

Constitution of Diversity in STEM

Updated as of **June 25th, 2025**

Article I: Name and Purpose

- 1.1 The official name of the Campus Group will be **Diversity in STEM**.
- 1.2 The campus group may be referred to by the acronym **DSTEM**
- 1.3 The purpose, objectives, mission and/or mandate of the organization is to diversify the field of science, technology, engineering and math through hosting a diversified field of speakers and events who will give insight and tips on how to represent and overcome barriers present in these fields.

Article II: Membership

- 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 free per year.

Article III: 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 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.

The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

Article IV: 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 Presidents, VP Operations, VP Marketing, VP Outreach and Communications, VP Events and their directors which are the 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 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.

4.6 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.

Article V: Elections

5.1 All voting positions on the Executive Committee shall be filled through an annual election.

5.2 All voting group members shall be eligible to seek nomination to and cast a ballot for each voting position.

5.3 All non-voting group members shall be eligible to seek nomination only for non-voting positions on the Executive Committee.

5.4 Non-voting group members shall not be eligible to cast a ballot for any elected position.

5.5 The nominee winning the plurality of votes cast in the election for each position shall be deemed the winner.

5.6 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.

5.7 The elections must be held in a nonbiased manner. No individual who is seeking election may participate in planning or administering the election.

5.8 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)

Article VI: Termination of Membership

6.1 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.

6.2 A vote to revoke membership must be held at a meeting of the Executive Committee.

6.3 A two-thirds majority of the Executive Committee is required to approve any motion to revoke membership.

6.4 Any member facing removal shall have the right to appeal the decision of the Executive Committee to the general membership.

6.5 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.

6.6 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.

6.7 Executive Committee members are subject to the same termination of membership process as general members.

Article VII – Amendments

7.1 All constitutional amendments shall require a 2/3 majority vote to be passed at a general meeting.

7.2 All voting members may propose and vote on amendments to the constitution.

7.3 The Executive Committee shall submit the revised constitution to staff in the Student Life programs office at the University of Toronto Scarborough within two (2) weeks.

7.4 Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Student Life programs office at the University of Toronto Scarborough.

Article VIII - Executives

8.1 The executives of the organization shall include Presidents, VP Operations, VP Marketing, VP Outreach and Communications, VP Events, Marketing Directors, Event Directors, Outreach Directors.

8.2 The broad responsibilities of each executive position are as follows:

8.2.1 Presidents are the official spokespeople of the organization who provide direction for all components of the organization in a manner consistent with the organization's constitution and policies. The Presidents shall serve as a liaison between DSTEM, the advisors and other University or community contacts. The Presidents shall supervise all DSTEM meetings, events and finances.

8.2.2 Vice-President Communications (which may be combined with VP Ops) acts as a liaison between the organization and other student clubs, societies, organizations, and groups on and off campus. Vice-President Communications shall be the liaison between club executives and general members. Vice-President Communications shall edit all written documents and observe and make notes during all executive meetings.

8.2.3 Vice-President Outreach (which may be combined with VP Comms) oversees events organized by the group for the benefit of members and the campus community. Vice-President Outreach shall be the liaison between professors, guest speakers and DSTEM. Vice-President Outreach shall oversee all actions of first and second year representatives. Vice-President Outreach shall work closely with the marketing and event teams to promote events.

8.2.4 Vice-President Operations oversees the organization's finances and is in charge of developing and enhancing the delivery of member services. Vice-President Operations oversees the general direction of the club through creating yearly and monthly plans in conjunction with the events team.

8.2.5 Vice-President of Marketing is in charge of implementing marketing plans and strategies to increase club awareness. They are responsible for managing social media and advertisements. They oversee all marketing tactics used within the club and will oversee the role of the Marketing Directors

8.2.6 Vice-President Events is responsible to oversee planned events as well as plan and execute various events. They are to work alongside the marketing team and operations team to plan events. Maintain updated event documentation and files. Provide detailed outlines of roles and responsibilities to committee members for a specific event. Draft and present brief outline of event being conducted outlining key requirements and necessities for such event. Will oversee the role of the Events Director

8.2.7 Marketing Directors shall work alongside Vice President Marketing and Vice President Events to ensure all events are planned, organized and executed in a timely manner. They are to create all social media post related to club and post to different social media platforms.

8.2.8 Event Directors shall work alongside Vice-President Events and Vice-President Marketing to ensure all events are planned, organized and executed in a timely manner. They are to organize the schedule of the events and collaborate with the outreach time to decide how to have members attend events.

8.2.8 Outreach Directors (First and Second Year Representatives) shall work alongside Vice-President Outreach and Vice-President Communications, the marketing team and the events team to reach out to different speakers, and students at UofT to attend events. They are also responsible for communicating with professors to advertise events in lectures and through quercus announcements

8.3 Only student members of the organization may hold executive positions.

8.4 The executive positions collectively will form a committee that acts as the primary steward of the organization.

8.5 This committee is collectively responsible for the day-to-day decision making of the organization including but not limited to monitoring finances, event planning and execution, member services, and advocating on behalf of members to administration and student government.

8.6 This committee cannot make amendments to the constitution without the approval of the general membership at a valid general meeting.

8.7 The term of each executive will last from May 1 following their election to April 30 of the following year.

8.8 Any executive of the organization may resign, provided that such resignation is made in writing and delivered to the presidents. Unless any such resignation is, by its terms, effective on a later date, it shall be effective on delivery to the presidents, and no ratification by the organization shall be required to make the resignation official.

8.9 Any vacancy of executives shall be filled by the presidents or designate of the organization until such a time where a by-election is held, a permanent appointment occurs, or a hiring process is conducted.

8.10 If a president resigns, notice of such resignation must be submitted in writing and delivered to the executive committee at a valid executive meeting. Unless any such resignation is, by its terms, effective on a later date, it shall be effective on delivery to the executive committee, and no ratification by the organization shall be required to make the resignation official.

8.11 Any vacancy of a president shall be filled by another executive committee member appointed by a simple and clear majority of the executive committee until such a time where a by-election is held, a permanent appointment occurs, or a hiring process is conducted.

Article IX: Transition

9.1 All outgoing executives are required to transfer all organizational resources used relative to a particular role over the course of the preceding year to new executives upon leaving the position.

9.2 All outgoing executives are responsible for providing a detailed report to incoming executives that stipulates the status of ongoing projects in their portfolio and evaluations of previous projects and programs that they lead.

9.3 All outgoing and incoming executives will participate in a joint training session occurring no later than the end of May each year to assist with the transition between new executive teams.