

Constitution of “Health Across Borders”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is “Health Across Borders”.
- 1.2. The official acronym or abbreviation of the group is “HAB”.
- 1.3. The Health Across Borders Club is a student organization dedicated to promoting health worldwide. Our mission is to spark conversation, discussion, and curiosity about the various determinants of health in diverse populations. Health Across Borders allows students to apply their worldview and knowledge to make an impact through case studies, panel discussions, and philanthropic endeavours. We provide networking opportunities for club members to allow growth and empowerment in health-related fields such as public health, health policy and biotechnology. Join us and make an impact on health worldwide!

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 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 may apply for a full refund of their membership fee within one (1) month of becoming members.
- 3.2. All voting members have a right to attend all general meetings of members.
- 3.3. All voting members have a right to cast votes at all general meetings of members.
- 3.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.5. All voting members have a right to cast votes in all group elections and referenda.
- 3.6. All voting members have a right to propose and vote on amendments to this constitution.
- 3.7. 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.

- 4.2. The Executive Committee shall be composed of seven 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.

5. Article Five - Executive Committee List 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 a spokesperson for the group.
- 5.1.4. Hold signing and financial authority along with the Vice President of Finance.
- 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. Attend executive meetings.

5.2 The Vice President of Operations 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 the activities of the club comply with the policies of the University of Toronto.
- 5.2.4. Coordinate organizational recruitment efforts.
- 5.2.5. Maintain the member contact list.
- 5.2.6. Notify all members of general meetings.
- 5.2.7. Record notes for meetings.
- 5.2.8. Attend executive meetings.

5.3. The Vice President of Finance and Director of Sponsorships shall:

- 5.3.1. Actively contact and find sponsors throughout the term.
- 5.3.2. Apply for grant opportunities.
- 5.3.3. Aid in planning fundraising events (e.g., raffles).

5.3.4. Hold signing officer authority along with the president for financial purposes.

5.3.6. Organize banking information and details while maintaining overall finances (budgets and reimbursements).

5.3.6. Attend executive meetings.

5.4. The Director of Outreach shall:

5.4.1. Form partnerships with organizations and individuals with shared values.

5.4.2. Spread awareness of events and missions through presentations and fundraising events.

5.4.3. Contact other University of Toronto student organizations on campus for collaboration.

5.4.4. Attend executive meetings.

5.5. Vice President of Communications shall:

5.5.1. Summarize scientific papers and articles on healthcare, public policies, and novel work ethics that reflect Health Across Borders' mission of health worldwide and create infographics of the content to upload to social media.

5.5.2. Post on social media platforms.

5.5.3. Maintain regular social media presence.

5.5.4. Be one of the sources of communication with interactors and organizations, on social media and email.

5.5.5. Communicate information about Health Across Borders' events throughout the year.

5.5.6. Implement strategies to increase interactions on all social media platforms.

5.3.7. Attend executive meetings.

5.6. Director of Events shall:

5.6.1. Develop, plan, and execute a variety of fundraisers as well as educational and social events in a manner consistent with Health Across Borders' objectives.

5.6.2. Carry out administrative tasks such as booking venues and recording the number of event attendees in an organized fashion.

5.6.3. Ensure a smooth planning process and execution of event schedules.

5.6.4. Work within a budget for events and manage spending accordingly.

5.6.5. Provide the president and the executive council with updates and feedback regarding each event's performance.

5.6.6. Promote donation links, raffles and events throughout the year alongside all other subgroups.

5.6.8. Attend executive meetings.

5.7. Additional Positions:

5.7.1. The group may appoint coordinators for the various committees: Finance & Sponsorships, Event Planning, and Communications, however, such positions do not hold executive decision-making authority.

5.7.2. Junior Representative and Senior Representative are additional positions that work to create connections with students in their respective groups of undergraduate students.

5.8. Coordinators shall:

5.8.1. Provide fundamental support in the planning, organizing, and execution of the initiatives undertaken by their subgroup.

5.8.2. Attend committee and general meetings and actively participate in discussion.

5.8.3. Help advertise and support all Health Across Borders efforts.

5.8.4. Contribute ideas to further the Health Across Borders mission and goals.

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 and cast a ballot for each voting position.

6.3. All non-voting group members shall be eligible to seek nominations 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 an unbiased manner. No individual who is seeking election may participate in planning or administering the election.

7. Article Seven – Finances

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

7.2. The President 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 bi-weekly. 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.

10.3. 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.

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.