

Constitution of “U of T Forensic Science Club”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “U of T Forensic Science Club”
- 1.2. The official acronym or abbreviation of the group is “UTFSC”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to build a platform for forensic science knowledge sharing.

2. Article Two – Membership

- 2.1. The group shall maintain a list of group members.
- 2.2. Voting membership is open only to registered students of the University of Toronto.
- 2.3. Apart from the initial members, individuals must do at least one presentation to be considered as voting members.
- 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 members have a right to attend all general meetings of members.
- 3.2. All 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 elections and referenda.

4. Article Four - Executive Committee

- 4.1. The term for all positions on the Executive Committee shall be from May 1st to April 30th.
- 4.2. All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.3. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 4.4. No person may serve as a financial authority or signing authority for the group if they are currently serving as a financial authority or signing authority for another recognized student group at the University of Toronto.

5. Article Five - Executive Committee Composition and Duties

5.1. The President 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 spokesperson for the group,

- 5.1.4. Hold signing and financial authority,
- 5.1.5. Host or attend more than 2/3 of the club's activities,
- 5.1.6. Preside over meetings of the Executive Committee and/or members,
- 5.1.7. Maintain a budget of income and expenses.

5.2. The Vice-president shall:

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Assume duties of the President in their absence,
- 5.2.3. Host or attend more than 1/3 of the club's activities,
- 5.2.4. Coordinate organizational recruitment efforts.

5.3. The Outreach Director shall:

- 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Maintain and update all activities on the group website and social media account
- 5.3.3. Record notes and motions for meetings,
- 5.3.4. Notify all members of general meetings.

5.4. The Event coordinator shall:

- 5.4.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.4.2. Facilitate the successful hosting of events and activities,
- 5.4.3. Maintain a budget of income and expenses with the President.

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.

7. Article Seven – Finances

- 7.1. The President shall keep an active record of income and expenses.
- 7.2. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 7.3. The group may not engage in activities that are essentially commercial in nature.
- 7.4. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- 7.5. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 7.6. The group will not pay salaries to any of its officers.

8. Article Eight – Meetings

- 8.1. The Executive Committee shall meet every two months. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
- 8.2. The group shall provide annual activity plan to members.
- 8.3. The Executive Committee must announce the date of a general meeting to the general membership at least one 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. A vote to revoke membership must be held at a meeting of the Executive Committee.
- 9.3. A majority of the Executive Committee is required to approve any motion to revoke membership.
- 9.4. Following a 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.
- 9.5. Executive Committee members are subject to the same termination of membership process as general members.

10. Article Ten – Amendments

- 10.1. All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.
- 10.2. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within one month.
- 10.3. 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.