

UTM Miscarriages of Justice Club (UTMMJ) Constitution

Article I: Club Name

The official name of this recognized campus group is “UTM Miscarriages of Justice” The acronym or abbreviation of this group is: UTMMJ

Article II: Purpose

- A. The purpose of the club is to unite students passionate and interested in the awareness of injustices in the criminal justice system. An aim for the club is to highlight injustices by encouraging students and club members to critically analyze the wrongdoings of the criminal justice system and proceedings.
- B. In achieving this goal, the UTMMJ will partake in activities such as
 - a. Inviting speakers active in the miscarriages of justice community to give guest talks. Including but not limited to, legal professionals, the wrongly convicted, forensic practitioners and campaigners.
 - b. UTMMJ will also host charity fundraisers and exciting social events for like minded people to find close friends.
 - c. Lastly, the club will provide resources for students to learn more about miscarriages of justice and preventative measures.

Article III: Membership

- A. Membership shall be open to any student currently enrolled at the University of Toronto Mississauga in an undergraduate program. UTMMJ will not deny membership to any University of Toronto student based on race, religion, gender, academic inclination, age, and sexual orientation. UTMMJ will not require members to pay membership fees.
- B. Communication to members:
 - a. All members will have to provide their mail.utoronto.ca email addresses to the club when tabling is ongoing or contact the club and request their email to be added to the mailing list for that year.
 - b. UTMMJ will also use appropriate social media platforms to communicate with members.
- C. Voting:
 - a. All members of the UTMMJ will be eligible to vote in the club's spring

elections.

Article IV: Executives List

A. Executive Members

a. President

- i. Serve as the official representative and spokesperson of UTMMJ;
- ii. Responsible for the general management and supervision of the operations of UTMMJ;
- iii. Ensure communication between executive members;
- iv. Ensure executive members are completing their responsibilities and assignments whilst providing support to executive members in need;
- v. Manage the Society's emails and responding promptly when necessary; vi. Perform such other duties as ordinarily pertaining to this office.

b. Vice President

- i. Shall be responsible for internal communications;
- ii. Shall act as the Interim-President in the absence of the President;
- iii. Manage UTMMJ email account, updating and managing UTMMJ google drive, folders, and calendar;
- iv. Assist the Executive Council with duties;
- v. Organize and manage membership mailing list and member eligibility for spring elections;
- vi. Work with the President in upkeeping club documents;
- vii. Assist with the facilitation of events.

c. VP Graphics and Social Media (2)

- i. Responsible for creating marketing materials for the club;
- ii. Creating graphics and videos for UTMMJ to be distributed to and/or posted online regarding upcoming events and services;
- iii. Manage UTMMJ social media accounts, such as posting promotional information on social media pertaining to events and services as

well as responding to messages and comments;

- iv. Work with VP Events on creating graphics and marketing materials which covers pertinent details and is distributed to the public appropriately.

d. VP Outreach

- i. Create connections with other Academic Societies and Clubs at UTM;
- ii. Coordinate efforts and events, with the help of VP Events and President with other Clubs and Societies at UTM;
- iii. Work alongside the President in connecting with outside affiliations that may be interested in partaking in guest talks;
- iv. Assist in executing events and initiatives that include other clubs, societies, faculty members and guests.

e. VP Finance

- i. Responsible for handling financial resources and cash flow, maintain the UTMMJ bank account;
- ii. Maintain records of receipts, finances, and spending;
- iii. Design, develop and execute budgets in collaboration with the President and other executives for events and expenses;
- iv. Submit the bi-annual audit report to UTMSU;
- v. Keep an itemized account of all receipts and expenditures and make reports as directed;
- vi. Contributing to the planning and execution of all UTMMJ events from a financial standpoint.

f. VP Research (2)

- i. Responsible for researching recent events, trials, cases that may be in jeopardy of a miscarriage of justice;
- ii. Relaying research findings to the rest of the executive team during executive meetings;
- iii. Work with VP Events in creating events that are based on research findings;
- iv. Propose initiatives and events pertaining to recent events that may be at interest for UTMMJ.

g. VP Events (2)

- i. Responsible for attending, creating, and facilitating events;
- ii. Maintaining a file of the club's record with relevance to events;
- iii. Propose and take lead on planning, organizing and executing events;
- iv. Review all events and initiatives of the club to ensure appropriate standards of equity, diversity and diversity are met;
- v. Work alongside VP Research in creating time sensitive events and initiatives;
- vi. Collaborate with VP Outreach in regards to events with other Clubs, Societies, faculty members, or guest speakers.

h.VP Internal

- i. In charge of administration responsibilities
- ii. Manage internal communications between Associates, VP's, President, and Vice president,

i. Podcast Director(2)

- i. Creating interview questions for special guests
- ii. Recording, editing, and hosting monthly podcast specials on miscarriage of justice cases
- iii. Work with President and Vice President on monthly guest episodes
- iv. Create scripts for monthly case study episodes

B. Eligibility for Office

- a. Executive members must have successfully completed at least one full year of studies at UTM by the beginning of the fall semester of the applied term, and be a member of UTMMJ.

C. Term and Vacancy

- a. All executive members shall serve for one year and their term of office shall begin at the commencement of the summer semester. If any officer feels they cannot keep their position any longer, two (2) weeks' notice must be given to the President.
- b. If a vacancy occurs in the office of the President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

Article V: Meetings

A. Meetings will be held as follows:

- a. Executive meetings will be held bi-weekly beginning the fall semester of the office year. Meetings will be held online until in person activities resume.
- b. General meetings will be held at least twice each year, and will be open to all University of Toronto students. General meetings will promote events, raise issues, and talk upon goals, and accomplishments of the club.

Article VI: Elections

Clubs must follow set election dates and procedures, including the procedure of nomination, majority vote and eligibility of vote. Students may create additional positions in September particularly for first-year students in an effort to encourage first-year student involvement. If election procedures are deemed to be unfair by reasonable standards by the Clubs Committee, these results will be subject to a petition by a member and re-election will be held under the supervision of the UTMSU Campus Groups Coordinator. UTMMJ elections will be conducted by a Chief Returning Officer (CRO) who is an unbiased individual appointed by the executive.

Elections will be conducted in the month of March in accordance with the UTMSU elections period.

Article VII: Removal from office

Removal from office can occur after a member of the Constitution 6 University of Toronto Mississauga Students' Union Clubs Committee, ex. VP Campus Life, has issued two (2) verbal warnings and one (1) written warning. The warnings must clearly

state the problem(s) and the steps to be taken to resolve them. After such a warning, if failed to oblige, the executives can proceed to hold a vote within the executive team to remove the member from the office. The vote should be supervised by the UTMSU, and the results shall be verified by the Club's Committee. The results of the vote should be two-thirds of the executives in favour of removal. In addition to the above guidelines, the UTMSU reserves the right to intervene as a mediator due to their independence and objectivity in the matter. The VP Campus Life has the right to ensure the procedures were followed accordingly and to rectify the removal of office. Alternatively, an executive member may be removed from office by the club itself for failing to perform their duties as defined by the club constitution and by-laws, such removal will occur if, and only if, the following conditions are satisfied: A request is submitted to the VP Campus Life which should: Be signed by at least 30% of the Club membership or two-thirds (2/3) of the club executive membership Specify the alleged incidents of neglect of duty Upon receipt of the request, the council shall be required to hold a referendum within twenty (20) days. In case of a council member being removed from office, a by-election will be held if necessary, according to the election rules as previously described under "Elections Procedures".

Article VIII: Amendments to the Constitution

The constitution of a club must be subject to an amendment procedure that prevents arbitrary alterations to it. All amendments must be approved by UTMSU before they are formalized.