

STATISTICS AND ACTUARIAL SCIENCE STUDENT UNION (SASSU)
DRAFT CONSTITUTION

A. Preamble

1. The organization shall be known as the "Statistics and Actuarial Science Student Union" or "SASSU".
2. SASSU is a student organization of the Department of Statistics (hereinafter "the Department") at the University of Toronto. It is bound by the sections of the ASSU constitution pertaining to student unions, and is subject to normal university regulations.
3. All full-time undergraduate students, and any other students who have paid the ASSU fee, who are:
 - i. registered in a course offered by the Department, namely, courses in Statistics (STA), Actuarial Science (ACT), courses offered jointly with another department, or First Year Seminars offered by the Department, for the duration of the course, and/or
 - ii. enrolled in a specialist, major, or minor program of study offered by the Department,shall be members of SASSU.
4. SASSU is the organization responsible for organizing academic and social events for students in the Department.
5. SASSU shall work on behalf of its members to enhance their academic experience, and to present and forward the students' views on academic issues with respect to the Department.
6. SASSU shall represent the interests of its members as a member of ASSU.
7. SASSU shall assist ASSU in completing course evaluations for courses offered by the Department, namely courses designated STA and ACT, and any First Year Seminars offered by the Department.
8. SASSU shall hold a minimum of two general meetings per term.

B. The Executive

1. The Executive Committee (hereinafter "the executive") contains seven distinct positions: President, Vice-President Academic, Vice-President Social, Treasurer, Secretary, Information Officer, and Actuarial Science Representative.
2. Elections for the executive shall take place no later than the second-to-last general meeting of the academic year, and the members-elect of the executive will be required to attend the last meeting before assuming their positions in the following school year. The date of the elections may be postponed if such a motion receives the support of two thirds of the members present.
3. Should any position not be filled (or any member-elect of the executive be rendered unable to fulfill their duties), a second election shall take place at the first general meeting of the following school year.
4. Should any position not be filled following the two aforementioned elections, the President shall have the power to appoint the positions that are vacant, subject to approval by vote at the next general meeting.

5. Elections:
 - i. Elections must be announced at least two weeks in advance.
 - ii. If there is more than one volunteer for any position, a vote shall be taken with the voters comprising all SASSU members present at that same general meeting.
 - iii. The Australian voting system (a.k.a. Preferential Voting) will be used. The main elements of the operation are as follows:
 - Voters are required to place the number “1” against the candidate of their choice, known as their “first preference.”
 - Voters are then required to place the numbers “2,” “3,” etc., against the other candidates listed on the ballot paper in order of preference.
 - The counting of first preference votes, also known as the “primary vote,” takes place first. If no candidate secures an absolute majority (50% + 1) of primary votes, then the candidate with the least number of votes is eliminated from the count.
 - The ballot papers of the eliminated candidate are examined and re-allocated amongst the remaining candidates according to the number “2,” or “second preference” votes.
 - If no candidate has yet secured an absolute majority of the vote, then the next candidate with the least number of primary votes is eliminated. This preference allocation continues until there is a candidate with an absolute majority. Where a second preference is expressed for a candidate who has already been eliminated, the voter’s third or subsequent preferences are used.
 - iv. At an election, candidates for a position may be absent, but any SASSU member who wishes to vote must be present.
 - v. The position of Actuarial Science Representative may be held by at most two (2) occupants. All other positions may only have one (1) occupant.
 - vi. Members of the executive must be members of SASSU throughout their term of office.
 - vii. Any candidate for a position on the executive must have attended at least two (2) meetings in the course of the academic year, prior to elections. If no such candidate is available, any other member of SASSU whose membership will last the entire duration of the term of office may be a candidate for the position.
 - viii. Any member (including the President) can be voted out of office by a two thirds majority of the executive, upon receipt of evidence that the member in question has been negligent in his or her duties.
 - ix. Voting at elections shall be done by secret ballot, but if there are only two candidates for a position, then, with the unanimous consent of the voters, voting may be done for that position by show of hands.
 - x. SASSU will hold elections for class representatives, that is, representatives of a given section of a course offered by the Department, who are not considered members of the executive for the purposes of this constitution,
 - a. at the discretion of the executive;
 - b. upon receiving a request from a student desiring to be a class representative for a section of a course which does not already have one.

In the event of such an election, it will be organized and executed by the students of the section itself.

- xi. Any member of the executive may be a class representative as well at the same time.

C. Meetings

1. All general meetings shall be open to all members of the union (except as specified in clause E.3), and if any matter comes to a vote at such a meeting, all members of the union present may vote.
2. Motions may be presented at meetings without prior notification (except where prohibited by clause F.3).
3. Any member present may present a motion.
4. Voting at meetings shall be open, unless two or more members present request otherwise.
5. With the exception of those items listed within this constitution, a majority of 50% (rounded down) + 1 shall carry a motion.
6. Meetings which are not general shall be held only to plan specific activities and events.
7. All general meetings shall be announced at least one week in advance, with a written announcement being posted on the Department of Statistics and ASSU bulletin boards.
8. A general meeting may be called without being announced one week in advance to meet an externally imposed deadline. In this case, the activities of the meeting should be limited to meeting the deadline, and reasonable effort should be made to announce the meeting in advance.

D. Responsibilities

1. The President shall be responsible for
 - i. coordinating the management of SASSU.
 - ii. ensuring that all positions of the executive are filled.
 - iii. officially representing SASSU.
 - iv. official correspondence of SASSU.
 - v. appointing one member of the Union (including him/herself) to co-sign cheques with the treasurer on behalf of SASSU.
 - vi. bringing to the attention of SASSU the mismanagement of any SASSU funds.
 - vii. ensuring that SASSU is represented at ASSU meetings.
2. The Vice-President Academic shall be responsible for
 - i. providing a temporary replacement for the president upon his/her absence or unavailability.
 - ii. assuming the position of President upon the resignation or expulsion of the President.
 - iii. drawing up posters and advertising on behalf of SASSU.

- iv. all aspects of organizing SASSU academic events (e.g. honoraria).
- v. contracting pertinent individuals concerning SASSU academic events.
- 3. The Vice-President Social shall be responsible for
 - i. providing a temporary replacement for the President in the case that both he/she and the Vice-President Academic are absent or unavailable.
 - ii. drawing up posters and advertising on behalf of SASSU.
 - iii. all aspects of organizing SASSU social events (e.g. movie rentals).
 - iv. contracting pertinent individuals concerning SASSU social events.
- 4. The Treasurer shall be responsible for
 - i. making recommendations regarding revenues and expenses.
 - ii. keeping a record of all revenues and expenses.
 - iii. presenting said record at timely intervals.
 - iv. co-signing cheques on behalf of SASSU.
- 5. The Secretary shall be responsible for
 - i. informing the executive of upcoming meetings.
 - ii. taking and distributing the minutes of the meetings.
 - iii. retaining a copy of each meeting's minutes in one collection.
 - iv. compiling and distributing the list of the executive.
- 6. The Information Officer shall be responsible for
 - i. maintaining a website for SASSU.
 - ii. maintaining a mailing list for members of SASSU.
- 7. The Actuarial Science Representative(s) shall be responsible for
 - i. attending all general meetings.
 - ii. advancing the concerns and suggestions of their classmates.
 - iii. informing their classmates of pertinent SASSU information.

E. Miscellaneous Issues

- 1. No person (including members and the executive) may use SASSU's name for their personal gain.
- 2. All financial gains obtained in SASSU's name shall be forwarded to the Union.
- 3. SASSU shall hold office hours for at least two non-consecutive hours per week.

F. Amendments

- 1. A two thirds majority of the members present is required for any amendments to this constitution.
- 2. Amendments to different sections of this constitution shall be voted upon separately, unless those present vote unanimously to treat them as one motion.
- 3. Amendments may not be passed unless notification that they would be voted upon was included on all advertising for the meeting where voting occurs.