

Munk School Black Students Association (MSBSA)

Constitution

SECTION A

Article I: The Association

The Munk School Black Students Association (hereafter known as “MSBSA”) is a student-led initiative at the Munk School of Global Affairs and Public Policy that strives to foster the representation of Black and racialized students within the Munk School. This initiative provides inclusive opportunities for leadership, community engagement, and networking for Black students and their allies at Munk while committing to tackle anti-Black racism and systemic discrimination at the Munk School and beyond.

Article II: Objectives

The Global Affairs arena is often charged to include the perspectives of visible minorities and marginalized societies within its framework and this has been lacking at the Munk School. The MSBSA student-led initiative seeks to increase inclusivity at Munk School through better representation of Black students' needs in the MGA and MPP programs.

1. Enriching the global affairs and public policy learning experience for Black and minority populations within the Munk School
2. Creating opportunities for Black students to network with other minorities through external conferences, a speaker series, and alumni events
3. Advocating and working closely with the administration to better address minority gaps within the program

SECTION B

Article I: The Executive

The MSBSA Executive council:

1. Has the power to deny membership to any individual(s) who disagree with the objectives set forth by this constitution.
2. Has the power to select, plan and perform events in accordance with the regulations concerning the conduct of students at Munk School and the wider university.
3. Has the power to vote on, and potentially veto, issues proposed by members unless proposed by 2/3 of the current membership or approved at a general quorum.
4. Has the power to amend the constitution and a majority vote will be required of over 51% in order for the proposal to stand

The MSBSA Executive consists of:

- A. Presidents (2)
- B. Director of External Affairs (2)
- C. Director of Finance (1)
- D. Director of Advocacy (1)
- E. Director of Activities (1)
- F. Director of Media and Communication (1)
- G. General Members

The MSBSA Executive have the following general duties and powers:

- A. **Two Presidents** one from the MPP and one from MGA who shall:
 - Be elected by a simple majority vote during an election;
 - Determine the strategic direction of the MSBSA including the annual strategic plan and constitution review when needed;
 - Split oversight of remaining roles in the MSBSA directorate;
 - Set-up meetings with the faculty advisor and keep them informed of the association's activities;
 - Schedule meetings of the Executive at least once a month;
 - Create and maintain synergies and linkages with other UofT groups e.g. REC, BGSA, BSA, etc;
 - Liaise with Munk School administration to ensure representation of MSBSA in relevant fora;
 - Run, administer and oversee elections of the incoming executive;
 - Support Director of Advocacy in their role where alternates may be needed;
 - Spearhead any independent special project throughout the year (if they so choose).

- B. **Two Directors of External Affairs** one from the MGA and one from the MPP who shall:
 - Be selected by way of application to the Executive of the MSBSA;
 - Plan, execute, and run the Harvard Black Policy Conference including the application process and the establishment of panels;
 - Establish a conference planning committee for the HBPC if needed;
 - Ensure MSBSA members are kept up to date with opportunities for external activities that will benefit both MPP and MGA students. These activities can be the following: conferences, grants, fellowships, scholarships, etc. within UofT and the community at large;
 - Liaise with the Toronto Black Policy Conference to ensure participation of MSBSA members;
 - Collaborate with other SLIs at the Munk School in both the MPP and the MGA programs to ensure meaningful representation of Black students
 - Advocate for funding for conference participation in external conferences for MSBSA members including HBPC;
 - Form partnerships with external organizations whose mandates are in line with the MSBSA;

- Execute any other duties related to external affairs as needed from time to time by the Executive.

C. One Director of Activities who shall:

- Be elected by simple majority vote during an election;
- Be in charge of executing MSBSA activities as funded under the SLI (e.g. speaker series, Culture Week activities, etc.);
- Coordinate and schedule events to ensure they do not overlap with other Munk SLI activities. This schedule should be submitted to the SLI committee;
- Work closely with the Director of Media and Communications and SLI coordinators to make sure MSBSA information and activities are accessible online to the student body;
- Collaborate with the Director of Finance to ensure MSBSA activities are feasible with budgetary constraints
- Provide additional information pertaining to logistical considerations of MSBSA events
- Update and report to the Executive on the development of planned events;
- Execute any other duties related to MSBSA activities as needed from time to time by the Executive.

D. One Director of Advocacy who shall:

- Be elected by simple majority vote during an election;
- Sit on the anti-racism action table and other Munk committees as a representative of the MSBSA;
- Oversee the Advocacy Initiative including collation of key policy documents and interviews with staff, students, and administration of the Munk School for the end of the year final policy paper and provide recommendations;
- Represent the MSBSA on relevant committees or tables at the University of Toronto at the request of the Presidents;
- Participate in any curriculum reviews undertaken at the Munk School in order to ensure meaningful representation of Black students in processes that impact their education;
- Follow up on the Munk School anti-Black racism and anti-discrimination statement to ensure accountability with the Munk School's statement and report back to the Executive from time to time;
- Execute any other duties related to advocacy work as needed from time to time by the Executive.

E. One Director of Finance who shall:

- Be elected by simple majority vote during an election;
- Ensure funding allocated to the MSBSA is spent in accordance with agreed budget lines;
- Produce a report on financial expenditure to the Executive at least once a semester;

- Where there are savings on budget lines or in the event where budgets need to be reallocated inform SLI committee in liaison with the Presidents;
- Ensure adequate receipt, records, and reimbursements are kept for all expenses and maintain records on accessible platform e.g. excel;
- For the purposes of transition and institutional memory, collect information pertaining to event budgets in an MSBSA financial binder;
- Ensure all expenditure is approved by the Presidents and signed off;
- Apply for annual SLI funding for the association in conjunction with Presidents;
- Create the MSBSA annual budget with the consultation and approval of the MSBSA Executive;
- Execute any other duties from time to time as assigned by the Executive.

F. One Director of Media and Communications who shall:

- Be elected by simple majority vote during an election;
- Create and maintain MSBSA website and social media accounts to ensure information is up to date and relevant to MSBSA membership and the public;
- Ensure MSBSA members and the Munk School community are kept up to date with activities and events of the association
- Work closely with the Director of Activities to ensure activities and events are well-publicized to MPP/MGA and UofT community;
- Ensure any in-person events are simultaneously live-streamed to ensure meaningful participation with broader audiences
- Schedule meeting times on online platforms (Zoom, Facebook Live, Skype, Microsoft Teams, etc) for all online events
- Execute any other duties from time to time as assigned by the Executive

ALL POSITIONS ARE TO BE RATIFIED BY THE INCUMBENT/OUTGOING MSBSA EXECUTIVE AFTER ELECTIONS

SECTION C

Article I: Executive Meetings

- Executive Meetings shall be held on a weekly basis throughout the academic year
- Meetings can be called by any executive member along with the President.
Attendance for each meeting is mandatory for all executive members
- In the absence of the CoPresident, another member of the executive team shall preside over the meeting

Article II: Election Process

- MGA and MPP students are eligible to run for positions in the MSBSA executive
- At the end and/or beginning of each academic term, the current executive shall conduct elections
- Elected members of the executive shall serve for one year.
- Each member of the outgoing executive is entitled to one vote
- There must be a majority vote of over 51% for each position

Article III: Faculty Advisor

- Each academic year, a faculty member from the University of Toronto with a vested interest in MSBSA's mission shall be elected

Article IV: Review and Amendments to Constitution

- All pertinent issues concerning the interpretation of the Constitution will be dealt with by the Co-Presidents of the organization unless otherwise arranged during the proceedings of the organization's executive council.
- Amendments to the Constitution may be proposed by any executive member during executive meetings
- All proposals must be supported by 2 additional members
- The power to amend this Constitution will be exclusively reserved for the MSBSA executive members
- Each executive member shall have one vote equal vote
- A majority vote is required of over 51% in order for the proposal to stand