

## **Constitution of the Varsity Mock Trial Undergraduate Student Team 2023-2024**

### **ARTICLE ONE – *Name and Purpose***

- 1.1** The official name of the recognized student group is “Varsity Mock Trial Undergraduate Student Team”.
- 1.2** The official acronym of the group is “VMT” and/or “UofT Varsity Mock Trial”.
- 1.3** The purpose, objective, mission, and/or mandate of the organization is to provide a comprehensive, diverse, and law-focused learning experience that fosters a healthy, competitive team environment in Canadian, U.K., and U.S. mock trial (AMTA).
- 1.4** The “executive” shall henceforth be referencing the three later outlined positions of Managing Partners (2) and Senior Partner (1).

### **ARTICLE TWO – *Membership***

- 2.1** The group shall maintain a list of group members.
- 2.2** Membership is open to all currently registered students of the University of Toronto.
- 2.3** All VMT graduated alumni are permitted to serve as VMT coaches except in the circumstance of a  $\frac{2}{3}$  executive vote in opposition. Note attorney judges can be brought to provide team feedback, but will not serve as a “coach” in order to maintain the student-led nature of Varsity Mock Trial.

### **ARTICLE THREE – *Rights of Members***

- 3.1** All members have a right to attend and cast votes at all general meetings.
- 3.2** All members have a right to stand for election unless otherwise stated in this document.
- 3.3** All members have a right to propose and vote on amendments to this constitution.
- 3.4** All members have a right to receive and review any draft constitution created by the Executive at least 7 (seven) days in advance of its submission for a confirmatory vote by the general membership.
- 3.5** Prior to any vote confirming a new constitution, all members have a right to participate in an open caucus for deliberation surrounding the presented draft constitution.

The Executive is responsible for proactively inviting and accommodating this open forum.

This caucus shall initially last for a maximum of 15 (fifteen) minutes. After the caucus timer elapses, the membership may elect by majority vote to extend the caucus by increments of 15 (fifteen) minutes, and nothing precludes the right of the membership to further extend an already extended caucus.

The membership may, at any point during the deliberative process, elect by majority vote to exhaust deliberations and enter voting procedure.

## **ARTICLE FOUR - *The Executive***

- 4.1** The term for all positions on the Executive shall be from May 1st to April 29th of the subsequent academic year.
- (a) April 30th will be a “transitional day” where all relevant documents and information must be given to the new executive, if applicable.
- 4.2** All who fall under the purview of the Executive shall maintain one (1) equal vote in all matters for a total of three (3) votes.

## **ARTICLE FIVE - *Executive Composition and Duties*<sup>1</sup>**

### **5.1 The Executive shall have the joint responsibilities of the following:**

- (a) Handling internal and external disputes within the team
- (b) Ensuring activities of the club comply with policies of the University of Toronto
- (c) Co-Drafting the VMT Constitution
- (d) Attending weekly executive meetings
- (e) Supervising tryouts

#### **5.1.1 Internal Managing Partner responsibilities are as follows:**

- (a) Lead Team Captain
  - Primary officer in charge of case preparation, teaching members, and dealing with all practice logistics.
  - Organizing, managing, leading, and communicating all practices and competitions.
  - Ensure all members of the team are fulfilling their necessary obligations and completing all necessary work.
  - Attending captain’s meetings at competitions.
- (b) Serve as Finance Director
- (c) Plan travel logistics (scrimmages + regionals)
- (d) Serves as the In-House Tournament Co-Director
- (e) Assist Senior partner in maintaining social media

#### **5.1.2 External Managing Partner responsibilities are as follows:**

- (a) Assistant Team Captain
- (b) Varsity Bowl Tournament Director (if applicable)
- (c) In-House Tournament Co-Director
- (d) External communications, including with the University of Toronto, AMTA, other teams, coaches, sponsors, etc.
- (e) Complete UofT administrative paperwork

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<sup>1</sup> The following outlined responsibilities are not exhaustive, but provide a overview of the primary duties of the Executive

**5.2 The Senior Partner shall have the following responsibilities:**

- (a) Creating and maintaining all social media accounts.
- (b) Designing merchandise; a  $\frac{2}{3}$  vote approval by the executive is required.
- (c) Managing contact information of all members.
- (d) Handling all accessibility needs of members.
- (e) Communicating all pertinent information with members.
- (f) Leading fundraising efforts and sponsorship relations.
- (g) Developing and updating the organization's website.
- (h) Organizing travel logistics for scrimmages and regional competitions.

**ARTICLE SIX – Elections**

- 6.1 All voting positions on the Executive shall be filled through an annual election at the end of each academic year.
- 6.2 All currently enrolled University of Toronto students shall be eligible to vote or run for executive nominees for the upcoming academic year.
- 6.3 An individual can only be prohibited from running for the VMT executive if they have been removed from the team due to violations outlined in Article 9 or they are not a currently enrolled UofT undergraduate student
- 6.4 The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
  - (a) The elections must be held in an unbiased manner. No individual who is seeking an election may participate in planning or administering the election.
- 6.5 Should an executive board member be unable or unwilling to continue in their position, existing members will be “promoted” as such:
  - (a) If the Internal Managing Partner can no longer continue, the External Managing Partner assumes their position and the Senior Partner assumes the External Managing Partner position. An election in accordance with the above regulations will be held to determine a new Senior Partner.
  - (b) If the External Managing Partner can no longer continue, the Senior Partner assumes their position. An election in accordance with the above regulations will be held to determine a new Senior Partner.
  - (c) If the Senior Partner can no longer continue, an election with the above regulations will be held to determine a new Senior Partner.

**ARTICLE SEVEN – Finances**

- 7.1 The following executive partners have financial authority over bank matters: Internal Managing Partner and External Managing Partner (Co-Signer).
- 7.2 The Executive must approve all expenditures over \$100.00 through a majority

vote at a meeting of the Executive.

**7.3** The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.

**7.4** The group will not pay salaries to any of its officers.

#### **ARTICLE EIGHT – *Meetings***

**8.1** The Executive shall meet weekly . The quorum for our three-member executive meetings shall be  $\frac{2}{3}$  of the voting members of the Executive.

**8.2** The executive can propose constitutional amendments as an on-need basis. If any general member has a proposed constitutional amendment, they can bring it forth on an as-need basis to the executive who will then call a general meeting.

#### **ARTICLE NINE - *Termination of Membership***

**9.1** The Executive may revoke the membership of any member who commits an act that negatively affects the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest or a failure to behave appropriately in meetings or interactions with other members

**9.2** A vote to revoke membership must be held at a meeting of the Executive.

**9.3** A  $\frac{2}{3}$  majority of the Executive 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 Executive to the general membership.

**9.5** In the case of an appeal, a super majority ( $\frac{2}{3}$ ) vote at a meeting of the general membership shall be required to overturn 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 members are subject to the same termination of membership process as general members.

#### **ARTICLE TEN – *Amendments***

**10.1** All voting members may propose and vote on amendments to the constitution.

**10.2** All constitutional amendments shall require a majority vote to be passed.

**10.3** The Executive shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto.

**10.4** Amendments to the constitution shall take effect once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto.