Theory Centre Student Assembly
January 30, 2013, Amended March 2013
Amended Oct 24, 2016

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.

Committees internal to the TCSA: The Events Committee and the Student Equity Committee (see proposed Article 8).
● 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
The Chair would be elected by the TCSA for a semester-long term. This semester-long Chair would be chosen during the first meeting of the Fall semester, which would be chaired by the Interim Summer Chair (see below). The semester-long Chair for the Winter semester would be chosen at the end of the last meeting of the Fall semester. 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. The Chair will be responsible for drafting goals for the TCSA for the duration of their semester, to be passed as a motion during their first meeting. The ad-hoc constitutional committee also proposes an Interim Summer Chair to attend the last meeting before the summer semester begins, attend to any issues left from the last meeting over the summer semester, attend orientation as a TCSA representative, and chair the first meeting of the fall term to oversee the selection of the new semester-long Chair and Scribe. This is to bring continuity between each year the TCSA operates. See Article 5 for further description of the Chair’s duties.
Meeting Scribe
Scribe be elected for a semester-long duration to be voted on at the beginning of the first meeting of the semester for further continuity. 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.

Proposed Article 8 - Motions
Any motion that is passed by the TCSA must be conveyed to the appropriate committees. If a motion is relevant to the external committees (Graduate Studies Committee, Research Committee, Steering Advisory Committee, the Student Union Representative, and the Society of
Graduate Students) it must be relayed to those committees by the appropriate student representatives. The committees internal to the TCSA (Events Committee and Student Equity Committee) will be responsible to relate relevant motions to the Director of the Theory Centre. Any other general motions must be relayed to the Director of the Theory Centre by the Chair.