

Constitution of “MedConnect”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “MedConnect.”
- 1.2. The official acronym or abbreviation of the group is “MC.”
- 1.3. The purpose, objectives, mission, and mandate of the organization are to invite opportunity and clarity to all students in Medicine at UofT or those deciding to join it. We understand that many students are easily discouraged from this path simply because there seems to be only one set path to follow to enter medical school, forgetting the entire purpose of University: OPPORTUNITY. The club is here to provide information regarding the MCAT, medical school requirements, and other educational pathways so everyone can understand and look for them. We not only provide info for the future, but we can also provide and sponsor other medical-related opportunities, such as bringing more attention to other courses, research opportunities, where to look for opportunities, and even offer a guideline on how to use the University to its max potential, after all, University is an investment in yourself. This club will not only do that but also inspire others to follow their passion by bringing forth researchers, professors, and other fellow students to explain their stories. We believe that by sharing these stories, we can inspire others to pursue their passion in the medical or research field, and we will also bring people outside of the University to bring voice to jobs in the medical field or research field that is not brought to light often.
- 1.4. The club will enhance the educational, recreational, social, or cultural environment of the University of Toronto by advertising and promoting UofT-related opportunities. We will bring forth the voices of those who have graduated from UofT through recorded videos, interviews, and panel discussions. These first-hand accounts will provide valuable insights and advice to enlighten young minds and inspire them in their academic and professional journeys.
- 1.5. MedConnect fundamentally serves a non-profit function within the University of Toronto. Our commitment is to our mission and to providing opportunities and information to students, not on making a profit. We are here for you, and our focus is on your well-being and growth.
- 1.6. MedConnect operates as an independent entity within the University of Toronto community. While we are independent, we are also committed to upholding the values and policies of the University. Our independence allows us to focus on our mission and serve our members to the best of our ability, while our commitment to the University's values and policies ensures that we do so in a responsible and trustworthy manner.

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.
- 2.6. Each member has the responsibility to support the purpose of the organization, uphold the values of the organization, contribute constructively to the activities offered by the organization, attend general meetings, abide by the constitution and subsequent official organizational documents, respect the rights of peers and fellow members, abide by University of Toronto policies, procedures, and guidelines, and abide by the Laws of the Land, including but not limited to the Criminal Code of Canada.

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 elections and referenda.
- 3.5. All voting members have the right to propose and vote on amendments to this constitution, empowering them to shape the organization's future.
- 3.6. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.
- 3.7. Members have the right to participate and vote in group elections and meetings, the right to communicate and to discuss and explore all ideas, the right to organize/engage in activities/events that are reasonable and lawful, the right to freedom from discrimination on the basis of sex, race, religion, or sexual orientation, the right to be free from censorship, control, or interference by the University on the basis of the organization's philosophy, beliefs, interests or opinions unless and until these lead to activities which are illegal or which infringe on the rights and freedoms already mentioned above, and the right to distribute on campus, in a responsible way, published material provided that it is not unlawful.
- 3.8. MedConnect values and respects its members' personal information. We always secure this information and will not supply names or other confidential information to third parties, ensuring the members' privacy and security is our top priority.
- 3.9. Members have the right to leave the club whenever they want as long as a 10-day notice of leave is given to the President and Vice President.

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. The Executive Committee shall be comprised of 7 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 one (1) position 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.
- 4.7. 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.
- 4.8. The Executive may appoint Directors or Coordinators for various committees who do not hold executive decision-making authority and are not eligible to cast votes at meetings of the Executive Committee.

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. 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. Approve of what is posted on social media and all the final product media post.

5.2. The Vice-President shall:

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Assume the duties of the President in their absence,
- 5.2.3. Ensure activities of the club comply with the policies at the University of Toronto,
- 5.2.4. Coordinate organizational recruitment efforts.

5.3. The Secretary shall:

- 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Maintain a list of group members,
- 5.3.3. Maintain the group website and member contact list,
- 5.3.4. Record notes and motions for meetings,
- 5.3.5. Notify all members of general meetings.

5.4. The Campus Representatives (3 individuals, one from each campus) shall:

- 5.4.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.4.2. Find the latest news on research and opportunities every 1-2 weeks at the specific campus they represent and provide a message approved by the President to post on the club's social media to notify others where to access these opportunities and learn what exciting new research is brought up.

5.5. The Interviewers (3 individuals, one from each campus) shall:

- 5.5.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.5.2. Find individuals within UofT to share their experience in what they do and ask for approval to interview from President and Vice President,
- 5.5.3. Once approved a 1-10 min video is expected to be completed and sent to the President and Vice President for review.

5.6. The Video Editor Shall:

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

- 5.6.2. Edit videos sent from the President and Vice President and input the edits requested by them, and then send to the President and Vice President for final approval,
- 5.6.3. Can make their own changes but must notify the President and vice president and require approval.
- 5.7. **The Creative Director shall:**
 - 5.7.1. Be eligible to cast votes at meetings of the Executive Committee,
 - 5.7.2. Design template backgrounds and use text approved by the President for website design and social media posts.

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. Candidates have to be members in good standing and be part of the group for at least one month prior to the nomination period.
- 6.6. The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.
- 6.7. 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.
- 6.8. The executive committee shall strike the Elections Committee and appoint one (1) Senior Election Officer (SEO) from the general members on the committee to conduct and hold elections in March. All members of the Elections Committee shall be non-biased in the results of the election and shall be required to disclose any and all conflicts of interest in the election.
- 6.9. The elections must be held in a nonbiased manner. No individual who is seeking election may participate in planning or administering the election.
- 6.10. 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)
- 6.11. The SEO shall select the election date before March 30th for the voting period. This date will be announced at least two (2) weeks before the election.
- 6.12. Voting will take place online.
- 6.13. 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.
- 6.14. 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.

6.15. Only U of T members who have been a member in good standing for 30 days prior to election dates are eligible for voting.

7. Article Seven – Finances – NOT APPLICABLE IN THIS CLUB DUE TO IT BEING A FUND FREE CLUB (NOTHING TO FINANCE)

7.1. The Treasurer shall keep an active record of income and expenses.

7.2. The Treasurer 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 organization.

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 an opportunity to review the group's annual activity plan, 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. A vote to revoke membership must be held at a meeting of the Executive Committee.

9.3. A two-thirds majority of the Executive Committee 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 Committee to the general membership.

9.5. 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.

9.6. 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.

9.7. 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. All voting members may propose and vote on amendments to the constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.
- 10.3. The Executive Committee shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto and respective University offices 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.