Senators will be elected at-large by the Faculty they represent. The procedure of which is **outlined in Section 3.02.**
  - d) These Senators must be enrolled in at least 2 courses per semester at Ryerson university during the academic year they are in office.
  - e) If you are not enrolled in any classes during the semester of the elections, you may still run for this position so long as you provide the Senate with proof of enrolment prior to beginning your term in office.
  - f) These Senators shall be in charge of regulating and administering the all permanent standing committees not already regulated to other senators.
- (ii) **One(1)** Student Senator shall be Elected from amongst the graduate students enrolled at Ryerson
  - a) This Senator will be elected at-Large by the graduate students following the procedure **outlined in section 3.02**
  - b) This Senator may be appointed by the Board of Governors with meaningful consultation of the Senate-elect after the elections, if no candidates self-nominate or qualify.
  - c) This Senator shall be responsible for administering and overseeing the Graduate Council
  - d) This Senator shall be subject to a maximum of two terms.
  - e) ]
- (iii) **Three (3)** Senators shall be elected by the Various Students Unions
  - a) These Senators shall be responsible for administering the Student Unions Committee and overseeing the budget allocated to them

### **Ryerson First Students' Union Constitution**

- b) Each Student Union at the time of the election shall receive one vote, the manner of nominations, and in and how the vote it is cast shall be decided by the By-laws of the Student Unions Committee

(iv) **Three (3)** *Senators shall be elected by the Various Student-Led Group s*

- a) These Senators shall be responsible for administering the Student-Led Group s Committee and overseeing the budget allocated to them
- b) Each Student Group at the time of the election shall receive one vote. the manner of nominations, and in how the vote it is cast shall be decided by the By-laws of the Student-Led Group s Committee

(i) **Three (3)** *Senators shall be elected to represent the Equity Service Groups*

- a) These Senators shall be responsible for administering the committee on equity services and overseeing the budget allocated to them
- b) The Nominations and election process shall be governed by senate bylaws.
- c) The equity services groups retain the right to petition to elect these positions internally similar to the campus groups and course Unions, subject to senate ratification.

(ii) **One(1)** *Senators shall be appointed by the Board of Directors of the Campus newspapers and the campus Radio Each for a total of two (2) Senators.*

- a) These Senators shall be responsible for enhancing free speech and accountability from within the Union.
- b) These Senators shall be responsible for the Media Awareness Committee and be responsible for maintaining the outward communications and promotional campaigns of the Union.

- (b) The Board of Governors retains the right to add a permanent senator position to represent the various athletic associations upon petition from the Athletics Committee, and subject to ratification by the Senate.
- (c) The Board of Governors may Vote to Increase the number of Senators on a temporary basis at the request of the Senate with meaningful consultation of the Membership.

## Ryerson First Students' Union Constitution

### Section 10.04 Elections

- (a) The Senators shall be elected by and from the Members of the Students' Union during the winter semester of each academic year, except those which have been designated otherwise in Section 9.03.
- (b) General Elections shall take place before the first week of April and notice of the date of the election and the nomination procedures shall be given to Members by publication in a campus newspaper at least fourteen (14) days prior to the start of the nomination period.
- (c) No Senator shall be apart of or run for both Senate and Board of Governors. Unless said position is held ex-officio.
- (d) In the event that only one candidate has filed a valid nomination for any of the Senator positions at the close of the prescribed nomination period, that candidate shall be subject to a Yes/No ratification vote by the Members, to be held concurrently with the election of the other Executive Members. A "Yes" vote of fifty percent plus one vote (50% + 1) of those cast shall constitute the Members' ratification of this candidate to hold the office of the corresponding position.
- (e) The Student Senator candidates shall have at least twenty-five (25) nominators from the Membership.
- (f) Should a Governor elect forfeit their position before May (first) 1st, the Senate shall appoint a replacement subject to meaningful consultation with the Board of Governors - elect

## Ryerson First Students' Union Constitution

### Section 10.05 Vacancies

- (a) The office of a Governor shall be vacated immediately:
- (i) if the Governor resigns office by written notice to the secretary, which resignation shall be effective at the time it is received by the secretary or at the time specified in the notice, whichever is later;
  - (ii) if the Governor dies.
  - (iii) if the Governor is found to be incapable of managing property by a court or under Ontario law; or
  - (iv) if they are successfully removed with a motion of No-Confidence as outlined in this article.
  - (v) If they are found guilty of Academic or non-Academic misconduct by the Ryerson Senate.
  - (vi) If the Governor commences legal action against the Students' Union;
  - (vii) fails to attend either two regularly scheduled meetings of the Board of Governors without sending regrets in advance or three regularly scheduled meetings with notice of regrets;
  - (viii) becomes employed by or directly associated with the Students' Union's financial auditors

### Section 10.06 Filling Vacancies

- (a) a quorum of the Board of Governors may fill a vacancy among the Senators;
- (i) if there is not a quorum of Governors or there has been a failure to elect the minimum number of Governors set out in the articles, the Senators in office shall, without delay, call a special meeting of the Senators to fill the vacancy and, if they fail to call such a meeting, the meeting may be called by any Member;
  - (ii) if the vacancy occurs as a result of a Motion of no Confidence as outlined in this Constitution, the Members may fill the vacancy by a majority vote and any Senator elected to fill the vacancy shall hold office for the remainder of the removed Director's term; and
  - (iii) the Board of Governors may fill any other vacancy by a majority vote, and the appointee shall hold office for the remainder of the unexpired portion of the term of the vacating Senator. After that, the appointee shall be eligible to be elected as a Senator.
    - a) If the remainder of the term is greater than 6 months this will be considered a full term regarding the limits imposed on the maximum number of terms.
  - (iv) When a position on the Senate-elect becomes vacant before the Senate-elect takes office, the Board of Governors-elect shall perform a search when they take office and recommend to the Members of the Senate the name of a student to fill the vacancy on an interim basis. A bi-election will take place in the Fall of the following year to fill the vacancy.

## Ryerson First Students' Union Constitution

### Section 10.07 Remuneration of Senators

- (a) The Senators shall serve as such without remuneration and no Governors shall directly or indirectly receive any profit from occupying the position of Director; subject to the following:
- (i) *Senators may be reimbursed for expenses considered reasonable by the Board of Governors. they incur in the performance of their Senators' duties;*
    - a) provided a meaningful attempt to find the lowest costs solution was made;
    - b) All such expenses must be made publicly available on a monthly basis.
    - c) approved by the Board for payment by resolution passed before such payment is made; and
  - (ii) *Senators may be paid remuneration and reimbursed for expenses incurred in connection with services they provide to the Corporation in their capacity other than as Senators, provided that the amount of any such remuneration or reimbursement is:*
    - a) considered reasonable by the Board, provided a meaningful attempt to find the lowest costs solution was made;
    - b) All such expenses must be made publicly available on a monthly basis.
    - c) approved by the Board for payment by resolution passed before such payment is made; and
    - d) in compliance with the conflict of interest provisions of the Act;
  - (iii) *Senators are entitled to an Educational Bursary as so described in this Constitution.*

# Ryerson First Students' Union Constitution

## Article XII. Senate Committees

### Section 12.01 General

- (a) Both the Senate and the Board of Governors has the right to create and dissolve committees as needed, subject to the approval of the Board with respect to the expenditure of funds, and any stipulations set forward in this Constitution to help carry out their duties.
- (b) All Committees including those established by the Board of Governors shall be under the general purview of the Senate.
- (c) The committee Members shall serve as such without remuneration and no committee Member shall directly or indirectly receive any profit from occupying a position on a committee; subject to the following:
  - (i) *They are a full-time staff Member hired in accordance with this Constitution.*
  - (ii) *committee Members may be reimbursed for expenses considered reasonable by the Board of Governors. they incur in the performance of their duties;*
    - a) provided a meaningful attempt to find the lowest costs solution was made;
    - b) approved by the Board for payment by resolution passed before such payment is made; and
  - (iii) *committee Members may be paid remuneration and reimbursed for expenses incurred in connection with services they provide to the Corporation in their capacity other than as committee Members, provided that the amount of any such remuneration or reimbursement is:*
    - a) considered reasonable by the Board, provided a meaningful attempt to find the lowest costs solution was made;
    - b) approved by the Board for payment by resolution passed before such payment is made; and
    - c) in compliance with the conflict of interest provisions of the Act;
  - (iv) *committee Members are entitled to an Educational Bursary as so described in this Constitution.*
  - (v) *All committee leads in consultation with their Members shall submit a detailed plan of action for the year which shall be used to determine the performance of the committee, and must include but not be limited too,*
  - (vi) *tangible Goals and measurable milestones they wish to achieve by the end of the year,*
  - (vii) *weekly meeting dates, times and locations.*

### Section 12.02 Establishment of Committees

## **Ryerson First Students' Union Constitution**

(a) Committees may be established by the Senate as follows:

*(i) The Senate may appoint from their number a managing Governor or Senator and may delegate to the manager of the committee any of the powers of the Senators or excepting those powers set out in the Act that are not permitted to be delegated; and*

*(ii) Subject to the limitations on delegation set out in the Act, the Senate may establish any committee it determines necessary for the execution of the Senates' responsibilities. The Senate shall determine the composition and terms of reference for any such committee. The Senate may dissolve any committee by resolution at any time unless it is one of the following permanent standing committees:*

- a) an Events and Entertainment Committee;
- b) a Finance Committee;
- c) a Governance Committee;
- d) a Committee on Equity Issues;
- e) a Student-Led Groups Committee;
- f) a Course Unions Committee;
- g) a Bursary and Academics Committee;
- h) an Athletics Committee;
- i) a Media and Awareness Committee

**(iii)** *The Board of Governors shall maintain a standing Graduate Representative Committee and Graduate Council, the composition and mandate of which shall be governed by the Senate, and the Graduate Council.*

*(iv) Subject to the limitations on delegation set out in the Act, the Board of Governors may establish any committee it determines necessary for the execution of the Board of Governors responsibilities.*

- a) The Senate shall determine the composition and terms of reference for any such committee, with meaningful consultation of the Board.
- b) The Board of Governors may dissolve any such committee by resolution at any time.

## Ryerson First Students' Union Constitution

### Section 12.03 Standing Committees

- (a) Eight(9) Standing Committees, shall be guaranteed funding by the Board of Governors in accordance with furthering its mandate described in Article II of this Constitution.
- (i) *This funding shall be decided by the Board of Governors and ratified by the Senate in the Annual Budget.*
  - (ii) *The level of funding shall be under the sole discretion of the Board of Governors and shall be decided using a holistic approach with consideration to performance, needs of the committees, and the value they provide to the Membership.*
  - (iii) *These Standing Committees shall have the right to be governed by their own Bylaws should they choose to be, subject to an initial ratification of these bylaws by the Board of Governors.*
    - a) Any subsequent changes to their bylaws must be ratified by the Senate, with the understanding that these Committees have the right to self-govern, and for them the Senate is to be a house of sober second thought only, not a controlling body.
    - b) The by-laws of these committees must represent fair and equal representation of those who they are entrusted to represent.
- (b) The Following Committees will be overseen by the senate as a collective and shall function as detailed:
- (i) *an Events and Entertainment Committee;*
    - a) Shall be responsible for the organisation of social events including but not limited to the week of welcome;
    - b) Shall Liaison with Recognized Social groups to further enhance the social life of Ryerson.
    - c) And any such purposes deemed fit by the Senate
  - (ii) *a Finance Committee;*
    - a) Shall work in conjunction with the Senate and other committees to help propose a budget to the board of governors.
    - b) Shall work with the Treasurer to ensure financial accountability
    - c) And any such purposes deemed fit by the Senate
  - (iii) *a Governance Committee;*
    - a) Shall operate as deemed by the Senate
    - b) Shall be responsible for Member Services
  - (iv) *a Bursary and Academics Committee;*
    - a) *Shall be responsible for the academic advocacy of the Membership*
    - b) *Shall be entrusted with the issuing of all emergency grants*

## **Ryerson First Students' Union Constitution**

c) Shall operate as deemed by the Senate

(v) *an Athletics Committee;*

a) Shall operate as deemed by the Senate

b) Retains the right to petition to become self governing similar to the Course Unions.

(c) The Senate may under the approval of the Board of Governors, and budget permitting empower committees to hire volunteer staff as required.

*(i) These Volunteers will be eligible for the education bursary as outlined in these Articles and must be told so at their hiring.*

(d) The Following Committees will be over seen by their respective elected representatives and shall function as outlined below:

*(i) The Course Unions Committee shall be overseen by the three elected Course Unions Directors and its purpose shall be to regulate, administer and oversee the various affiliated Course Unions including but not limited too,*

a) maintaining financial oversight over the budgets allocated to the Course Unions,

b) supervising any sub-committees, or resources allocated to the Course Unions Committee,

c) the structuring of financial programs and policies for the disbursement of funds fairly to all its Members,

d) maintaining the integrity of the Course Union elections,

e) enhancing the prestige and visions of its Member Unions, and

f) creating and maintaining the framework for the entry of new course Unions.

g) And any such purposes deemed fit by the committee

*(i) The Student-Led Groups Committee shall be overseen by the three elected Student-Led Group s Senators and its purpose shall be to regulate, administer and oversee the various affiliated Student-Led Group s including but not limited too,*

a) Maintaining financial oversight over the budgets allocated to the Student-Led Group s

b) Supervising any sub-committees, or resources allocated to the Student-Led Group s Committee

c) The structuring of financial programs and policies for the disbursement of funds fairly to all its Members.

d) Maintaining the integrity of the student group elections.

e) Enhancing the prestige and visions of its Member groups.

f) maintaining the framework for the entry and recognition of new Student-Led Group s, with respect to the provisions set forth in these Articles.

g) And any such purposes deemed fit by the committee

### **Ryerson First Students' Union Constitution**

*(i) The Committee on Equity Issues shall be overseen by the three (3) Senators elected to represent the Equity services groups and its purpose shall be to regulate, administer and oversee the various Equity Service Groups including but not limited to,*

- a) governing, regulation and maintaining the budgets allocated to support the various social support and equity services created for the Membership, including:
  - i. Good Food Centre*
  - ii. Sexual Assault and Survivors Support Line*
  - iii. Rye Access*
  - iv. Ryesert*
  - v. Rye Pride*
  - vi. Centre for women and Trans People*
  - vii. Trans collective*
  - viii. And any other such equity service deemed necessary by the Senate**

*(ii) The Media and Awareness Committee shall be overseen by the two (2) Senators appointed by the Eyeopener and the Ryerson Radio; its purpose shall be to act as an internal watchdog for the Union, as well as to ensure*

- a) transparency from within the Union,*
- b) promotional and media campaigns of the Union,*
- c) enhance awareness of the Ryerson population, and*
- d) any such other purposes deemed fit by the Senate.*

## Ryerson First Students' Union Constitution

### Article XIV. Office of the Treasurer

#### Section 14.01 General

- (a) The treasurer works collaboratively with the president and senior management, if any, to support the Board in achieving its fiduciary responsibilities,
- (b) The Senate Shall nominate and the Board of directors shall ratify a Treasury Officer for the Corporation.
  - (i) *The Treasurer will be a full-time staff Member, the salary of which shall be decided by resolution of the Board of Governors .*
  - (ii) *The Treasurer may not be a student currently enrolled at Ryerson university, but preference must be given to Ryerson Graduates applying for the position, so long as they have the required experience.*
  - (iii) *The Treasurer must have a bachelor's degree preferably in finance or a relative field.*

#### Section 14.02 Powers and roles

- (a) The Treasurer shall have the following responsibilities:
  - (i) *The treasurer shall have the custody of the funds and securities of the Corporation and shall keep full and accurate accounts of all assets, liabilities, receipts and disbursements of the Corporation in the books belonging to the Corporation and shall deposit all monies, securities and other valuable effects in the name and to the credit of the Corporation in such chartered bank or trust company, or, in the case of securities, in such registered dealer in securities as may be designated by the Board from time to time. The treasurer shall disburse the funds of the Corporation as may be directed by proper authority taking proper vouchers for such disbursements, and shall render to the Chair and Governors at the regular meeting of the Board, or whenever they may require it, an accounting of all the transactions and a statement of the financial position, of the Corporation.*
  - (ii) *Serve as a mentor to other Directors.*
  - (iii) *Present to the Members at the annual meeting as part of the annual report, the financial statement of the Corporation approved by the Board together with the report of the auditor or of the person who has conducted the review engagement, as the case may be;*
  - (iv) *Disburse the educational bursary to all qualifying Members pursuant to the guidelines set forward in these Articles.*
  - (v) *Ensure that committee spending is compliant with the policies of the Union.*
  - (vi) *Ensure the hiring and supervision of an accountant, and any other staff so needed to carry out his duties.*

### **Ryerson First Students' Union Constitution**

- (vii) Organize the annual audit of Union finances by a third party.*
- (viii) The Treasurer will have a duty to report any financial mismanagement or discrepancies to the Senate, Ryerson University, and the Membership of the Union.*
- (ix) The Treasurer shall also perform such other duties as may from time to time be directed by the Board.*
- (x) Shall liaison with the finance committee of the Senate and Board of Governors*

(b) The Treasurer under the direction of the Board of Governors shall

- (i) shall set down and implement any financial programmes and procedures, including the method of requisition of funds, which shall govern the operations of the Students' Union and its committees, limited by the stipulations of this Constitution.*

(c) The Treasurer shall be an ex-officio Member of the Board of Governors

## Ryerson First Students' Union Constitution

### Article XV. Financial

#### Section 15.01 General

- (a) The Board of Directors shall exercise general supervision over all the disbursements of the Members' monies to all Members' organisations and generally exercise supervision over financial operations.
- (b) The Board of Directors shall consider the budgets of all committees, operations, and services, and approve the annual operating budget for the Students' Union no later than the 31st day of August of the current fiscal year.
- (c) The Board of Directors and Senate shall have the power to inspect and audit any activity sponsored by the Students' Union.
- (d) The Board of Directors shall set down and implement any financial programmes and procedures which shall govern the operations of the Students' Union and its committees, subject to ratification by the Senate.
- (e) No Governor, or Senator may receive any honoraria except that which is in the form of an Education bursary as outlined in these Articles.
- (f) The Treasurer shall ensure compliance and good faith of all financial transactions.
- (g) The Students Union will not fund any Executive, Board of Governors or Senate retreats.

#### Section 15.02 Education Bursary

- (a) No Governor, Senator, or Committee lead shall receive a remuneration except in the form of an Education Bursary.
  - (i) *All Part-Time Volunteers approved by the Board of Governors and specifically hired in support of the Senate Committees, or other Union duties shall be entitled to the Education Bursary.*
- (b) All Governors, Senators, Committee leads and specifically hired volunteers shall be automatically entitled to the Education Bursary if they satisfy all of the following conditions:
  - (i) *They were not removed from office before the end of their term.*
  - (ii) *They Satisfied the attendance conditions established below.*
  - (iii) *They are a currently enrolled Ryerson student*
  - (iv) *Graduated or withdrew from Ryerson less than 3 years ago.*
  - (v) *They do not quit from their position before the end of their term.*
- (c) Committee Members or hired volunteers may be authorized a partial bursary by the Board of Governors, under recommendation from the Senate, if they satisfy the following conditions:
  - (i) *They provided due notice of their intention to withdraw from the role reasonably in advance as deemed by the senate,*
  - (ii) *They served for at least one (1) full semester.*

## Ryerson First Students' Union Constitution

- (d) All committee leads, Including Senators, and Governors shall be entitled to a Committee lead bonus if
- (i) *the committee successfully completed 80% of their established goals for the year. In the case of an odd number of established goals the number of goals will be rounded down to the nearest even number for this calculation.*
  - (ii) *they are not removed from office*
  - (iii) *they do not quit before the end of their term.*
  - (iv)

- (e) All committee leads, Including Senators, and Governors shall be entitled to a Committee lead bonus if
- (i) *the committee successfully completed 80% of their established goals for the year.*
  - (ii) *they are not removed from office*

(f) The Education Bursary and conditions of release Shall be as such:

Position	Amount	Performance Requirement	Minimum Hours Per week	Work Period
Governor	Up to \$33545++ Based on need, performance, and cost.	80% Attendance	20	12 months
Senator	\$3500*	80% Attendance	5	12 months
Committee Member	\$2000**	80% Attendance	4	8 months
Other Student Support Staff	\$2000***	80% Attendance	3	8 months
Committee Lead Bonus Bursary	\$1000***	80% Completion of Objectives duties		
Committee Member Bonus Bursary	\$500***	80% Completion of Objectives and duties		

++To be set automatically as the highest **total** cost, (Including tuition, board, books, and all other fees) of Domestic On-Campus Studies for one(1) year, based of the data provided for Ryerson University by Common University Data Ontario (CUDO) or Council of Universities Ontario (CUO). If not Data for Room and Board, or Books and Fees is Available, the data calculated by Ryerson University Office of Financial Services will be used instead.

Formula for calculation:

1. Highest Total Annual Domestic Tuition and Ancillary Fees PLUS (+)
2. CUDO calculated Room & Board (Highest) **PLUS (+)**
3. CUDO Calculated Books and Fees cost (Highest) **PLUS (+)**
4. 12 x monthly student TTC Metro Pass cost **PLUS (+)**
5. CUDO Calculated other Expenses (Minimum \$4500) **EQUAL (=)**
6. **TOTAL EDUCATION BURSARY**

\* Calculated to be 10 % of the Bursary for Governors rounded to the Nearest \$500 increment.

\*\* Calculated to be 5 % of the Bursary for Governors rounded to the Next \$500 increment

Example Calculation for 2019

++

1. \$11959  
(Engineering tuition and Fees)
2. \$14116 (R &B)
3. \$1500 (Books)
4. \$1470 (TTC)
5. \$4500 (Other)
6. **\$ 33545 (Total)**

\*

\$33845\*0.1= \$3354.5  
Rounded to Nearest \$500  
**= \$3500**

\*\*

**Ryerson First Students' Union Constitution**

\*\*\*May be adjusted by the Board of Governors to reflect the needs of the Union as needed with approval from the Senate.

$\$33845 * 0.5 = \$1677$   
Rounded to Next \$500  
= **\$2000**

## Ryerson First Students' Union Constitution

### Article XVI. Student-Led Groups, Course Unions, and All other Campus Groups

#### Section 16.01 General

- (a) Through undergraduate organizations, whether affiliated or not to the Student Union, the Ryerson Community leaves its special mark on the cultural, social, and intellectual life of the University and Canada as a whole.
- (b) This Union Recognizes that a culture and community is built on the foundations of its Members and the organizations they champion, and as such will ensure certain rights and privileges to all Student Organizations whether affiliated to the University or not and guarantee their autonomy.
- (c) In Allowing all Student Organisations the intention of the College is to support students who wish to pursue their various interests and talents in ways that are separate from formal course study.
- (d) Recognition of all student organizations is not an indication that the University or the Union approves or endorses the organizations goals, activities, or points of view, but rather an understanding and acknowledgement that the Members of the Union come from a diverse range of backgrounds, opinions, and ideals and it is not the place of the Union to decide who has the right to have a voice and place on campus, subject to the limitations of the Criminal Code of Canada, and the Ontario Human Rights Code.
- (e) Student organizations under the Ryerson First Students Union are required to raise and manage their own funds but may not secure funding from selling "access" to Ryerson students.
- (f) Ryerson's Student-Led organizations, whether affiliated to RFSU or not, may be guaranteed resources like potential financial support, marketing, and event spaces to the best of the Union's ability.
- (g) All Student-Led Organizations will be self governing and independent.
- (h) All new Student-Led Groups must be initially approved by the Board of Governors, but the Board may delegate this responsibility to the Student-Led Groups Standing Committee by resolution.
  - (i) *Once approved no student group may be disbanded or unrecognized unless in accordance with this Constitution.*
- (i) Student organizations are allowed, as a part of sponsorship support packages, to
  - (i) *Circulate announcements over their organization email list*
  - (ii) *Host educational programs that may include employers in Ryerson space*
  - (iii) *Co-host recruiting programs in non-Ryerson private spaces (faculty clubs, Venues, etc.)*
  - (iv) *Compile "opt-in" resume books of Members*
  - (v) *Offer Website Recognition/Ad space in publications*
  - (vi) *Receive corporate support for an educational conference*
  - (vii) *Exclusive relationships with companies although allowed should be avoided, and endorsements of companies by student organizations are not permitted.*
  - (viii) *Student organizations must maintain autonomy and control over their events while benefiting from the support of employers and other corporate supporters.*
  - (ix) *Advertisements must comply with Ontario advertising laws and any other relevant law.*

## Ryerson First Students' Union Constitution

### Section 16.02 Student-Led Groups (SLGs)

- (a) The Ryerson First Student Union is committed to supporting the initiatives and passions of its students and may guaranteed funding and support of any self-governing student-led organization, subject to stipulations in this Constitution. Including but not limited too the following groups;
- (i) *Academic and Pre-Professional Groups*
  - (ii) *Social Organizations (SOs)*
  - (iii) *Creative and Performing Arts*
  - (iv) *Cultural and Racial Initiatives*
  - (v) *Gender and Sexuality*
  - (vi) *Health and Wellness*
  - (vii) *Hobbies and Special Interests*
  - (viii) *Media and Publications*
  - (ix) *Peer Counseling and Education*
  - (x) *Public Service*
  - (xi) *Women's Initiatives*
  - (xii) *Religious and Political Organizations*
  - (xiii) *Historical re-enactment.*
  - (xiv) *Greek Letter Organization's*
  - (xv) *100% Student Owned or Run For-Profit Corporations*
  - (xvi) *Student Owned Charitable Societies or Not-For Profit Corporations*
  - (xvii) *Student-Led Non-Ryerson Organizations comprising of Ryerson Students.*
- (b) Provided these Student-Led Groups meet and maintain the requirements for recognition set out in these Articles, the Union is committed to providing them with certain benefits and privileges. However, Student-Led Groups are independent and distinct from the Ryerson First Students Union. The Union's recognition of, and provision of benefits and privileges to, a Student-Led Group does not mean that the Student-Led Group is a unit of the Union or controlled by the Union. The University or the Union is not responsible for a Student-Led Group's contracts or other acts or omissions.
- (c) A Student-Led Group is defined as a group of 25 Ryerson University students who unite to promote or celebrate a common interest. While the Membership of a Student-Led Group may include students from other Canadian graduate or professional schools, the majority of the Members must be Ryerson University students.
- (d) Student-Led Group s must have at least 80% of their executives be a Ryerson student in order to receive funding, Student-Led Group s will maintain recognition with less so long as at least 50% of the Student-Led Group s Membership are Ryerson Students, but may not apply for any funding.
- (e) Faculty, staff, or community Members, as appropriate, may participate in Student-Led Group activities, but may not hold leadership roles. Only currently enrolled undergraduates at the College are permitted to serve as officers of recognized Student-Led Group

## Ryerson First Students' Union Constitution

### Section 16.03 Course Unions

- (a) Course Unions will retain the same level of benefits given to Student-Led Groups but will receive a separate allotment of budget as decided by the Board of Governors.
- (b) The Regulation and Guidelines for Course Unions will be established by the Course-Union Elected Senators, and the Course-Union Committee.
- (c) Course Unions will be Expected to be Self-Governing and Autonomous
- (d) In Exchange for funding the Ryerson First Students Union retains the right to Audit all Course Union Books.

### Section 16.04 Religious and Political Organizations

- (a) Religious and Political Organizations will be recognized by the student Union as Student-Led organizations and required to meet the following conditions for recognition and funding:
  - (i) *Abide by provincial and federal regulations and the Ontario human rights code.*
  - (ii) *No Religious or Political Organization shall*
    - a) proselytize,
    - b) restrict Membership based of Political or Religious affiliation,
    - c) spread hate speech,
    - d) collect donations from Ryerson Students,
    - e) violate Ryerson University or Ryerson First Students Union policies.

### Section 16.05 Social Organizations

- (a) The category of Social Organization (SO) under the Student-Led Organizations Umbrella is designed to support organizations comprised primarily of Ryerson University Undergraduates, whose purpose is primarily social.
  - (i) *Women's Social Societies, Recreational Athletic Leagues, Boy Scouts of Canada, Greek Letter Organizations, Gender or Sexual Identity Groups, or any other group that differentiates by gender may become recognized under a larger collective of single gender groups that does not discriminate by Gender.*
- (b) Social Organizations although autonomous, in exchange for funding and recognition shall be responsible for assisting the Events and Entertainment committee with the execution and planning of the Fall Orientation Week (Frosh) and the Winter Orientation Week (Frost).
  - (i) *Social Organisations who show a proven commitment and history of working with the Events and Entertainment Committee will be allocated additional resources in the form of Student Volunteer Staff for their organizations subject to the stipulations set forth in these Articles, and the general supervision of these staff by the Senate and Board of Governors. These Student Volunteers will be eligible for the Education Bursary.*

### Section 16.06 Non-Affiliated Student-Led Organizations

- (a) Organizations Non-Affiliated or not recognised but are run, comprised of or owned by Ryerson Students will have the right to;
  - (i) *Plan Events and Activities on Campus*
  - (ii) *Recruit on Campus*
  - (iii) *Access Services and Support*
- (b) So long as they do not Violate the Universities or Unions Policies regarding Events and Promotion.

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- (c) No Group will be allowed to promote hate speech, distribute or display graphic images or promote any value contrary to the Aims and Mandate of the Students Union.

### Section 16.07 Student For-Profit Corporations, Charities, and Not-For Profits.

- (a) Student-Led For-Profit Corporations, Charities, and Not-For Profits will have the same rights as all other recognized Student-Led Groups, but will not receive any funding unless specifically authorized by both the Senate and the Board of Governors, this approval must be renewed yearly.
- (b) The Board of Governors may establish a fund to support student start-ups under the management of the Senate.

### Section 16.08 Discipline of Organizations

- (a) Each Student-Led Group (SLG) is responsible for meeting standards of conduct and performance set by Canadian Provincial and Federal Law, as well as all University Policies, and restrictions set forward in this Constitution. If a SLG has demonstrated a conduct or performance deficiency, an appropriate remedial measure may be initiated. The union does not have the authority to arbitrarily enforce new rules it has created. All performance and conduct standards, outside of those stipulated in this Constitution, Ontario Human Rights Code and the Criminal Code of Canada must be accepted and included in the Bylaws of each student group before it can be enforced.
- (b) Remedial measures are serious steps to assist a SLG in overcoming their conduct or performance deficiency and are based on established Ryerson First Students Union standards and the policies set forth in these articles.
- (c) Remedial measures are part of the range of administrative actions which may be initiated in respect of a SLG and are intended to:
  - (i) *make the SLG aware of any conduct or performance deficiency;*
  - (ii) *assist the SLG in overcoming the deficiency; and*
  - (iii) *provide the SLG Member with time to correct their conduct or improve their performance.*
- (d) Remedial measures initiated in respect of a CAF Member are, in increasing significance and must be done in this order:
  - (i) *initial counselling (IC);*
  - (ii) *recorded warning (RW); and*
  - (iii) *counselling and probation (C&P).*
  - (iv) *Revoking of Recognition and Privileges*
- (e) There is no limit to the number of remedial measures to which an SLG may be subject to at any one time. For example, an SLG Member may be subject to IC for a conduct deficiency regarding advertisement, RW for a performance deficiency regarding poor communication and C&P for a conduct deficiency regarding policy violations, all at the same time.
- (f) Initial counselling's must be issued by the Student-Led Groups Committee for violations, and must contain:
  - (i) *deficiency must be categorized as a conduct deficiency or a performance deficiency, but not both. Identification of the SLG's deficiency serves to focus on the monitoring objectives and to facilitate any staff or third-party review of the SLG's personnel record.*
  - (ii) *Initial counselling's will be removed from the SLG's file after a period of two (2) Years.*
  - (iii) *If SLG demonstrates different deficiencies at the same time, each deficiency must be dealt with separately with a different IC.*

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- (iv) Adequate detail in describing the deficiency is required so that the necessary monitoring may occur and the remedial measure may be reviewed meaningfully by staff and third parties who are unfamiliar with the facts that gave rise to the measure.*
  - (v) The description of a conduct or performance deficiency must not:
    - a) address multiple conduct and performance deficiencies. If a SLG displays both conduct and performance deficiencies at the same time, at least two separate remedial measures are required (one for the conduct and one for the performance); or*
  - (vi) The SLG executives must provide in writing a plan of action and a way to ensure the deficiency does not occur again.*
  - (vii) The SLG may apply to have the IC appealed to the Senate Ethics Committee the procedure of which shall be governed by the Senate Ethics Committee.*
- (g) Recorded Warnings must be Issued by the Senate for an SLG that has either failed to address the concerns raised in regards to a deficiency an IC was previously issued for, or has repeated an offence that the SLG had already received an IC for;
- (i) The IC must not have expired under the time limit imposed in these articles ( 2 years).*
  - (ii) Any SLG that receives a Recorded Warning may not apply for any Special Activities Funding, or any other such discretionary spending until the Recorded Warning expires.*
  - (iii) The SLG will still be eligible for Permanent Social Activities Funding (PSAF) that it has been previously guaranteed but may not apply for any further recognition of permanent events until the end of the recorded warning.*
  - (iv) Recorded Warnings will be removed from the student groups file after a period of 1 year.*
- (h) counselling and probation (C&P).
- (i) The Board of Governors may put a Student-Led Group on Probation for a deficiency that it has received an unexpired Written Warning for if the student group has repeated the offence the Written Warning was issued for, or
    - a) If the SLG breaks provincial or federal law.*
  - (ii) The Procedure of which will be set forth by the Senate Ethics Committee.*
  - (iii) The Board of Governors will decide the terms of probation including:
    - a) Length (No greater than the end of the Academic year)
    - b) Budgetary Restrictions
    - c) Withdrawal of the privilege of applying for grants
    - d) Requirement of a new executive team*
  - (iv) The Student Group may not appeal the decision of the Board of Governors.*
- (i) Dissolution and Revoking of Privileges
- (i) The Board of Governors, under the recommendation of the Student-Led Groups Committee may permanently dissolve or revoke the privileges of a Student-Led Group that has been put on probation in the last year if they violate any further university or Union policies or conduct requirements.
    - a) The Senate must ratify with a 2/3s majority the dissolution of a group.*

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### Section 16.09 Benefits Granted to Student-Led Groups, Course Unions and All Other Campus Groups

- (a) Student-Led Groups, Course Unions, and Campus Groups granted recognition by the Board of Governors will receive many benefits, which include:
- (i) Plan Events and Activities on Campus*
  - (ii) Ability to reserve Union resources, rooms, concert halls, and outdoor spaces for events and activities.*
  - (iii) Permission to publicize, poster and reserve sandwich boards on campus including posting on the College Calendar.*
  - (iv) Access to services provided by the Students Union.*
  - (v) Recruit on Campus*
  - (vi) Participation in all annual student activity fairs held.*
  - (vii) Inclusion in the online directory of student organizations.*
  - (viii) Manage Finances and Fundraising*
  - (ix) Advising and support services from the Union.*
  - (x) Ability to archive organizational materials in Union Archives.*
  - (xi) Ability to apply for and/or receive a mailbox, or storage space in the Union buildings*
- (b) The Board of Governors will be responsible for establishing a Special Activities Fund (SAF) for Student-Led Groups and Course Unions outside of their normal budget.
- (i) Student-Led Group's and Course Unions that provide a detailed plan for events and funding for the next school year as established by the Student-Led Group Committee prior to the finalization of a budget will be guaranteed a certain level of Special Activities funding.*
  - (ii) The Board of Governors will be responsible for setting a framework for deciding the level of funding based Solely on the Merits of the Proposal, the level of attendance from Ryerson students, financial requirements to execute the event, budgetary constraints and the event execution history of the Student-Led Group or Course Union applying.*
    - a) The Board may not refuse the request on the basis that they do not see value in the event, so long as the Student-Led Group or Course Union can prove a level of interest in the event by the Student-Led Group or Course Unions Membership.
    - b) If the budget does not allow for a complete funding of all event requests received the board of Directors may set an equal threshold of funding for all groups applying.
- (c) The Board of Governors will be responsible for establishing a Permanent Social Activities Fund (PSAF) outside of the regular funding for Student-Led Group's and the to hold annual or semi-annual social events for Ryerson Students. The purpose of this fund will be to ensure the continuity and stability of events that have an established history of being held for Ryerson students.
- (i) A Student-Led Group can apply to have an event recognized under the permanent activities fund if the group can prove to the Board of Governors that the event has been successfully held by the student group for four (4) consecutive semesters, or three (3) consecutive years.*

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- (ii) Once approved the Student-Led Group will be Guaranteed funding for this event under the Permanent Social Activities Fund, and this approval may not be removed unless following the disciplinary guidelines outlined in these Articles.*
- (iii) The Board of Governors shall be responsible for deciding the total level of funding for the Permanent Social Activities Fund, but it must be distributed as equally as possible amongst the Student-Led Groups and Course Unions with a priority being given to events that have a long history of being held successfully.*
  - a) If the Allocated budget is not enough to cover all permanent events the Board of Governors will retain the right to set a per event cap either as the form of a percentage of the cost, or a total amount with priority being given to events with a longer history.
  - b) The Board of Governors will not be allowed to Defund or reduce the level of funding for the PSAF to a point where it is practically Defunded, this is to ensure a sense of stability to the various autonomous Student-Led Organizations that have a stake in the Union and the Social Life of Ryerson.
  - c) There will be no Cap to how many permanent events a single Student-Led Group can apply for as long as it meets the requirements set in these Articles.
- (iv) The Permanent Social Activities Funds intent is not to provide a few groups with a permanent massive budget but to promote groups to hold several events all year long with the intent of boosting the social life of Ryerson University, and under such the Board of Governors will be responsible for ensuring no one Student-Led Group Receives more than 5% of the total Permanent Social Activities Fund.*
- (v) Although encouraged these events do not necessarily need to be held at Ryerson but need to be accessible to Ryerson Students.*
- (vi) The PSAF will only cover mandatory expenses required to hold the event such as room rental fees, equipment, minimum food spends, staff expenses. The PSAF will under no circumstances cover any alcohol costs.*

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### Section 16.10 Responsibilities and Restrictions

- (a) Student-Led Groups, Course Unions and all other Campus Groups are expected to meet the following requirements to remain in good standing with the Union:
- (i) *Compliance*
    - a) Comply with all local, provincial, and federal laws and regulations, and with Ryerson University's policies and requirements, as established.
  - (ii) *Operate in a manner consistent with the goals and standards of the Unions Mandate and Ethos.*
  - (iii) *Annual Registration with the Union each spring.*
  - (iv) *File a current constitution and bylaws with the Union making clear that the Student-Led Group does not discriminate on the basis of race, color, sex, gender identity, sexual orientation, religion, creed, national origin, ancestry, veteran status, disability, or any other legally protected basis.*
    - a) Student Groups that promote a certain religion or advocate a certain political affiliation may do so if they do not proselytize and abide by the regulations set in these articles.
    - b) Women's Social Societies, Historical Societies, Recreational Athletic Leagues, BoyScouts of Canada, Greek Letter Organizations, Gender or Sexual Identity Groups, and any other group that differentiates by gender may become recognized under a larger collective of single gender groups that does not discriminate by Gender, and must ensure that the Executive Council of the Group is Representative of all its Member groups.
      - i. *Such Groups must Ensure that all Executives complete a Gender Based Analysis Course (GBA+ or Equivalent)*  
*And equal Opportunity and Representation is provided to all its Members regardless of affiliation.*
- (b) ALL Student-Led Groups must submit to the Student-Led Groups Committee (Student-Led Group Committee) a complete list of officers and Members demonstrating that the Student-Led Group meets the requirements listed below and notify the Student-Led Group Committee promptly when there are changes in the roster of officers.
- (i) *80% of officers belong to Ryerson and a majority of the Members must be enrolled undergraduates in good standing with the University. A minimum of ten undergraduate Members is required.*
  - (ii) *All other Members must be students from other Ontario graduate or professional schools.*
  - (iii) *Attend all required training sessions, including those held annually.*
  - (iv) *Secure appropriate insurance coverage, when applicable, for organizational activities.*
  - (v) *Adequate Communication with its Members*
  - (vi) *Consult with the Student-Led Group C when planning any activities for which significant attendance is anticipated (including, for example, outdoor events, conferences, parties, or late night socials) or when planning any other event that involves unusual or potentially risky activities or elements.*
  - (vii) *Provide timely notification to the Student-Led Group C of any changes in its constitution and by-laws and submit a copy of the amended documents for approval. Inform the Student-Led Group C of any other changes within the Student-Led Group in a timely fashion.*
  - (viii) *Maintain with the Student-Led Group C an accurate and complete list of officers and Members.*
  - (ix) *Communicate with University offices in a timely manner. When services are needed from University offices, Student-Led Groups should assume that at least three weeks' prior notice is required.*

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- (c) Student-Led Groups are responsible for Managing University and Union resources wisely, ethically, and according to University and Union guidelines; they must also
  - (i) *develop and ensure successful officer transitions including good record keeping and new officer orientation.*
  - (ii) *Manage organization's finances responsibly by maintaining accurate financial records, implementing appropriate procedures, and meeting all financial obligations.*
    - a) In Exchange for funding, recognition and resources the Ryerson First Students Union retains the right to Audit the specific events and transactions the group has received funds for.
- (d) Student-Led Groups must ensure Accurate Representation and,
  - (i) *clearly and accurately identify the Student-Led Group's relationship with the University in print and electronic publications, on websites, and in promotional materials, fundraising, contracts, and other activities. In all dealings with third parties and written materials, the Student-Led Group is required to include the appropriate disclaimers.*
- (e) In all written materials, Student-Led Groups should describe themselves as: "A student-run organization at Ryerson University."
- (f) In all contracts, Student-Led Groups should include the following two provisions: (1) "The parties hereto agree and understand that Ryerson University, and the Ryerson First Students Unions is not a party to this contract and that Ryerson University, and the Ryerson First Students Unions is not responsible, under any circumstances, for performing any obligations of this contract;" and (2) "[Third Party]'s use of the name "Ryerson" (alone or as part of another name) in advertising or promotional materials is not permitted."
- (g) Student-Led Groups may seek funds from a variety of sources that include Membership dues, fee-paying events, advertising, alumni/ae endowments, and friends of the organization. These endowments, foundations, and friends' groups must be established to perpetuate the Student-Led Group and to provide financial subsidy for its programs. The Organization and administration of these funds must be the responsibility of the individual groups. The Union encourages the development of such financial arrangements and, when appropriate, will use Union resources to assist with fund drives. Such fund drives must have the prior approval of the Senate
  - (i) *Student-Led Groups may not collect Membership dues from Ryerson Students as a condition of Membership.*
- (h) The earnings of any Student-Led Group may not accrue to individual Members. Some Student-Led Groups like the Equity Services Groups may pay wages to professional staff for services performed by those professionals. Student-Led Groups wishing to pay such salaries or other forms of remuneration must first receive approval from the Board of Governors. No Ryerson student may receive a Salary, instead the Student-Led Group may request an allotment of Educational Bursaries to pay its Students for Duties performed as laid out in these Articles. The Board of Governors is Obligated to grant any reasonable request for additional student staff as long as the budget permits and the need for staff is supported by the Senate or Student-Led Group C. It is expected that salaries paid to professionals will ordinarily conform to competitive rates in the market, and every effort was made to hire a competent Ryerson Graduate.

## Ryerson First Students' Union Constitution

### Article XVII. Referendum

- (a) the Ryerson First Students' Union may wish to determine the opinion of its Membership with respect to specific issues from time to time, and recognizing that the Board of Governors of Ryerson University has ultimate authority over student fees at the University and has previously entered into written agreements with Ryerson First Students' Union pursuant to which it collects certain fees on behalf of Ryerson Students' Union, this policy is designed to govern the way in which Ryerson Students' Union conducts referenda, whether concerning fees or otherwise, on the understanding that the University will recognize the validity of any Ryerson First Students' Union referenda conducted in accordance herewith and in particular will implement the results of any such referenda that concern Ryerson First Students' Union fees
- (b) Changes to these Articles of the Ryerson First Students' Union, in its entirety or any portion thereof, must be determined through a Membership-wide referendum, in which all Members must be provided an equal opportunity to vote, and at least 50%+1 of the total Membership Votes.

#### Section 17.02 Proclamation of Referendum

- (a) Whenever the Board of Ryerson First Students' Union wishes to determine the opinion of the Students' Union Membership with respect to one or more issues relating to the association, which issues may or may not include fees, it may issue a proclamation directing that a referendum be held for that purpose in accordance with this policy on specified dates not less than 30 nor more than 60 calendar days thereafter.
- (b) Before issuing a proclamation, the Board shall approve the referendum question in accordance with this section.
- (c) the proposed question for a referendum shall be submitted to the Board, which may approve the question in the form submitted, amend the question and approve it as amended, or reject the question.
- (d) A referendum question shall:
  - (i) *begin with one to three sentences, containing up to 20 words in total, that objectively explain the historical context of the issue that is the subject of the referendum; and,*
  - (ii) *be positively worded, so that a vote of "yes" signifies agreement with the initiative proposed, and a vote of "no" signifies disagreement with it.*
- (e) One or more Members of the Students' Union may require the Board to issue a proclamation of referendum, by submitting to the Board a completed petition in the form prescribed by the Students' Union, containing the following: a referendum question that complies with this section ; and, the signatures of, and other required information relating to, at least ten percent of all current Members of the Union.
- (f) Any further requirements or framework for a referendum shall be laid out in detail by the Senate of the Union.

# Ryerson First Students' Union Constitution