

Constitution of “UTM Fight for Hope”

1. Name

The official name of this recognized campus group is “UTM Fight for Hope”

The acronym or abbreviation of this group is: UTMFFH

2. Purpose and Objectives

The purpose, objectives, mission and/or mandate of organization is outlined here:

The goal of "Fight for Hope" is to raise awareness of a variety of illnesses, both known and unknown, including cancer, diabetes, cystic fibrosis, hepatitis A/B, and many others. In order to improve public knowledge, we aim to fight health care misinformation. To enhance the social lives of students, we want to plan entertaining fundraising activities. Most importantly, our goal is to raise money to support charitable organizations that fight against these diseases.

We aim to achieve this through fundraising events, such as bake sales, movie nights, exam de-stressor workshops, game nights, etc. Furthermore, we will also host informational sessions where we educate students on a specific disease. To promote these events and sessions, we will outreach through tabling, posters, and social media, specifically our instagram.

3. Membership

Membership to the group is open to all the University of Toronto members (students, staff, faculty and alumni).

U of T members are permitted to run, nominate, and vote in elections and constitutional amendments. The group is open to non-U of T members. However, these members do not hold the aforementioned rights. 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 Mississauga Students' Union (UTMSU), the group must maintain a minimum of 30 members, a total of 51% of membership are UTMSU members. The group

must also maintain recognition from the Centre for Student Engagement. These requirements are subject to change and should be checked with UTMSU annually to ensure qualifications are met.

4. Executive List and Duties

The executive committee shall be composed of five (5) elected officers. These include a [President, Vice President, Communications executive, Events executive, Finance executive].

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 Vice president.
- Preside over executive meetings as well as general meetings.
- Ensure transition of office to the future Executives
- Ensure suggestions, concerns, opinions are voiced and ensure equal opportunities are given to all members.
- Plan and budget events for the year along with Vice president

The Vice-President shall:

- Oversee various operations and ensure success of the group.
- Hold signing officer authority along with the President.
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Be the initial point of contact for executives and bring their suggestions, concerns, flow of events, updates to the president to discuss and implement if needed
- Plan and budget events for the year along with President

Marketing Executive shall:

- Reach out to possible sponsors for events.
- Reach out for possible collaborations with other clubs through emails.
- Manage social media accounts.
- Marketing our events through posters, instagram posts, and stories, etc.
- Oversee the outreach coordinator's operations and provide assistance when needed.

Events Executive shall:

- Organize events with the event coordinators and oversee their operations.
- Plan ahead and book spaces for events while collaborating with the finance executive to ensure everything is under budget.
- Ensure that the event is running smoothly.

Finance Executive shall:

- Record all financial transactions of the group.

- 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.
- Ensure the donation process is fulfilled after every event.

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

5. 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 must have the right to an appeal before the general membership, and the majority vote of the general membership will have the final say on the matter.

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.

6. Hiring

The executive committee shall strike the Elections Committee and appoint one (1) Senior Election Officer (SEO) from the general members of the committee to conduct and hold elections in March. All members of the Elections Committee shall be unbiased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.

The SEO Election 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 March. 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 SEO shall select three (3) election dates before March 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 SEO shall provide each U of T member with an online ballot on the voting dates and ask the member to submit their ballot through the google form.

In preparation for a tie, the SEO 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 SEO shall count the ballots. The candidate with the most votes shall be elected to the position. The SEO 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.

Only U of T members who have paid any applicable membership fees and have been a member in good standing for 30 days prior to election dates are eligible for voting.

The term of executive positions shall be from May 1st to April 30th of the following year.

7. Finances

The Finance Executive shall keep records of all income and expenses. The signing officers 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.

8. Meetings

A) Annual General Meeting:

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 on a mutual agreement. The quorum of executive meetings shall be 50%+1 of executives.

9. 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. Centre for Student Engagement, The University of Toronto Mississauga Students' Union, etc) within two (2) weeks of its approval by general members.