

**THE CONSTITUTION OF
THE EMMANUEL COLLEGE ALUMNI/AE ASSOCIATION**

May 12, 2005

Preamble Whereas it is desirable that Alumni/ae of Emmanuel College constitute an Association for the continuing identity of its members with the College, for the enrichment of their lives by continuing social and educational activities and for the support of Emmanuel as an important and vital institution of theological education.

Therefore, the Association adopts its Constitution as follows:

Article I - Name

The name of the Association is "The Emmanuel College Alumni/ae Association".

Article II - Objectives

The objectives of the Association are:

- (a) to provide liaison between the members and the College;
- (b) to promote continuing association and education among the members;
- (c) to foster a spirit of fellowship among all those eligible for membership in the association;
- (d) to support the best interests of Emmanuel College; eg. fundraising, promotion etc.

Article III - Membership

- (1) All persons who have completed a recognized course of studies at Emmanuel College.
- (2) All present and former full-time faculty of Emmanuel College.
- (3) The following persons are members of the Association and the Executive Council by virtue of their office:
 - (a) the President of Victoria University;
 - (b) the Principal of Emmanuel College;
 - (c) Victoria's Director of Alumni Affairs and University Advancement;
 - (d) the Alumni Affairs Officer of Victoria University;
 - (e) a representative from the Emmanuel College Student Society;
- (4) All members are voting members.

Article IV - Composition of Executive

There shall be an Executive Council of the Association consisting of:

- (a) the immediate Past President;
- (b) a President;
- (c) a Vice-President
- (d) the Honorary President (Principal of Emmanuel College);
- (e) a Secretary (ex-officio);
- (f) a minimum of 4 members-at-large;
- (g) such additional officers as are from time to time required by resolution of the Annual Alumni/ae Meeting;
- (h) the following persons who are members of the Executive Council as listed in Article III (3)
 - (i) the President of Victoria University;
 - (ii) the Principal of Emmanuel College
 - (iii) Victoria's Director of Alumni Affairs and University Advancement;
 - (iv) the Alumni Affairs Officer of Victoria University (who serves as Secretary);
 - (v) a representative of the Emmanuel College Student Society;
 - (vi) a representative of the Emmanuel Faculty

Article V - Terms of Office

- (1) The members of the Executive Council who are not members by virtue of their office shall be elected at an annual meeting of the Association for a maximum of two three-year terms.
- (2) The President of the Executive Council may be elected for a one year term, and may serve for a maximum of 2 consecutive terms.
- (3) The elected members of the Executive Council shall take office at the close of elections at the Annual Meeting.
- (4) A vacancy occurring in the office of an elected member may be filled by the Executive Council by appointment until the expiration of the unexpired portion of the term of office that has become vacant.

Article VI - Meetings of Executive Council

- (1) The Executive shall meet at the call of the President. Documentable notice of time and place of the meeting shall be given to members at a reasonable time before the meeting.

- (2) The Executive shall meet at least three times each academic year.
- (3) Three members of the Executive Council may call a meeting in the manner set out in Article VI (1).
- (4) Six (6) members of the Executive Council constitute a quorum.

Article VII - Duties of Executive Council

- (1) The Executive Council shall conduct all the business of the Association in the pursuit of its objectives.
- (2) The Executive Council may appoint, and refer matters to, such special committees as it considers advisable and the persons appointed be members of the Association who are not necessarily members of the Executive.
- (3) The Executive Council shall appoint persons to represent the Association on any body in Victoria University or the University of Toronto that invites representation by the Association.
- (4) The President of the Executive Council shall preside at the meetings of the Executive Council and of the Association.
- (5) The Vice-President may perform any of the duties of the President at the request of, or in the absence of, the President.
- (6) The Secretary shall record the meetings, issue notices, and conduct correspondence of the Executive Council and the Association.

Article VIII - Standing Committee

- (1) The Nominating Committee shall be a standing committee of the Executive Council:
 - (i) The chair of the Nominating Committee shall be a Past President.
 - (ii) The Nominating Committee shall recommend nominations for the election of the Executive Council and shall report its recommendations to the Executive Council and to the Annual Meeting of the Association.
 - (iii) The Nominating Committee shall recommend to the Executive Council nominees for appointment to any body in Victoria University or the University of Toronto that invites representation by the Association.
- (2) The Executive Council shall appoint the chairs of a standing committee from the members of the Executive Council.
- (3) The chair of a standing committee shall appoint other persons to be members of the

committee with the approval of the Executive Council.

Article IX – Annual Meeting

- (1) The Annual Meeting of the Association shall be held within forty-five days after the end of each fiscal year.
- (2) The Chair of the Nominating Committee shall post the slate of nominees in the Emmanuel College Office and in the Victoria University Alumni Office and on their respective web sites. The notice of meeting shall so advise the members.
- (3) Further nominations for the elected positions on the Executive may be moved by any member at the Annual Meeting and must show the written consent of the nominee.

Article XI - Special General Meeting

A general meeting of the Association may be called by the Executive Council or at the request in writing of twenty-five members of the Association filed with the Secretary.

Article XII - Procedures for Annual and Special General Meetings

- (1) At the annual or a general meeting of the Association, fifteen members constitute a quorum.
- (2) Matters decided by vote at the annual or a general meeting shall be by a majority of the members present and voting.
- (3) Notice of the annual or a general meeting shall be given at least fourteen days before the date of the meeting and may be given by mail, by publication in the Emmanuel Newsletter and/or Vic Report, or electronically on the Emmanuel College / Victoria University web site or other means as may be deemed appropriate by the Executive Council.

Article XIII - Amendment of Constitution

- (1) No motion shall be moved to amend or repeal this constitution unless notice of the motion has been given with the official notification of the Annual Meeting.
- (2) A motion to amend or repeal the constitution does not pass except on a vote of two-thirds majority of the members who are present and voting.