

Constitution of “University of Toronto Mock Trial Club”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “University of Toronto Mock Trial Club”
- 1.2. The official acronym or abbreviation of the group is “UofT Mock”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to create a space for competitive mock trial on an international stage while ensuring the growth of mock trial on the UofT campus. The group is dedicated to mock trial at the highest level, while working to build a system of trial advocacy education which is sustainable and effective.
- 1.4. The groups is a continuation of the University of Toronto Pre-Law Students Association’s competitive mock trial portfolios. The group shall assume the history of those portfolios.

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 \$15 per year.
- 2.6. Competitive members may be asked to pay further fees as part of competition registration and travel.

3. Article Three – Rights of Members

- 3.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.
- 3.2. There shall be two classes of members, voting members and competitive members.
- 3.3. All competitive members shall also be considered voting members.
- 3.4. All voting members have a right to attend all general meetings of members.
- 3.5. All voting members have a right to cast votes at all general meetings of members.
- 3.6. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.7. All voting members have a right to cast votes in all group elections and referenda.
- 3.8. All voting members have a right to propose and vote on amendments to this constitution.
- 3.9. Competitive members shall be selected by tryout as described in section 7.10
- 3.10. 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 May 1st to April 30th.
 - 4.1.1. In the first year of the group's operation the Executive Committee shall serve from the date of the club's formation until April 30th of the following year.
- 4.2. The Executive Committee shall be comprised of Eight (8) voting members.
- 4.3. The Executive Committee shall be comprised of the: President, Vice-President, Canadian and American Logistics Directors, Communications Director, and Events Directors.
- 4.4. All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.5. Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.6. The maximum amount of non-voting positions on the Executive Committee shall be one (1) position or ten per cent (10%) of the positions on the Executive Committee, whichever is greatest.
- 4.7. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 4.8. 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.
- 4.9. The role of the Executive Committee is to assist the Team Captains of the competitive branches with the operation of the competitive teams.

5. Article Five - Executive Committee Composition and Duties

5.1. The Two (2) 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 spokesperson for the group,
- 5.1.4. Hold signing and financial authority along with the Logistics Directors,
- 5.1.5. Preside over meetings of the Executive Committee and/or members,
- 5.1.6. Seek out sponsors for the group,
- 5.1.7. Ensure a transition of office from one year to the next,
- 5.1.8. Ensure activities of the club comply with policies of the University of Toronto,
- 5.1.9. Coordinate organizational recruitment efforts,
- 5.1.10. Maintain a list of group members,
- 5.1.11. Record notes and motions for meetings,
- 5.1.12. Notify all members of general meetings,
- 5.1.13. Coordinate with the University of Toronto Pre-Law Students' Association to maintain any agreed upon relationship,
- 5.1.14. Have one (1) represent and communicate with the Canadian branch,
- 5.1.15. Have one (1) represent and communicate with the American branch.

5.2. The Two (2) Logistics Directors shall:

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Record all financial transactions of the group,
- 5.2.3. Hold signing and financial authority along with the Co-Presidents,
- 5.2.4. Maintain a budget of income and expenses,

- 5.2.5. Advise members on financial position of the group,
 - 5.2.6. Prepare an annual budget for the group,
 - 5.2.7. Manage the travel of their respective competitive branch,
 - 5.2.8. Assist in finding sponsors for the group,
 - 5.2.9. Have one (1) represent and communicate with the Canadian branch,
 - 5.2.10. Have one (1) represent and communicate with the American branch.
- 5.3. The Two (2) Communications Directors shall:**
- 5.3.1. Be eligible to cast votes in meetings of the executive,
 - 5.3.2. Ensure transparent communication of all group events and activities with the membership,
 - 5.3.3. Work with the executive to create the annual sponsorship package,
 - 5.3.4. Maintain the group website and member contact list,
 - 5.3.5. Each run their respective branches' social media,
 - 5.3.6. Collaborate to run the group website,
 - 5.3.7. Work to maintain a social relationship with the University of Toronto Pre-Law Students' Association
 - 5.3.8. Have one (1) represent and communicate with the Canadian branch,
 - 5.3.9. Have one (1) represent and communicate with the American branch.
- 5.4. The Events Director shall:**
- 5.4.1. Be eligible to cast votes in meetings of the executive,
 - 5.4.2. Host regular events to maintain the educational mission of the group,
 - 5.4.3. Work with sponsors to host events in line with their educational missions,
 - 5.4.4. When needed assist in hosting competitions on the UofT campus,
 - 5.4.5. Optionally may hire Events interns to support their efforts.
- 5.5. The Director of Equality shall:**
- 5.5.1. Be a non-voting member of the executive,
 - 5.5.2. Complete UofT courses in equity training,
 - 5.5.3. Work to improve equity, diversity, and inclusion within the group.

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 – Competitive Branches

- 7.1. The group shall have two competitive branches being the Canadian and American Mock Trial branches.
- 7.2. Each branch shall be managed by two (2) Team Captains.
- 7.3. Team Captains shall serve the same terms as the Executive Committee as stated in 4.1 and 4.1.1
- 7.4. Team Captains shall be hired by the outgoing Team Captains of the respective branch by the completion of the Executive Committee elections.
 - 7.4.1. Only current competitive team members who have competed in two (2) competitive seasons will be eligible for selection.
 - 7.4.1.1. If insufficient candidates are found, all current competitive members with at least one (1) year experience will be eligible.
 - 7.4.2. All candidates who meet the eligibility criteria will be placed in an election in which all current competitive members of the respective branches are eligible voters.
 - 7.4.3. The candidates who receive the most votes shall be the Team Captains for the following year.
 - 7.4.4. Unless in extenuating circumstances, no person may hold a Team Captain position in both branches.
- 7.5. The Team Captains of a respective branch shall have total control over the activities of their respective branch.
 - 7.5.1. This shall include, but is not limited to, control of practices, competitions, travel, tryouts.
 - 7.5.2. These activities are to be considered outside the preview of the Executive Committee.
- 7.6. Team Captains shall be given an automatic position on the competitive team if they elect to compete.
- 7.7. Team Captains shall be responsible for ensuring their teams are in compliance with competition rules.
- 7.8. Team Captains shall have the right to be present at, and speak at, all meetings of the Executive Committee.
- 7.9. Team Captains should work with the Executive Committee to create the annual budget and sponsorship material.
- 7.10. Team Captains shall be responsible for hosting annual competitive tryouts to form their respective teams.
 - 7.10.1. The process of their tryouts is determined by the respective Team Captains and shall be released to the public at least 3 weeks prior to the beginning of tryouts.

8. Article Eight – Finances

- 8.1. The Treasurers shall keep an active record of income and expenses.

- 8.2. The Treasurers shall present the group's updates on the group's financial position at annual general meetings.
- 8.3. The Executive Committee must approve all expenditures over \$100.00 through a majority vote at a meeting of the Executive Committee.
- 8.4. The group may not engage in activities that are essentially commercial in nature.
- 8.5. The group will not have as a major activity a function that makes it an on-campus chapter of a commercial organization.
- 8.6. The group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- 8.7. The group will not pay salaries to any of its officers.
- 8.8. The Team Captains of each competitive branch shall be consulted before any branch-specific financial decisions are made.
- 8.9. The Executive Committee shall make every effort to get as much grant and sponsorship funding as possible.
- 8.10. Finances for the group shall be divided as evenly as possible, only become unequal if one branch meets its agreed financial need.
- 8.11. The Co-Presidents shall meet with the University of Toronto Pre-Law Students' Association between May and August of each year to determine the amount and details of a financial sponsorship.

9. Article Nine – Meetings

- 9.1. The Executive Committee shall meet monthly. The quorum for Executive Committee meetings shall be 50%+1 of the voting members of the Executive Committee.
- 9.2. The group shall hold general meetings at least twice per year to provide the general membership an opportunity to review the group's annual activity plan, financial health, and propose or vote on constitutional amendments.
- 9.3. 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.

10. Article Ten - Termination of Membership

- 10.1. 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.
- 10.2. A vote to revoke membership must be held at a meeting of the Executive Committee.
- 10.3. A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.
- 10.4. Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.
- 10.5. In the case of an appeal, a simple majority vote at a meeting of the general membership shall be required to sustain the revocation of membership.
- 10.6. 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.

- 10.7. Executive Committee members are subject to the same termination of membership process as general members.
- 10.8. If a member of the Executive Committee misses three (3) consecutive meetings, without valid excuse, the Executive Committee is entitled to remove them in accordance with sections 10.2–10.7.

11. Article Eleven – Amendments

- 11.1. All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.
- 11.2. All voting members may propose and vote on amendments to the constitution.
- 11.3. 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.
- 11.4. 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.