

Wycliffe Advanced Degree Student Association Constitution

1. Raison d'être

The Wycliffe Advanced Degree Student Association (WADSA) exists in order to foster and support the academic and social community of Wycliffe AD students. It does so by representing the needs and concerns of the student body to the College and the Wycliffe Director of Advanced Degree Studies, and by sponsoring various formal and informal events throughout the year.

2. Membership

Every student who pays the annual WADSA fee is *ipso facto* a member of WADSA. All AD students are required to pay this fee, ergo all AD students are members of WADSA.

3. Officers

3.1 Who represents WADSA? There is one officer elected to represent WADSA—the 'WADSA Coordinator'.

3.2 Who represents Wycliffe at the TST Advanced Degree Student Association? There is one officer elected to represent the interests of the Wycliffe AD student body in the context of the Toronto School of Theology Advanced Degree Student Association (TST-ADSA)—the Wycliffe 'TST-ADSA rep'.

3.3 What is the relationship between the WADSA Coordinator and the Wycliffe TST-ADSA rep? The WADSA Coordinator and the Wycliffe TST-ADSA rep shall interact on a needs basis as issues affecting Wycliffe AD students arise in their respective areas of responsibility.

3.4 What remuneration is offered for the WADSA and TST-ADSA officers? The College provides modest bursary funds for WADSA officers (approx. \$1000 in total). The bursaries for the respective positions are shared between the officers, with two-thirds going to the WADSA Coordinator and one-third to the TST-ADSA representative.

4. Elections

4.1 Who can vote? Each student who has paid the annual WADSA fee is eligible to vote. The WADSA Coordinator will obtain an e-mail list from the College's Director of Advanced Degree Studies in the latter part of September, which will be his/her primary method of communication to the AD student body. He/she will work closely with the AD Director to ensure that the list includes all WADSA members.

4.2 Who is eligible to be nominated? Any Wycliffe AD student who lives within reasonable proximity to the campus, regardless of his or her stage in the program, is

eligible for nomination to represent Wycliffe AD students as either the WADSA Coordinator or as Wycliffe's representative to the TST-ADSA. The incumbent WADSA Coordinator and TST-ADSA representative are each eligible to be nominated for a second term. The maximum time in office for each of them, however, is two years.

4.2.1 If a student cannot be found to let his/her name stand for the position of WADSA Coordinator, the responsibility falls automatically to the recipient of the Wycliffe Alumni/ae Fellowship to hold the office for the year (to a maximum of two years for the same person, whereupon it is incumbent upon the Wycliffe AD Director to seek a replacement).

4.2.2 If a student cannot be found to let his/her name stand for the position of TST-ADSA representative, the AD director will seek to find a suitable individual willing to fill the position.

4.3 When are elections held? Elections are held for both the WADSA Coordinator and the TST-ADSA representative on an *annual* basis. In the latter part of the winter semester the WADSA Coordinator will solicit nominations from the Wycliffe AD community for both positions. He/she will distribute the list of candidates along with a brief self-description and "campaign pitch" from the candidate(s). These should be no more than a paragraph in length. To enable all members to vote, voting shall be done by e-mail. To ensure electoral objectivity, ballots shall be submitted to an officer of the College who will be chosen by the Wycliffe AD Director and the WADSA Coordinator.

5. Responsibilities

5.1 The WADSA Coordinator is responsible for the following:

5.1.1 Orientation: The WADSA Coordinator will be involved in certain Orientation Week activities. For example: An introduction of WADSA to the BD and AD student body at the 'Welcome Assembly', and to new AD students during the 'Introduction of Advisors' session; Senior Common Room Wine & Cheese reception; an introduction to WADSA in the Wycliffe summer mailing to new and returning students.

5.1.2 Communication with AD students and AD Director: The WADSA Coordinator is responsible for maintaining an accurate mailing list, informing students of upcoming events, soliciting participation from students for such events, and generally maintaining open lines of communication with both the student body and the AD Director. (Also, where deemed appropriate, the Coordinator will extend 'get well' greetings (cards/flowers) on behalf of the Wycliffe AD student body to fellow students in situations of hardship.)

5.1.3 Social Events: The WADSA Coordinator will plan certain AD social events, such as the Orientation Week Wine & Cheese reception, the annual AD dinner held towards the end of the winter semester, and any other social event(s) deemed appropriate for fostering social and academic community life.

5.1.4 Discussions and Presentations of Interest to AD Students: The WADSA Coordinator, in encouraging a sense of theological community, will plan occasional or ongoing academic-oriented events—for example, monthly lunch gatherings wherein an AD student shares ‘what he/she is doing’.

5.1.5 Administration of the Senior Common Room: The WADSA Coordinator is responsible for supplying any amenities for the Senior Common Room.

5.1.6 Elections: See section four above.

5.1.7 Convocation: The WADSA Coordinator is encouraged to represent AD students by participating in the processional at the Wycliffe College convocation in May. This duty will normally fall to the incoming Coordinator for the following school year.

5.2 The Wycliffe TST-ADSA representative is responsible for the following:

5.2.1 Represent the interests of the Wycliffe AD student body at the monthly council meetings of the TST Advanced Degree Student Association. Where deemed necessary, inform the Wycliffe student body (via e-mail) of significant issues/decisions taken (or upcoming) at the council, and consult with the student body as necessary in order to ascertain its interests on such matters.

5.2.2 Encourage the involvement of Wycliffe students in TST events through dissemination of information, etc. Inform the TST-ADSA (and, where appropriate, the wider student body) of Wycliffe events and news of note.

5.2.3 Serve as part of the TST-ADSA by providing hands-on support where needed for TST-hosted colloquia, parties, etc. (Potentially, sit as a representative at monthly Advanced Degree Council meetings.)

6. The Senior Common Room

The Senior Common Room exists to provide both a formal and informal meeting place for AD students. It is unlocked between the hours of 8:00 AM and 8:00 PM during the week, and may be used as a place to read, socialize, and possibly sleep (keys to the room are available upon request, should an AD student anticipate using the room at other times). As funds permit, WADSA will provide some amenities for the room (e.g., magazine subscriptions, coffee/tea supplies, etc.)

7. Finances

A single WADSA fee of \$20 (which may be subject to change apart from this Constitution) is to be collected from each AD student by the University of Toronto, regardless of whether he/she is in residency. WADSA finances are handled in conjunction with the college accountant; WADSA funds can only be accessed by the WADSA Coordinator, via the Wycliffe College accountant.

At present (December 2002), WADSA is responsible for the following financial commitments: Wine & Cheese reception during Orientation Week; magazine subscriptions for the Senior Common Room; food and beverages for 'Luther Hour' (offset by nominal charge for beer); annual AD dinner; coffee and filters for the Senior Common Room; and a contribution to the Wine & Cheese reception at the 'At Home' (see the BDSC treasurer).

8. Adoption of and Changes to the Constitution

8.1 Adoption of the Wycliffe Advanced Degree Student Association Constitution requires 1) a quorum of one-half of the membership, and 2) a favourable majority of two-thirds of the votes cast. (For voting procedure, see 4.3 above.)

8.2 Proposals for changes to the Wycliffe Advanced Degree Student Association Constitution may be submitted to the WADSA Coordinator by any member with a seconder. The adoption of proposed changes requires 1) a quorum of one-half of the membership, and 2) a favourable majority of two-thirds of the votes cast. (For voting procedure, see 4.3 above.)