



## **Club Constitution**

### **Article 1: Name:**

The name of the club is as following: "Students for SickKids." The club is also known as the SFS club and has affiliations with the SickKids foundation.

### **Article 2: Purpose:**

The purpose of the club shall be to promote the SickKids foundation and to give students an opportunity to know more about the foundation and the running of the SickKids hospital. Another primary purpose of this club to is to raise funds and organize fundraising events to donate to the SickKids foundation.

### **Article 3: Membership:**

The club shall be open to all students and members of the UTMSU. Community members and alumni may also be admitted into the club solely as associate members. There shall be no discrimination based on Sex, Gender, Sexual Orientation, Religion, Race, Ethnicity, Disability, or any other category when admitting new members into the club. The club shall be free to join, and no fee is required. While participating in events and general meetings is open to all UTMSU members, to become a

registered member of the club, students must participate in at least two general meetings.

#### **Article 4: Executives + Coordinators:**

President: Responsible for overseeing the club's practice and chief of decision making. Primary contact for the club and is responsible for maintaining ties with the SickKids foundation.

Vice President Internal: Responsible for logistics and marketing. This executive is responsible for recording minutes, running the social media pages, responding to emails, and running internal communications of the club. This executive is also responsible for marketing on said social media pages and coordinating with the VP External on marketing campaigns. This executive is responsible for recording registered members of the club.

Vice President Financial: This executive is responsible for handling financial resources and cash flow; keeping records of receipts, finances, and spending; design budgets in collaboration with the VP Internal and VP External; submit the bi-annual audit report to UTMSU. This executive is responsible for coordinating with the SickKids foundation where donations will be sent. The executive is also responsible for the safe handling of donation amounts and depositing them in the designated club bank account and recording them properly.

Vice President External: This executive is responsible for organizing events and fundraising activities for the club. This executive is also responsible for coordinating marketing campaigns with the Vice President Internal. Additionally, this executive is responsible for organizing and promoting general meetings and recruiting general members and executives.

Social Media Coordinator: This coordinator is responsible for taking charge of all social outreaches. This includes overseeing any official public account representing the club.

Events Coordinator: This coordinator(s) is responsible for making the appropriate preparations for all events hosted by the club. They will be further responsible for being in touch for any collaboration events and ensuring all events are run and staffed completely.

## **Article 5: Meetings:**

Executive meetings must happen at least once every two weeks during both the fall and winter semesters, however, meetings can happen on a more frequent basis under the discretion of the executives. General meetings must happen at least twice during the academic school year, at least once every semester. During general meetings, goals and accomplishments of the club must be shared, as well as current initiatives of the SickKids foundation, and ways for general members to help. A detailed

report on the financial condition of the club must be provided if particularly requested by any member for a general meeting.

### **Article 6: Elections:**

Elections must happen during the last week of February annually. Elections are open to all registered members of the club, and all UTMSU members can vote in the elections. Elections must adhere by the election rules set in the UTMSU Club Policy Manual. The club executives must designate a CRO no later than the third week of January and must be reported to the Campus Groups Coordinator. Advertising and nomination periods are up to the discretion of the executives and the CRO, however, they must adhere to the rules set in the club's policy manual. The nominations may be self-submitted to the current club executives and CRO via a posted, online form. Eligibility of candidates will be based on whether said candidate is returning in the following fall-winter academic year as a part- or full-time student. For each position, the candidate will be chosen by majority vote. The timeline of this election will be based upon the UTMSU timeline for the given academic year.

### **Article 7: Removal from office**

Removal from office can occur after a member of the Clubs Committee, ex. VP Campus Life, has issued two (2) verbal warnings and one (1) written warning. The warnings must clearly state the problem(s) and the steps to be taken to resolve them. After such a warning, if failed to oblige, the executives can proceed to hold a vote within the executive team to remove the member from the office. The vote should be supervised by the

UTMSU, and the results shall be verified by the Club's Committee. The results of the vote should be two-thirds of the executives in favour of removal. In addition to the above guidelines, the UTMSU reserves the right to intervene as a mediator due to their independence and objectivity in the matter. The VP Campus Life has the right to ensure the procedures were followed accordingly and to rectify the removal of office. Alternatively, an executive member may be removed from office by the club itself for failing to perform their duties as defined by the club constitution and by-laws, such removal will occur if, and only if, the following conditions are satisfied: A request is submitted to the VP Campus Life which should: Be signed by at least 30% of the Club membership or two thirds (2/3) of the club executive membership Specify the alleged incidents of neglect of duty Upon receipt of the request, the council shall be required to hold a referendum within twenty (20) days. In case of a council member being removed from office, a by-election will be held if necessary, according to the election rules as previously described under "Elections Procedures."

### **Article 8: Amendments to the Constitution:**

Amendments to the constitution must be proposed by at least 1 executive member or 1 general member of the club. The amendments must clearly state the part that needs to be changed, why it should be changed, and how it should be changed. For a constitutional amendment to pass, it must be approved by at least two thirds of the club executives, or at least

50% + 1 (fifty percent of the members plus one member) general members of the club. Club amendment proposals must be advertised on club social media pages. General members or executives reserve the right to call an emergency general meeting to discuss the amendment, and the proposal to call a meeting must be forwarded to the president.