

Constitution of the Rabanus Project (The Christianity and Culture Student Group)

Article I: Name and Definitions

1. Name: The club shall be called "The Rabanus Project."
2. Definitions:
 - a) The University of Toronto shall hereafter be referred to as "UofT."
 - b) Saint Michael's College shall hereinafter be referred to as "SMC."
 - c) The Saint Michael's College Student Union shall hereinafter be referred to as "SMCSU."
 - d) The Christianity and Culture Program shall hereinafter be referred to as "the Program."
 - e) The online discussion and announcement board(s) run by and for members of the Rabanus Project shall hereinafter be referred to as "the listserve."

Article II: Membership

1. The following persons shall be eligible to become members of the Rabanus Project:
 - a) Full members: including all students, staff, faculty, alumni of UofT and members or alumni of SMCSU, students enrolled in the Program, and Program alumni.
 - b) Associate members: those who are supportive of the goals and activities of the Rabanus Project.
2. Membership shall be indicated by signing the Rabanus Project membership petition or subscription to the Rabanus Project listserve.

Article III: Mission

1. Aims and Purposes. This club is committed:
 - a) To the benefit of all members and alumni of SMC, UofT and the Program;
 - b) To the benefit of all members of the Rabanus Project.
2. The club intends to achieve these goals in the following ways:
 - a) Holding regular social and discussion events at the College;
 - b) Maintaining the listserve;
 - c) Offering an essay prize in the Christianity and Culture Program.
 - d) Supporting the work of *Saeculum: The Undergraduate Journal of Christianity and Culture*.

Article IV: Club Committee

1. There shall exist a committee of organisers to assist the executive in planning and organising the social activities of the Rabanus Project. This shall be known as the “Club Committee.”
2. Open membership:
 - a) All members of the Rabanus Project are eligible to become members of the Club Committee.
 - b) Attendance at any meeting of the Club Committee shall be open to any member of the Rabanus Project.
 - c) Any Rabanus Project member shall be considered a voting member of the Club Committee if the member has attended at least two of the previous five Club Committee meetings. In cases of impeachment votes or decisions on Constitutional Amendments as described in Article IX and XI, every full member present may vote.

Article V: Executive

1. Executive positions are to be elected according to Article VIII. Executive positions are subject to dismissal according to the provisions in Article IX.
2. There shall be three executive positions.
 - a) President. The President is ultimately responsible for:
 1. Representation of the Rabanus Project to external organizations such as the UofT, the USMC, the SMCSU, and the media;
 2. Chairing meetings of the Club Committee or appointing a chair in event of necessary absence;
 3. Ensuring the taking of minutes during meetings of the Club Committee;
 4. Moderating of the listserve(s);
 5. Developing and maintaining the website;
 6. Maintaining “the archive”;
 7. Other business.
 - b) Vice President. The Vice President is ultimately responsible for:
 1. The planning and execution of all social events;
 2. Developing appropriate advertising for all events;
 3. Ensuring appropriate facilitation of all discussion events;
 4. Fulfilling the responsibilities of the President in event that the President is rendered incapable of doing so.
 - c) Treasurer. The Treasurer is ultimately responsible for:
 1. Developing the annual budget;
 2. Financial record keeping.

Article VI: Finances

1. Expenditure of Funds
 - a) The funds of the Rabanus Project shall only be spent by resolution of the Executive.

- b) The president and one other member, chosen by resolution of the Executive, shall be co-signers on any the Rabanus Project accounts. Withdrawal from any account shall require both signatures.
- c) All financial records will be available to the Club Committee upon request.

Article VII: Meetings

1. Executive Committee Meetings:
 - a) The Executive committee should meet a minimum of once per term of the academic year, except where circumstances prevent holding such a meeting.
 - b) At every meeting, the date of the next meeting of the Executive Committee shall be decided. This date should be advertised on the listserve(s) a minimum of one week before the next meeting takes place.
2. Social and Discussion Events:
 - a) At least one social event and one discussion event shall be held per term of the academic year, except where circumstances prevent such a meeting.
 - b) Such events shall be advertised by both electronic and non-electronic means a minimum of one week before the event occurs.

Article VIII: Elections

1. All full members of the Rabanus Project may vote and run in elections.
2. In the first month of the second term of the academic year, the Executive Committee shall decide by resolution on the following:
 - a) The nomination period, which will be at least seven (7) days in duration and occur in March.
 - b) The campaign period, which will be at least seven (7) days in duration and occur in March.
 - c) The election period, which will be at least seven (7) days in duration and occur in March.
 - d) The Chief Returning Officer (CRO).
3. Nomination: Only full members of the Rabanus Project may be nominated for the executive.
4. Chief Returning Officer. The CRO shall maintain impartiality throughout the election campaign.
5. The President, Vice President and Treasurer shall be elected by a plurality of votes for the period until the next regular annual election.
6. Election results will be announced electronically and at the Annual General Meeting.

Article IX: Impeachment

1. Circumstances Leading to Impeachment: Impeachment of an executive member may be considered in extraordinary circumstances such as abuse of power, misuse of funds, failure to fulfill responsibilities, or acting contrary to the aims and purposes of the Rabanus Project as stated in Article II of the constitution.
2. Motion for Impeachment: A motion for impeachment shall be made by a full member at a meeting of the Club Committee. If the motion is supported by the majority of the Club Committee members present, the executive member shall be suspended from office until the next Club Committee meeting. The motion for impeachment must be posted to the listserve(s) within one week.
3. Impeachment Vote. At the next Club Committee Meeting, an impeachment debate will be held, in which the accused executive member shall be given opportunity to provide a full defence. A vote will then be held, and the accused member shall be removed from office with a 2/3 majority vote of full members present.
4. Appeal of Impeachment Vote. The removed executive member shall be given opportunity to appeal the vote of the Club Committee to the full membership. A special referendum shall then be held, in which all full members shall be eligible to vote to overturn the vote of the Club Committee. The referendum shall be advertised on the listserve a minimum of one week in advance. A 2/3 majority vote shall be necessary to overturn the vote of the Club Committee and restore the position of the removed executive member. If a referendum is not requested or results in a ratification of the vote of the Club Committee, the Club Committee shall resolve to plan a by-election to fill the vacancy.

Article X: By-elections

1. Circumstances leading to a by-election include impeachment, resignation or incapacitation of an executive member.
2. The Club Committee shall execute an election within one month as described in Article VIII.

Article XI: Amendments

1. Motion for Constitutional Amendment: Any motion for Constitutional Amendment shall be made at a Club Committee Meeting, and may be made by any full member of the Rabanus Project present (who need not be a member of the Club Committee). A written text of the proposed amendment must be made available at this time. A vote shall be held at the meeting in which all full members are eligible to vote. If the motion is supported by the majority of the full members present, the motion for amendment and the proposed amendment will be posted to the listserve(s) within one week.

2. Vote for Constitutional Amendment: At the next Club Committee Meeting, a vote for amendment will be held. The constitution shall be considered amended if the vote passes with a 2/3 majority of the vote of the full membership of the Rabanus Project.

Article XII: Annual General Meeting

1. There shall be one meeting held per year for all members and associate members of the Rabanus Project. The meeting will allow for members to present themselves for membership on the Club Committee and to give input to the Executive for events in the coming year.
2. Notice of the Annual General Meeting shall be made two weeks (14 days) in advance of the meeting.

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Amended October 2009