Theory Centre Student Assembly
Draft Constitution
January 30, 2013, Amended March 2013

Article 1 - Name of the TCSA

The official name of the Centre for the Study of Theory and Criticism Student Assembly is the “Theory Centre Student Assembly,” hereafter referred to as TCSA.

Article 2 - TCSA Mandate

The mandate of the TCSA is to:

- Maintain a continuous body of knowledge with respect to institutional practices and procedures.
- And in that regard, seek a transparent and accountable channel of communication with the Centre for the Study of Theory and Criticism’s administrative bodies.
- Hold a regular forum for Theory Centre students to express their concerns and desires with respect to the operations of the Centre.
- Elect student representatives to administrative bodies internal and external to the Centre. At this time, the applicable bodies are limited to the Theory Centre’s Graduate Studies Committee, Research Committee, Steering Advisory Committee, and the Society of Graduate Students.
- Foster community and peer-to-peer interaction among the Theory Centre student body.

Article 3 - Membership

The TCSA is open to all currently registered Masters and PhD students at the Centre for the Study of Theory and Criticism.

Article 4 - Meetings

The TCSA will meet at least 3 times per term. In the event that there is an urgent issue to be discussed by the assembly, any member may call a meeting, given a fair amount of notice is given. At least 48 hours notice must be given in situations such as this.

Meeting Chair

As was amended at the meeting of October 7th, 2013, the TCSA will elect a chair at the end of every meeting from among those in attendance. The TCSA shall endeavour to give all of its members equal opportunity to participate as Chair and ensure equal access to the role along lines of program level, gender identification, and other salient divisions.

The Chair will be responsible for managing the current meeting, and preparing the agenda for the next. See Article 5 for further description of the Chair’s duties.

Meeting Scribe

The TCSA shall select a Scribe by simple majority vote among those in attendance at the beginning of each meeting.
The Scribe is responsible for keeping a record of the meeting’s proceedings, as well as issuing the meeting minutes to assembly members by email within three days of the meeting.

**Representatives**

Members of the TCSA who sit as representatives to the Theory Centre on administrative bodies, internal and external to the Centre (see Article 1), are directly answerable to the TCSA. Representatives who do not act in accordance with TCSA mandates are subject to being recalled. Only members of the assembly who are elected to representative positions from the ratification of this constitution forward, are subject to this article. Representatives are required to attend regularly scheduled TCSA meetings. Representatives are encouraged to attend emergency meetings when possible.

**Article 5 - Practices and Procedures**

The TCSA will conduct itself as a direct democratic decision-making body.

Meetings shall be moderated by the chosen Chair (see Article 4). Motions brought forward in TCSA meetings are put to a vote and will pass or fail on the basis of a simple majority (50% + 1 of those in attendance).

As amended in the meeting of March 2013, quorum will be seven (7) students.

When debating motions:

1. Speak only when recognized by the Chair. Raise your hand to be added by the Chair to the speakers list.
2. The TCSA acknowledges the historical denial of speaking rights to certain groups. The Chair shall act to balance speaking rights to ensure equal participation by all members of the assembly when it seems that equality and fairness may be obstructed due to the distribution among speakers for a motion and against, along lines of gender identification, or other salient divisions.
3. Be concise, and address your comments to the topic at hand. Whenever possible, limit your comments to constructive criticism and suggestion. Speak using language accessible to the membership of the TCSA.

Meeting minutes will be recorded for every general assembly.

**Article 6 - Agency**

The TCSA maintains autonomy with respect to all administrative bodies internal and external to the Centre.

**Article 7 - Amendments**

Amendments to the TCSA Constitution may be brought forward as a “motion to amend” in the course of TCSA meetings. Motions to amend the TCSA Constitution are subject to the same governance model and voting policy established in Article 5 of this document.