

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 Co-Directors 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. Have one (1) represent and communicate with the Canadian branch,
- 5.1.14. 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. Have one (1) represent and communicate with the Canadian branch,
- 5.3.8. 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 Finance Director shall:

- 5.5.1. Be eligible to vote in meetings of the executive.
- 5.5.2. Maintain a record of the club's finances
- 5.5.3. Work with the Co-President to seek out sponsorship for the club
- 5.5.4. Coordinate with the Co-Presidents and Logistics Directors to arrange reimbursements for club expenses
- 5.5.5. Be a signatory on the club bank account

5.6. The Director of Equality shall:

- 5.6.1. Be a non-voting member of the executive,
- 5.6.2. Complete UofT courses in equity training,
- 5.6.3. 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) Co-Directors, the American Mock Trial Co-Directors and the Canadian Mock Trial Co-Directors.
- 7.3. Co-Directors shall be equivalent to Team Captains, carrying both logistical and competitive responsibilities.
- 7.4. Co-Directors shall serve the same terms as the Executive Committee as stated in 4.1 and 4.1.1
- 7.5. Co-Directors shall be elected by the outgoing competitive season team by the completion of the Executive Committee elections
 - 7.5.1. The Canadian and American Mock Trial teams shall have unique selection systems as described below.
 - 7.5.1.1. For the Canadian Mock Trial Team, Co-Directors shall be elected by a vote of the team membership.
 - 7.5.1.1.1. The voting membership will be defined prior to the election as anyone who is a current member of the Canadian Mock Trial Team.
 - 7.5.1.1.1.1. The list of eligible voters will be provided to the CRO at least 3 days prior to the beginning of voting.
 - 7.5.1.1.2. Any person who has been a member of the Canadian Mock Trial team for at least one (1) season shall be eligible to run for Co-Director
 - 7.5.1.1.3. To be elected, a candidate must receive a 2/3rds vote conducted by Single Transferable Vote
 - 7.5.1.1.4. If insufficient candidates receive a 2/3rds majority votes, the remaining positions shall be filled by the candidate(s) who received the next highest vote count(s).
 - 7.5.1.2. For the American Mock Trial Team, Co-Directors shall be selected by the outgoing Co-Directors.
 - 7.5.1.2.1. Any person who is a current member of the American Mock Trial Competitive team who has been a member for two (2) years and would be eligible for American Mock Trial Association (AMTA) competition in the following season is eligible to be selected.
 - 7.5.1.2.2. If there are insufficient eligible members, the requirement to be selected will be reduced to one (1) season as a member of the competitive team.

- 7.5.1.2.3. The outgoing Co-Directors shall have complete autonomy to select their replacements. Upon selection by the outgoing Co-Directors the selected candidates will assume their positions at the beginning of the next executive term.
- 7.5.1.2.4. In the event that a current Co-Director would like to continue as Co-Director and will be eligible to compete in AMTA competition in the following season, they shall be required to seek confirmation from the current American Mock Trial Team membership.
 - 7.5.1.2.4.1. The threshold for confirmation shall be a simple majority vote.
 - 7.5.1.2.4.2. A Co-Director wishing to seek re-election shall notify the CRO at least four (4) days prior to the beginning of the voting period.
 - 7.5.1.2.4.3. In the event a confirmation vote is required, the list of eligible voters shall be confirmed at least three (3) days prior to the start of voting.
 - 7.5.1.2.5. In the event that at least one (1) of the selected Co-Directors will not be competing on the “B Team,” the Co-Directors will select an official representative of from the “B Team” to have involvement in, but not control over, the teams organization and management
- 7.6. Unless in extenuating circumstances, no person may hold a Co-Director position in both branches.
- 7.7. The Co-Directors of a respective branch shall have total control over the activities of their respective branch.
 - 7.7.1. This shall include, but is not limited to, control of practices, competitions, travel, tryouts.
 - 7.7.2. These activities are to be considered outside the preview of the Executive Committee.
- 7.8. Co-Directors shall be given an automatic position on the competitive team if they elect to compete.
- 7.9. Co-Directors shall be responsible for ensuring their teams are in compliance with competition rules.
- 7.10. Co-Directors shall have the right to be present at, and speak at, all meetings of the Executive Committee.
- 7.11. Co-Directors should work with the Executive Committee to create the annual budget and sponsorship material.
- 7.12. Co-Directors shall be responsible for hosting annual competitive tryouts to form their respective teams.
 - 7.12.1. The process of their tryouts is determined by the respective Co-Directors 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 Co-Directors 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.

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.