



UTM Fight for Hope - 2024-2025 Constitution

1. Name

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

The acronym or abbreviation of this group is: UTM FFH.

2. Purpose and Objectives

The purpose of Fight for Hope:

- To raise awareness of a variety of illnesses, both known and unknown, including cancer, diabetes, cystic fibrosis, hepatitis A/B, and many others.
- To improve public knowledge by aiming to fight health care misinformation
- To enhance the social lives of students by planning entertaining fundraising activities
- To raise money to support charitable organizations that fight against these diseases

3. Membership

- Membership to the group is open to all registered students at University of Toronto members.
- Members are permitted to run, nominate, and vote in elections and constitutional amendments.
- Members must behave appropriately and professionally. This includes treating other members with respect, dignity and kindness, refraining from displaying behaviour that may be considered harassment or unethical, being punctual, and keeping all club related matters confidential.
- The membership fee will be \$0 per year.
- Members must show active participation in all club related activities.
- All members must abide by the constitution throughout the entire time they are part of the club.

4. Executive List and Duties

The executive committee shall be composed of five (5) elected officers. These include [2 Co-Presidents, 2 VP Internals, 1 VP External, 2 Events Directors, 1 Finance Director, 1 Marketing Director].

The Co-Presidents 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.
- Additional responsibilities may include:
 - Plan and budget events for the year

The VP Internal shall:

- Book rooms on campus
- Recruitment of volunteers and general members
- Ensure the club's activities meet proper rules and regulations
- Keep track of club documentations
- Help with CCR recognition process

The VP External shall:

- Build relationships with other clubs and organizations
- Look for funding and sponsorships opportunities
- Responsible for club correspondences like emails
- Respond to messages on social media

The Events Director shall:

- Plan, organize and develop events
- Coordinate logistics for events
- Assign responsibilities and tasks to events associates
- Make proposals for events

The Finance Director shall:

- Responsible for yearly budgets
- Ensure all costs and planning for events fall under the budget
- Keep a record of all monetary transactions
- Submit financial statements and audits
- Apply for financial grants

The Marketing Director shall:

- Design posters, advertisements, sponsorship packages, and other necessary materials
- Keep up to date on social media
- Maintain and increase social engagement online

The group may appoint 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 whose actions are found to violate UTM FFH's values and expectations as outlined in this charter, they will enter a 3-strike reflection process.
 - *First Strike:* A reflection meeting will be set with the Presidents of the club. The member up for removal shall have the right to defend their actions.
 - *Second Strike:* A second reflection meeting will be set with the Presidents of the club, aiming toward an active solution to the problem.
 - *Third Strike:* If no solution is found to the problem, then termination is the necessary decision, upon the discretion of the Presidents, and a two-thirds majority vote of the current executive team in favor of the termination. The member will be informed of the termination and an official letter of termination will be provided.

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 a paper ballot on the voting dates and ask the member to place their ballot in an enclosed box.
- 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.
- Terms of executive positions shall be from May 1st to April 30th.

7. Finances

- The Finance Director shall keep records of all income and expenses. They shall present the group's financial health at the annual general meetings. The executive members 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

- Bi-Weekly Executive Meetings:
 - The executive committee will meet bi-weekly, with the dates and times determined by a collective poll to accommodate everyone's schedules. These meetings will outline individual responsibilities and ensure everyone is on the same page.

9. Amendments

- Any registered U of T members may propose and vote on amendments to this constitution. The executive team will administer the process of having amendments discussed at general meetings.
- Constitutional amendments shall require a 2/3 majority to be passed at one of the biweekly executive meetings by registered U of T members in attendance.
- The executive team 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.