Aerodynamic Students Association Constitution

A. Name:
This Association shall be known as the Aerospace Students Association (herein referred to as "ASA").

B. Purpose:
The purpose of the ASA is to serve the interests of all graduate students at the University of Toronto Institute for Aerospace Studies (herein referred to as "UTIAS").

C. Membership:
All full-time and part-time graduate students at UTIAS are members.

D. Executive:
The ASA Executive shall consist of the President, Vice-President, Treasurer, Athletic Coordinators (2), Social Coordinators (3), and GSU Representative. The President shall be elected prior to the end of the previous term's termination; he/she shall be a member of the previous term's executive. The members of the ASA shall elect all other positions at the annual election meeting. All members of the ASA are eligible for these positions. The ASA Executive are obliged to act in the best interests of the student body and follow the spirit of the ASA Constitution. Their respective responsibilities are as follows:

- President: The President shall, by virtue of his/her office, be the student representative in all areas not already represented by Student Committee Members, and may call (and chair) ASA meetings whenever necessary.
- Vice-President: The Vice-President shall assist the President in his/her duties and may also be required to record and post minutes of the ASA meetings.
- Treasurer: The Treasurer's job will be to administer ASA funds and to prepare various budgets as required.
- Athletic Coordinators: The Athletic Coordinators shall be responsible for coordinating ASA athletic activities and supervising the various executive appointees who will be in charge of individual activities as managers. The athletic Coordinator is also responsible for the upkeep of the athletic equipment and venues.
- Social Coordinators: The Social Coordinators shall be responsible for coordinating ASA social activities and events and supervising the various executive appointees who will be in charge of individual social activities as managers.
- GSU Representative: The Graduate Student Union Representative acts as the liaison between the Graduate Students Association and the students at UTIAS. The GSU rep. Shall be responsible for attending the monthly meetings of the Graduate Students Union. The GSU rep. must attend three of the four fall (Sept.- Dec.) meetings in order for the ASA to be eligible for the head grant. The GSU rep. is also responsible for picking up the head grant cheques from the GSU office.

Other Notes for the ASA Executive:
1. The Executive must adopt the annual budget. At the end of the term in office, the budget must be posted.
2. The Executive will follow the University's fiscal year of May 1st to April 30th.
3. A current account shall be maintained in the name of "Aerospace Students Association" with the President and Treasurer sharing signing authorities.
4. All Executive members shall share organizational work for ASA events.

E. General ASA Meetings:
There shall be an election meeting in early September to elect the Executive for the new session as called by the President of the new session. A General ASA Meeting may be called at the discretion of the President (or as otherwise allowed) with notice of the meeting being posted at least one week in advance and an agenda at least two days in advance. If the President receives a written request by at least 15% of the membership for a General ASA Meeting, he/she is obligated to call one within ten days.
F. Quorum:
The Executive quorum will be at least 3 members and must include either the President of Vice-President (if so appointed by the President). The quorum for a General ASA Meeting shall be one-quarter of the membership.

G. Referenda:
The ASA Executive can hold an ASA wide Referendum if they feel that a matter should be taken to a formal ASA vote. A referendum must be called if the ASA wants to spend more than 25% of combined incoming funds (GSU Head Grant, Hart House Refund, Athletic Centre Refund etc.) on a single event of purchase. The Executive will choose a referendum coordinator and this Coordinator will be in charge of the Referendum (including tallying of votes). Voting shall be open for five consecutive days. At the end of the voting period, a simple majority of cast votes will decide the Referendum.

14 February, 1969 - Ratified
11 April, 1969 - Amended
21 November 1969 - Amended
23 September 1979 - Amended
31 May 1972 - Amended
5 September 2008 - Amended

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