

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 used for this group is UTMMJ.

Article II: Purpose

- A. The purpose of this club is to unite students who are passionate and interested in the understanding and raising awareness of injustices that occur within the criminal justice system. The club aims 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 miscarriage of justice community to give guest speeches. This includes but is not limited to, legal professionals, the wrongly convicted, journalists, forensic practitioners, and campaigners.
 - b. UTMMJ will also host charity fundraisers and exciting social events for like-minded people to find close friends and connect with the community around them.
 - 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 who is a UTMSU member currently enrolled in an undergraduate program at the University of Toronto Mississauga. UTMMJ will not deny membership to any University of Toronto student based on race, religion, gender, academic inclination, age, or sexual orientation. UTMMJ will not require members to pay membership fees. Members will have full rights to run, nominate and vote in elections and constitutional amendments are only open to UTMSU members.
- 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 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: Executive List

- A. Executive Members;

President (1)

- Serves as the official representative and spokesperson of UTMMJ;
- Responsible for the general management and supervision of the operations of UTMMJ;

- Ensure communication between executive members;
 - Ensure executive members are completing their responsibilities and assignments while providing support to executive members in need;
 - Manage the Society's emails and respond promptly when necessary;
 - Perform such other duties as ordinarily pertaining to this office

Vice President (1)

- Shall be responsible for internal communications;
- Shall act as the interim president in the absence of the President;
- Manage UTMMJ email account, updating and managing UTMMJ Google Drive, folders, and calendar;
- Assist the Executive Council with duties;
- Organize and manage the membership mailing list and member eligibility for spring elections;
- Work with the President in upkeep club documents;
- Assist with the facilitation of events.

VP Internal (1)

- In charge of administrative responsibilities
- Manages internal communications between VP's, President and Vice President
- Managing communications with general members
 - Assist with the Club's Newsletter, if applicable
- Facilitate meetings and manage communication with associates and VP's
- Assumes the role of President and/or Vice President in the case of their absence
- Attends meetings pertaining to the internal operations of the club
- Record and maintain minutes for all official meetings
- Book necessary rooms or facilities for internal meetings or events.

VP of Graphic and Social Media (2)

- Responsible for creating marketing material for the club;
- Creating graphics and videos for UTMMJ to be distributed to and/or posted online regarding upcoming events and services;
- 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;
- Work with VP Events to create graphics and marketing materials that cover pertinent details and are appropriately distributed to the public;
- Responsible for maintaining an active and engaging social media presence across various social networking platforms at all times;
- Responsible for delegating tasks appropriately to the Social Media Associates.

VP of Outreach (1)

- Create connections with other Academic Societies and Clubs at UTM;

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

VP of Finance (1)

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

VP of Research (2)

- Responsible for researching recent events, trials, and cases that may be in jeopardy of a miscarriage of justice;
- Responsible for researching past cases and writing up a monthly case study;
- Work with Podcast Director(s) to create relevant and interesting Podcasts;
- Relaying research findings to the rest of the executive team during executive meetings;
- Work with VP Events in creating events that are based on research findings;
- Propose initiatives and events pertaining to recent events that may be of interest to UTMMJ;
- Responsible for delegating tasks appropriately to the Research Associates.

VP of Events (2)

- Responsible for attending, creating, and facilitating events;
- Maintaining a file of the club's record with relevance to events;
- Propose and take the lead in planning, organizing, and executive events;
- Review all events and initiatives of the club to ensure appropriate standards of equity and diversity are met;
- Work alongside the VP of Research in creating time-sensitive events and initiatives;
- Collaborate with VP of Outreach regarding events with other Clubs, Societies, Faculty Members, or Guest Speakers;
- Responsible for delegating tasks appropriately to the Events Associates.

Podcast Director(s) (2)

- Creating interview questions for special guests
- Recording, editing, and hosting monthly podcast specials on miscarriages of justice cases;
- Work with the President and Vice President on monthly guest episodes;
- Create scripts for monthly case study episodes.

B. 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 using a hybrid model. At least 1 meeting will be held in person every month.
- 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 club events, raise issues, and talk upon the goals and accomplishments of the club.

Article VI: Elections

UTMMJ must follow the 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 or the Academic Societies Affairs 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.

Election Procedures:

- All registered groups must hold an election in the Winter Semester, following the timeline set by the UTMSU
- A Chief Returning Officer (CRO) must be appointed to supervise the elections. The CRO must be an unbiased third party to the election, and must be approved by the outgoing

executives and the Campus Groups Coordinator. The CRO must not be running for a position on the incoming executive team.

- Elections must be open to all interested candidates who are UTMSU registered members of the group.

Election Timeline:

- Advertising Period: Advertising for elections is required and is to take place for a minimum of one week. Mass emails should be sent to all UTMSU registered members of the group
- Nomination Period: All members who are interested in running for an executive position are able to self-nominate during this time. This will be overseen and managed by the CRO.
- All Candidates Meeting: A meeting with all the candidates must be held to go over the elections rules. This meeting is mandatory for all future candidates, and if unable to attend, they must send a representative.
- Campaign Period: During this time, candidates are able to campaign themselves to the Campus Groups's membership.
- Voting Period: Registered UTMSU members will be able to vote for their incoming executives during this time. The CRO will organize the voting platform.

Election Policies:

Any complaints that arise during the course of elections, or as a result of elections must be brought to the attention of the Campus Groups Coordinator in a written format within 72 hours of the election.

The Clubs Committee and ASAC withhold the right to nullify any group's election results if evidence of gross misconduct has been found in the operation of the election.

Non-occurrence of elections will result in the immediate effect of cancellation of a group's status. Non-submission of election results will result in later loss of group recognition status through the Club's Committee or ASAC. If undemocratic election procedures are suspected, the election results or even the group status may be put forward to the Clubs Committee/ASAC by the VP Campus Life or VP University Affairs.

Election Tie Breakers:

In preparation for a tie, the CRO 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 CRO shall count the ballots. The candidate with the most votes shall be elected to the position. The CRO shall submit a report of the results of the elections to the Executive Committee and general members.

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. Warnings can also be given by the President or Vice-President of the club. In addition to these 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.

General Member Removal

If a General Member has been given warnings from either Executive members or a member of the Constitution 6 University of Toronto Mississauga Students' Union Clubs Committee, they will be notified of their immediate removal from the club. Following the notification, the executives will proceed to hold a vote within the executive team to remove the member. The results of the vote should be two-thirds of the executives in favour of removal. The member will then get the opportunity to appeal the decision to the UTMSU. After which a final voting process will take place, with the majority of votes deciding.

Executive Removal

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 executive members shall be required to hold a referendum within twenty (20) days. The member can choose to appeal the decision to the UTMSU, to which a final voting process will be held afterwards, with the majority of votes deciding. In the event that an executive member is removed, a new executive member would be appointed. 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 our general membership via our General Meetings. Amendments can only be proposed and voted on by UTMSU members and must be approved by the UTMSU before they are formalized.