

Constitution of “Black Doctors of Tomorrow”

1. Name

The official name of this recognized campus group is “Black Doctors of Tomorrow”

The acronym or abbreviation of this group is: BDOT

2. Purpose and Objectives

Black Doctors of Tomorrow seeks to develop, advance, and promote a strong sense of community that enables black pre-health students to network and Inspire each other. We intend to make the ambition of medicine more accessible to marginalized communities by building up a body of black people In healthcare who can disseminate the Influence of medical racism and Improve patient outcomes. We intend to offer academic and community support, offer guidance and insight into the realities of the field, and foster networking and partnerships within and beyond the Interdisciplinary postgraduate community. We encourage participation on all levels of all our community members to spread awareness and empowerment.

3. Membership

Voting membership to the group is open to all registered University of Toronto students.

Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. However, these members do not hold the aforementioned rights. Non-U of T members must register with a designated executive by submitting their full name and a valid email address.

The membership fee will be \$0 per year.

Any member of the club may apply for a refund within one (1) month of becoming a member. No refunds are permitted 30 days after the election periods.

For recognition by the University of Toronto Students’ Union (UTSU), the group must maintain a minimum of 30 members, a total of 51% of membership are UTSU members. The group must also maintain recognition from the Office of Student Life. *These requirements are subject to change and should be checked with UTSU annually to ensure qualifications are met.*

4. Executive List and Duties

The executive committee shall be composed of five (5) elected officers.

The President shall:

- Oversee the operations, management and success of the group
- Be the spokesperson for the group
- Hold signing officer authority along with the Treasurer for financial purposes
- Maintain organized records of all the members, meetings, activities/dates
- Continuously work to promote BDOT events through various social media accounts
- Develop and work to implement new recruitment and marketing strategies

- Preside over board meetings as well as general meetings
- Ensure transition of office to the future Executives
- Coordinate organizational recruitment efforts
- Oversee the various committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organizational recruitment efforts

The Vice-President Internal shall:

- Assist the president in facilitating executive meetings and assemblies
- Will act in the absence of the president for any meetings or necessary representation
- Regularly checks and maintains club email
- Assists the president in initiating the organization and planning of BDOT events
- To work with the rest of the Executive Committee and in supporting their projects as well as furthering the goals of BDOT as a whole, in leadership, service and representation
- To contribute to the smooth and safe functioning of BDOT executive team, including following proper accounting procedures, contributing to executive responsibilities, and attending club events

The Vice-President External shall:

- Assists the president in facilitating executive meetings and assemblies
- Regularly checks and maintains club email
- Maintains contact with club collaborators; other student organizations as well as the Black Medical Students Associations
- Oversees Student Mentorship Program, Peer Mentorship Program
- Actively seeks collaborative opportunities for the club; actively creates and develops organizational relationships with other student groups, individuals, and student groups at other schools in tandem with the Events Coordinator
- Leads the strategic direction and implementation of all funding activities to increase external support for the club's mission and events.

The Event Coordinator shall:

- Focus on being a liaison between BDOT and event presenters, cultivating strategic and long-term partnerships.
- Communicating with event presenters and attendees, listening to their needs and presenting solutions to their requirements.
- Computer skills: Event coordinators rely on computers to communicate, plan, budget and organize their events.
- Organization skills: Many things happen at once at meetings. Event coordinators must try their best to shift the dialogue to the original event plan.
- Problem-Solving Skills: Inevitably, something will go wrong at an event. Being able to quickly solve the issue is required.
- This position regularly communicates with the President of BDOT to ensure an ongoing

relationship with BDOT's affiliates.

- Prepare a report of all the Event Coordinator's activities at the end of the year

The Treasurer shall:

- Record all financial transactions of the group.
- Hold signing officer authority along with the President for financial purposes.
- Maintain a budget of income and expenses along with receipts.
- Advise members on the financial position of the group.
- Prepare an annual budget for the group as well as budgets for specific events.
- Applies for grant applications (if needed).
- Prepare a report of all the Treasurer's activities at the end of the year.

The group may appoint Directors or Coordinators for various committees such as social committee, publicity committee, social media marketing director/coordinator and so on; however, such positions do not hold executive decision making authority.

Termination of Executives or General Members:

Any member of the club who commits an act negatively affecting the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest, may be given notice of removal.

The member up for removal shall have the right to defend his/her actions.

A two-thirds majority vote of the current members present in favor of removal is required.

The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

Executive members are subject to the same termination or impeachment process and, as determined by the vote, may lose their executive position along with their membership to the group.

5. Elections

The executive committee shall strike the Elections Committee and appoint one (1) Chief Returning Officer (CRO) and two (2) Scrutinizers from the general members of the committee to conduct and hold elections in May. All members of the Elections Committee shall be non-biased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

The CRO Returning Officer shall accept nominations only from group members that are also registered U of T members (staff, faculty, students and alumni) for candidacy of executive positions from the general membership before the beginning of May. Candidates have to be members in good standing and be part of the group for at least one month prior to the nomination period.

The CRO shall select three (3) election dates before May 30th for the voting period. These dates will be announced in a minimum of two (2) weeks prior to elections dates and must fall on weekdays.

The CRO and Scrutinizers shall provide each U of T member with a virtual ballot on the voting dates and ask the members to vote on the designated dates.

In preparation for a tie, the CRO shall select an executive from amongst the executive committee, to cast their ballot and seal it in an envelope. In the event of a tie for an executive position, one of the two Scrutinizers shall break the seal and count the ballot in order to break the tie.

After the election is over, the CRO and Scrutinizers shall count the votes. The candidate with the most votes shall be elected to the position. The CRO and Scrutinizers shall submit a report of the results of the elections to the Executive Committee and general members.

Registered U of T members may not vote by proxy. Non-U of T members may not nominate or vote in elections.

All U of T members that are registered students in good standing are eligible to vote.

Term of executive positions shall be from June 1st to April 30th.

6. Finances

The Treasurer shall keep records of all income and expenses. The Treasurer shall present the group's financial health at the annual general meetings. The Executive Committee will vote on expenditures of over \$100.00 by majority vote at an executive meeting.

The group's executive or members may not engage in activities that are essentially commercial in nature. This is not intended to preclude the collection of membership fees to cover the expenses of the group, or of charges for specific activities, programs or events, or to prohibit groups from engaging in legitimate fundraising. However, the group will not have as a major activity a function that makes it an on-campus part of a commercial organization, will not provide services and goods at a profit when that profit is used for purposes other than those of the organization, and will not pay salaries to some or all of its officers.

7. Meetings

A) Annual General Meetings (AGMs):

The group shall hold general meetings at least twice per year, i.e. once per academic term.

The Executive Committee will announce these dates two (2) weeks prior to holding the meetings. These meetings are intended to go over the group's annual activity plan, financial health and propose or vote on constitutional amendments, if any. Motions will require 2/3 majority of registered members in attendance for a vote to be cast. The motion with the most votes will be passed.

B) Executive Meetings:

The executive committee shall meet on a monthly basis where date and times are to be set by an executive. The quorum of executive meetings shall be 50%+1 of executives.

8. Amendments

Any registered U of T members may propose and vote on amendments to this constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.

Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by registered U of T members in attendance.

The Executive Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. The Office of Student Life, The University of Toronto Students' Union, etc) within two (2) weeks of its approval by general members.