

The Constitution of the
Iranian Association at the University of Toronto
(IAUT)

May 5, 2004

Article One - Introduction

1. The name of the groups shall be the Iranian Association at the University of Toronto (IAUT)
2. IAUT is an independent cultural, academic and social organization that seeks to promote activities relating to Iran and Iranians at the University of Toronto (U of T) and the general community.
3. IAUT shall be non-partisan and will not advocate or promote the interest of *any one* political party, group or individual.
4. IAUT shall be non-religious and will not advocate or promote any religion, religious group.
5. IAUT shall be non-profit and will not be a medium for personal monetary profit from any activities.

Article Two – Objectives

1. Preservation and promulgation Iranian cultural and intellectual heritage at the University as well as outside the University community
2. Providing an appropriate channel for communication and dialogue for the Iranian community.
3. To promote interaction amongst members within the context of the university community.
4. To aid and provide academic assistance to members.
5. To actively work with other organizations to meet objectives 1-4.

Article Three – Membership

1. Membership shall be divided into two categories: Associate and Adjunct.
2. Associate membership is open to all members of the University of Toronto community as defined by University regulations.
3. Adjunct membership is open to all.
4. Membership will be granted with membership fee, which is to be determined by the Board of Directors (BoD).
5. All IAUT members will have the freedom of speech, belief, expression, thought and creed.
6. IAUT will not tolerate any acts of discrimination against sex, race, religion or sexual orientation. Furthermore, IAUT will abide by the Ontario Human Rights Code.

Article Four – IAUT Administrative Structure

1. The BoD will consist of five members:
 - i. Chairperson

- ii. Secretary
 - iii. Treasurer
 - iv. Spokesperson
 - v. Contact person
2. There will also be four sub committees of three persons each (two elected and one appointed): Academic, Cultural, Social and Community Outreach.

Article Five – The Duties of the Board of Directors

1. Chairperson
 - i. To chair all Executive and General Meetings.
 - ii. To act as a Signing officer.
 - iii. To prepare an annual written report of the activities of IAUT.
 - iv. To supervise financial transactions
2. Secretary
 - i. To set time and prepare agenda for all BoD and General meetings.
 - ii. To record the minutes of all Executive and General meetings.
 - iii. To maintain records of members and events.
 - iv. To assume duties of Chairperson in his/her absence.
3. Treasurer
 - i. To supervise and handle all financial transactions.
 - ii. To maintain a record of all IAUT transactions and proper financial records.
 - iii. To prepare a budget at the beginning of each session.
 - iv. To act as a Signing Officer.
4. Spokesperson
 - i. To act as the public representative of IAUT
 - ii. To send out official notices of IAUT events
 - iii. To respond to communications
5. Contact Person
 - i. To act as official contact with the University administration
 - ii. To book space for IAUT events or members at the BoD's discretion.

Article Six – Election of the Board of Directors

1. All IAUT BoD members must be members of the University of Toronto community as defined by University regulations.
2. The BoD shall be elected prior to May 15th.
3. There shall be no voting by proxy.

4. The five candidates with the highest number of votes will form the new BoD.
5. The BoD will hold office for one term which will begin on June 1st and end May 30th the following year.

Article Seven – Election of the Sub-Committees

1. All Sub-Committee members must be IAUT members, Associate or Adjunct.
2. They shall be elected at the same time as the BoD
3. The two candidates with the highest number of votes will become members of the respective sub-committee. A third member will be appointed by the new Administrative body on the previous one's recommendation.
4. From each Sub-Committee the candidate with the highest number of votes will act as an advisor from that Sub-Committee to the BoD.
5. Points 3 and 5 of Article Six apply.

Article Eight – Resignation or Removal of Board Directors and Sub-Committee Members

1. If for any given reason, a Director is unable to continue to perform his or her duties before the completion, he/she must present a formal letter of resignation. The BoD will, no later than one week after the resignation, present the letter to all members.
2. If the BoD determines that a Director has failed to complete his/her duties as per Article Five or displays behaviour disruptive to the functioning of the organization, then the BoD by a seventy-five percent (75%) majority vote may recommend to the Associate Members that said Director be removed from the BoD. The Associate Members, by a two-thirds majority of impeachment attendees, may then remove the said member from the BoD.
3. In the event of a resignation, an Associate member will be nominated by the BoD to replace the former Director until the next meeting of the General Assembly when he shall be confirmed by majority vote or if there are other nominees, new elections held.

Article Nine – Board of Directors Meetings

1. The BoD will meet on a regular basis.
2. A meeting will be deemed official if a minimum of six Directors are present.
3. Decisions will be subject to majority vote.
4. The minutes of every official meeting will be recorded and kept in the IAUT archives for a minimum of four years.

Article Ten– General Meetings

1. A minimum of two general meetings will be held.
2. A general meeting will be held under the following conditions:
 - i. If not held for at least six months

- ii. At the request of twenty percent (20%) of the members.
 - iii. At the discretion of the BoD.
3. General meetings will be considered official when no less than fifty percent of the Associate members are present.
4. In and official General Meeting the members have the power to approve or disapprove any decision made by the BoD by a two-thirds majority vote.

Article Eleven – Finances

1. All financial transactions must be accurately recorded and be made available to any member.
2. A report of all financial transactions, prepared by the Treasurer is to be transferred to the newly elected BoD prior to the beginning of the BoD's term.
3. A net amount of no less than \$500.00 must remain in the account for the next BoD.
4. Withdrawals of over \$500.00 must be approved by majority vote of BoD.
5. No BoD or Sub-Committee member may derive financial gain directly through IAUT activities.

Article Twelve – Records

1. All records pertaining to membership must be held confidential under the supervision of the BoD. They shall be accessible only to members of the BoD or to any individual directly concerned with such records.
2. Minutes of all BoD meetings, general meetings and sub-committee meetings as well as all materials relating to the preparation of budgets and the receipt or disbursement of funds shall be kept for a period of not less than four years.
3. All records must be stored in hard copy forms.

Article Thirteen – Constitutional Amendments

1. Amendment of the Constitution may occur only by a two-thirds majority vote at a general meeting in which at least half of the members are present, only on the condition that the motion for amendment is presented in writing and distributed at least one month in advance.