

Faculty of Music Anti-Racism Alliance Constitution

University of Toronto Faculty of Music

Updated March 15, 2021, by the 2020-2021 Executive

1. This club shall be known as the Faculty of Music Anti-Racism Alliance (FoMARA).

2. Mission Statement

We are a group of undergraduate students who are passionate about creating an equitable and safe environment at the University of Toronto Faculty of Music by empowering the voices of BIPOC musicians and artists, dismantling racist and colonial modes of learning and teaching within music institutions, and using our platform to spark collective anti-racist action among students and the broader community.

3. Goals

- a) To create an environment that is conducive to the success and growth of BIPOC students at the Faculty of Music;
- b) To empower the voices of BIPOC students at the Faculty of Music by actively listening to and addressing their concerns and lived experiences;
- c) To facilitate student activism and advocacy;
- d) To foster dialogue between students, faculty and administration to encourage transparency and accountability regarding anti-racism initiatives;
- e) To challenge Eurocentric pedagogical practices, curriculum content, and performance values within the Faculty of Music;
- f) To acknowledge and publicize the contributions of BIPOC artists to Western and non-Western musical forms;
- g) To promote the education and training of faculty, staff and students in anti-racist practices and make a concerted effort to learn about anti-racist practices ourselves.

4. Guiding Principles

- a) Our anti-racism efforts shall not be directed toward the advancement of the personal interests of specific club members. Instead, our anti-racism efforts shall be directed toward addressing overlooked racial issues in music and creating a more equitable and inclusive environment at the Faculty of Music;
- b) In pursuing our goals mentioned in 1., we recognize that difficulties planning events and negotiating with club members will arise. We will aim to resolve these problems collaboratively, methodically, and swiftly (as the situation requires);
- c) We will communicate our ideas professionally and respectfully, giving each club member a fair chance to voice their opinion fully and without undue opposition;
- d) We will report frequently to the Faculty of Music undergraduate student body about

decisions made in the FoMARA;

e) When making important decisions, we will consult with other members of the club first. If a club member is found to be overreaching their authority (in proportion to their assumed role), the appropriate course of action shall be determined by the Executive.

5. Eligibility Requirements for Club Members

a) Be a member of The Faculty of Music Undergraduate Association (FMUA) and adhere to Section 3 - Membership, in the FMUA's Bylaws, and Section 2 - Code of Conduct, in the FMUA's Policies and Procedures;

b) Attend at least two (2) out of the seven (7) general meetings;

c) Read and accept the terms of the Equity Policy & Code of Conduct.

6. Club Positions

a) The Executive shall consist of four (4) members: President, Vice President External, Vice President Internal, and Vice President of Events.

b) Directors shall consist of the following positions: Director of Publicity, Student Outreach Director, Fundraising and Development Director, and Directors of Events.

c) The Board of Directors shall consist of both a) and b) as well as the Secretary.

i. Members of the Board of Directors must familiarize themselves with the FoMARA's Constitution, Equity Policy & Code of Conduct, and Bylaws.

7. Election Procedure

a) Membership on the Executive shall be filled for the 2020-2021 academic year by the founders of the club and any additional members the sitting Executive select.

In subsequent years, membership on the Executive shall be determined by an open election whereby members of the FoMARA vote for candidates at the end of the academic year.

b) All voters must meet the eligibility requirements for club members outlined in 5.

c) All candidates must meet the eligibility requirements for club members outlined in 5.

d) Should a position on the Executive become vacant after elections are held, the remaining elected Executive members shall hold a by-election as soon as possible.

e) The Executive shall make all reasonable efforts to notify all club members of the election and by-election dates (where necessary), candidacy requirements, and voting instructions.

f) Candidates must submit a short paragraph or speech detailing their suitability for the position they are applying to.

g) A meeting will be held to review election dates and procedures, and answer candidates' questions.

- h) Candidates will respond to predetermined questions from the Board of Directors as well as questions from general members.
- i) In the event of a tie, both candidates will be given the option to withdraw their candidacy for the position. If not, the winner will be determined by the President.
- j) If there shall be only one candidate running for an executive position, they shall be elected only if they receive 50% of the total votes.
- k) The winners of the election shall be determined by a ranked ballot system.
- l) Results shall be made accessible to all members of the club after the election is complete.

8. Selection Procedure of Directors

- a) Prospective directors must submit a resume and cover letter to the Executive for consideration.
- b) Successful candidates will be interviewed by at least one (1) member of the incoming Executive and the outgoing Director (if necessary) whose specific role is that for which the candidate is applying.
- c) The outgoing Executive and Directors have a period of two (2) weeks after the end of the academic year to select new Directors for the FoMARA.
- d) Should a Director position become vacant after the process of appointing Directors has concluded, the appropriate Executive members shall re-select a Director to fill the vacancy.

9. Board of Directors Meetings

- a) Board of Directors meetings shall be held once every two (2) weeks.
- b) Decisions must be passed by consensus.
- c) At least 50% of members must be in attendance.

10. General Meetings

- a) General meetings shall be held once a month during the academic year. Four (4) will be held in the Fall semester and four (4) in the Winter semester to a total of eight (8).
- b) The last of the eight (8) general meetings shall be the club's Annual General Meeting, which shall serve as a forum for club members to voice their concerns to the outgoing Board of Directors. The outgoing Executive will also share FoMARA's end-of-year report at this meeting.
- c) The sitting Executive shall give club members notice of the date and location for the Annual General Meeting the preceding Monday.

11. Impeachment of an Executive Member or Director

- a) An Executive Member may be impeached if:
 - i. They have failed to attend three Executive meetings without sending regrets in advance. If you are unable to attend a meeting, please provide the Executive with at least 2 days advance notice.
- b) An Executive Member or Director may be impeached if:
 - ii. They have failed to perform their assigned duties or otherwise grossly interfered with the operation of the club, such as:
 - 1. Misusing the club budget. This includes - but is not limited to:
 - a. Spending the budget on non-club affairs;
 - b. Spending more than specified on the budget.
 - iii. They have committed an equity violation. Please refer to the Equity Policy & Code of Conduct
<https://drive.google.com/file/d/1g1B2Kw6dxha0zlvaAcxV7voSD71KSLB2/view?sp=sharing>
- c) A motion for impeachment may only be carried by a consensus of the remaining Executive members if an Executive member is impeached, and a consensus of the entire Executive if a Director is impeached. Reasonable attempts must be made to contact the indicted Executive member or Director to inform them of the motion and the claims brought against them before any punitive measures are taken.

12. Club Archives and Files

- a) The Secretary shall convert applicable club documents to pdf and arrange all files in Google Drive in a timely manner. The Board of Directors shall have edit access to all documents for the current year and read-only access to all documents for previous years. Also, general members shall have read-only access for meeting minutes for the current year.
- b) The archive shall include - but not be limited to - a current copy of the Constitution, the Bylaws, the Equity Policy & Code of Conduct, and the minutes from all General and Executive meetings.

13. Financial Procedures

- a) All financial procedures of this club are subject to audits by the current FMUA Vice-President Internal and/or the FMUA Executives.

14. Relationship to the FMUA

- a) External accountability of our club by the FMUA Equity and Accessibility Director.
- b) Collaboration with the FMUA to host and plan workshops and concerts.
- c) FMUA branding on the FoMARA's promotional materials.

15. Amendments to the Constitution

- a) The outgoing and incoming Executive shall jointly review the Constitution after the Annual General Meeting (if necessary).
- b) The President shall draft all amendments to the Constitution and seek the approval of the Board of Directors at a regularly scheduled meeting.
- c) All amendments must be approved by a consensus of the Board of Directors. General members must be advised of any approved amendments only when they are directly concerned.

16. Transition to Incoming Executive

- a) After the Annual General Meeting and before the end of the academic year, the incoming Executive and the outgoing Executive shall meet to discuss club roles and expectations, policy documents (if necessary), as well as any other relevant matters.
- b) Members of the previous academic year's Board of Directors will continue to serve on the club until the next academic year if they so choose. This will allow the incoming Board of Directors to learn about the expectations of their roles further from the previous academic year's Board of Directors.