

# Constitution of “Cura AI”

## 1. Name

The official name of this recognized campus group is “Cura AI”

The acronym or abbreviation of this group is: N/A

## 2. Purpose and Objectives

The purpose, objectives, mission and/or mandate of organization is outlined here:

- *Explore the intersection of AI and healthcare.*
- *Promote education, innovation, and ethical discussion around AI in medicine.*
- *Empower students with technical and medical knowledge to prepare them for a changing healthcare landscape.*

*Objectives will be achieved through:*

- *Educational Events*
  - *Guest Speaker Series: AI researchers and Professors*
  - *Workshops:*
    - ♣ *Intro to AI/Machine Learning*
    - ♣ *AI in Radiology, Pathology, Surgery, Genomics, Neuroscience*
  - *Basic Coding - AI*
  - *Ethics in AI and Bias in Healthcare Algorithms*
- *Projects*
  - *Ongoing Research Projects: Collaborate with professors or local hospitals.*
  - *Open-Source Initiatives: Build simple medical AI tools (e.g., symptom checkers, EHR analytics, etc.) with the help of professors/researchers (or other teams)*

## 3. Membership

Membership to the group is open to all registered students of the University of Toronto (referred to here as “student members”). Non-voting membership may be extended to interested staff, faculty, and alumni, or persons from outside the University (referred to here as “external members”).

Student members are permitted to run, nominate, and vote in elections and constitutional amendments. External members do not hold the aforementioned rights. All members must register with a designated executive by submitting their full name and a valid email address.

The membership fee will be \$0

## 4. Executive List and Duties

The executive committee shall be comprised of four (4) elected officers. These include a [NAME ALL EXECUTIVE POSITIONS HERE].

***The President shall:***

- Oversee the operations, management and success of the group
- Be the spokesperson for the group
- Hold signing officer authority along with the Treasurer for financial purposes
- Preside overboard meetings as well as general meetings
- Ensure transition of office to the future Executives

***The Co-President Shall:***

- Assist with operations, management and success of the overall group alongside the president
- Be the spokesperson for the group
- Share signing officer authority along with the Treasurer for financial purposes
- Help preside overboard meetings as well as general meetings
- Ensure transition of office to the future Executives

***The Vice-President shall:***

- Assume duties of the President in his/her absence
- Oversee the various committees
- Ensure that all the activities of the club meet regulations and policies of the University of Toronto
- Coordinate organizational recruitment efforts
- Record notes and motions for meetings
- Notify all members of meetings

***The Director of Finances/Treasurer:***

- Record all financial transactions of the group
- Hold signing officer authority along with the President for financial purposes
- Maintain a budget of income and expenses along with receipts
- Advise members on financial position of the group
- Prepare an annual budget for the group as well as budgets for specific events
- Provide any financial updates to the club members during meetings

***The Directors of Communications (x2):***

- Will create promotional content such as posters, newsletters, and social media content
- Maintain the web sites and member contact list
- Run the club's social media accounts and keep them active and engaging
- Handle email communication, including sending updates and responding to inquiries.
- Develop communication strategies to grow the club's visibility and member engagement.
- Coordinate with other executive members to maintain consistent messaging.

***The Director Internal:***

- Build alliances with other clubs to collaborate on events.

- Oversee membership recruitment, retention, and engagement efforts, striving to create a strong and inclusive club community.
- Assist in planning and organising club meetings, including setting agendas, scheduling speakers, and ensuring all necessary resources are available.
- Collaborate with the Communications and Networking Team on outreach efforts, overseeing club advertisements and communications with general members.

***The Directors of Externals:***

- Contact guest speakers (e.g., doctors, researchers, AI professionals)
- Build connections with hospitals, tech companies, and research labs
- Reach out to potential sponsors and collaborators for events
- Help bring in external opportunities (talks, research, networking)
- Maintain and update a contact list of external partners

***The Director of Events:***

- Lead the planning, coordination and execution of club events including guest lectures, panel discussions, workshops, networking mixers.
- Work closely with the president and other executive members to align events with club goals and academic calendar.
- Collaborate with Directors of communications to promote events through social media, posters, flyers and university platforms.
- Work with the VP of finance to manage budgets, seeks sponsorships, and ensure responsible use of club funds.
- Co-ordinate venue booking, catering, technology requirements, and other logistics.

The group may appoint Directors or Coordinators for various committees such as social committee, publicity committee, and so on; however, such positions do not hold executive decision making authority.

**Termination of Executives or General Members:**

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, may be given notice of removal.

The member up for removal shall have the right to defend his/her actions.

A two-thirds majority vote of the student members present in favor of removal is required. The member must have the right to an appeal before the general membership, and the majority vote of the general student membership will have the final say on the matter.

The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

Executive members are subject to the same termination or impeachment process and, as determined by the vote, may lose their executive position along with their membership to the group.

## **5. Elections**

The executive committee shall strike the Elections Committee and appoint one (1) Senior Election Officer (SEO) from the general student membership on the committee to conduct and hold elections in March. All members of the Elections Committee shall be non-biased 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 student members of the group 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 30<sup>th</sup> 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 student 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.

Student members may not vote by proxy. External members may not nominate or vote in elections.

Only student 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.

Term of executive positions shall be from May 1st to April 30th.

## **6. Finances**

The Treasurer shall keep records of all income and expenses. The Treasurer shall present the group's financial health at the annual general meetings. The Executive Committee 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.

## **7. Meetings**

### **A) Annual General Meetings (AGMs):**

The group shall hold general meetings at least twice per year, i.e. once per academic term.

The Executive Committee will announce these dates two (2) weeks prior to holding the meetings. These meetings are intended to go over the group's annual activity plan, financial health and propose or vote on constitutional amendments, if any. Motions will require 2/3 majority of student members in attendance for a vote to be cast. The motion with the most votes will be passed.

### **b) Executive Meetings:**

The executive committee shall meet on a monthly basis where date and times are to be set by an executive. The quorum of executive meetings shall be 50%+1 of executives.

## **8. Amendments**

Any student member may propose and vote on amendments to this constitution. The Executive Committee will administer the process of having amendments discussed at general meetings.

Constitutional amendments shall require a 2/3 majority to be passed at Annual General Meetings by student members in attendance.

The Executive Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. Centre for Student Engagement, etc) within two (2) weeks of its approval by the general student membership.