

Constitution of “**Dementia Awareness Initiative (DAI)**”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “Dementia Awareness Initiative”
- 1.2. The official acronym or abbreviation of the group is “DAI”
- 1.3. The purpose of the organisation is to educate and raise awareness for Dementia and its causes, as well as its effects on those who are diagnosed with it and their loved ones. We will have a particular focus on Alzheimer’s disease, the most common form of dementia. While diseases associated with dementia are commonly seen today, with the highest prevalence in seniors, they remain vastly misunderstood. Individuals affected by dementia often display unusual social behaviours, leading to feelings of frustration and distress from their family members and friends who may not quite understand why they may act in such ways. Through campaigning, knowledge spreading, and in-person events, this group aims to advocate for the needs of patients suffering from dementia, while elucidating the causes and both behavioural and physiological effects of such diseases. This organisation, therefore, aims to contribute to the fight against dementia by spreading knowledge and educating the general population on the biological and sociological components of such prevalent illnesses.

2. Article Two – Membership and Membership Fee

- 2.1. The group shall maintain a list of group members.
- 2.2. Voting membership is open to all registered students of the University of Toronto.
- 2.3. Voting membership is open only to registered students of the University of Toronto.
- 2.4. Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.
- 2.5. The membership fee will be \$0 per year.

3. Article Three – Rights of Members

- 3.1. All voting members have a right to attend all general meetings of members.
- 3.2. All voting members have a right to cast votes at all general meetings of members.
- 3.3. All voting members have a right to stand for election unless otherwise stated in this document.

- 3.4. All voting members have a right to cast votes in all group referenda.
- 3.5. All voting members have a right to propose and vote on amendments to this constitution.
- 3.6. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. Article Four - Executive Committee

- 4.1. The term for all positions on the Executive Committee shall be from June 1st to April 30th.
- 4.2. The Executive Committee shall be composed of ten (10) voting members.
- 4.3. All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.4. Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.5. The maximum number of non-voting positions on the Executive Committee shall be two (2) positions or ten percent (10%) of the positions on the Executive Committee, whichever is greatest.
- 4.6. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.

5. Article Five - Executive Committee Composition and Duties

5.1. The Co-Presidents shall:

- 5.1.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.2. Oversee the operations, management, and success of the group,
- 5.1.3. Serve as spokespersons for the group,
- 5.1.4. Hold signing and financial authority,
- 5.1.5. Preside over meetings of the Executive Committee and/or members,
- 5.1.6. Ensure a transition of office from one year to the next.
- 5.1.7. Ensure activities of the club comply with the policies of the University of Toronto,
- 5.1.8. Coordinate organisational recruitment efforts.

5.2. The Secretary shall:

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Maintain a list of group members,
- 5.2.3. Maintain the group email and member contact list,
- 5.2.4. Record notes and motions for meetings,
- 5.2.5. Notify all members of general meetings.

5.3. The Principal Investigators (PI) shall:

- 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Research various topics related to Dementia and draft texts for the club's social media posts,
- 5.3.3. Review post drafts written by other team members and suggest edits and improvements,

5.4. The Graphic Designers shall:

- 5.4.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.4.2. Make graphic designs for the informative social media posts written by the principal investigators,
- 5.4.3. Design posts for upcoming events, deadlines and meetings,

5.5. The Video Narrator

- 5.5.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.5.2. Narrate informative videos to be posted across the social media platforms of the club.

5.6. The Video Editor

- 5.6.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.6.2. Compose and edit short informative videos to be posted across the social media platforms of the club.

5.7 Event Coordinator

- 5.7.1. Be eligible to cast votes at meetings of the Executive Committee,

5.7.2 Plan and coordinate all club events in collaboration with members of the executive committee. Oversee coordination of volunteers and resources for events.

5.7.3 Develop and distribute monthly newsletters to general members, highlighting club updates, upcoming events, and volunteer opportunities.

6. Article Six – Elections

- 6.1. All voting positions on the Executive Committee shall be filled through an annual election.
- 6.2. All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.
- 6.3. All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.
- 6.4. Non-voting group members shall not be eligible to cast a ballot for any elected position.
- 6.5. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
- 6.6. On the condition that multiple candidates are to be elected for a single position, the nominees winning the largest share of the votes cast shall be deemed the winners until all positions are filled.
- 6.7. The elections must be held in a nonbiased manner. No individual who is seeking election may participate in planning or administering the election.
- 6.8. For all unfilled positions, the remaining officers will share the duties and responsibilities until someone can be found to fulfill the positions(s) through a by-election and vote of simple majority (50% + 1).

7. Article Seven – Finances

- 7.1. The Co-Presidents shall keep an active record of income and expenses.
- 7.2. The Co-Presidents shall present the group's updates on the group's financial position at annual general meetings.
- 7.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 7.4. The group may not engage in activities that are essentially commercial in nature.

- 7.5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organisation.
- 7.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 7.7. The group will not pay salaries to any of its officers.

8. Article Eight – Meetings

- 8.1. The Executive Committee shall meet monthly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
- 8.2. The group shall hold general meetings at least twice per year to provide the general membership with an opportunity to review the group's annual activity plan, and financial health, and propose or vote on constitutional amendments.
- 8.3. The Executive Committee must announce the date of a general meeting to the general membership at least two (2) weeks prior to the date of the meeting.

9. Article Nine - Termination of Membership

- 9.1. The executive committee may revoke the membership of 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.
- 9.2. Revoking of a membership must be held at a meeting of the Executive Committee.
- 9.3. Agreement from both Co-Presidents is required to approve any motion to revoke membership.
- 9.4. Any member facing removal shall have the right to appeal the decision of the Co-Presidents to the rest of the Executive Committee.
- 9.5. In the case of an appeal, a simple majority vote at a meeting of the Executive Committee shall be required to sustain the revocation of membership.
- 9.6. Following termination of membership, the member will be removed from the club's membership and will lose any privileges associated with being a member of the club.
- 9.7. Executive Committee members are subject to the same termination of the membership process as general members.

10. Article Ten – Amendments

- 10.1. All voting members may propose and vote on amendments to the constitution, in which case, a majority vote at a general meeting is required.
- 10.2. All constitutional amendments shall require a 2/3 majority vote to be passed at an Executive committee meeting following a majority vote at a general meeting.
- 10.3. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks.
- 10.4. Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.