

Constitution of “Black Doctors of Tomorrow”

1. Name

The official name of this recognized campus group is “Black Doctors of Tomorrow”

The acronym or abbreviation of this group is: BDOT

2. Purpose and Objectives

Black Doctors of Tomorrow seeks to develop, advance, and promote a strong sense of community that enables black pre-health students to network and inspire each other. We intend to make the ambition of medicine more accessible to marginalized communities by building up a body of black people in healthcare who can disseminate the influence of medical racism and improve patient outcomes. We intend to offer academic and community support, offer guidance and insight into the realities of the field, and foster networking and partnerships within and beyond the Interdisciplinary postgraduate community. We encourage participation on all levels of all our community members to spread awareness and empowerment.

3. Membership

Voting membership to the group is open to only registered student members of the University of Toronto.

Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. However, these members do not hold the aforementioned rights. Non-U of T members must register with a designated executive by submitting their full name and a valid email address.

The membership fee will be \$0 per year.

Any member of the club may apply for a refund within one (1) month of becoming a member. No refunds are permitted 30 days after the election periods.

For recognition by the University of Toronto Students’ Union (UTSU), the group must maintain a minimum of 30 members, a total of 51% of membership are UTSU members. The group must also maintain recognition from the Office of Student Life. *These requirements are subject to change and should be checked with UTSU annually to ensure qualifications are met.*

4. Executive List and Duties

The executive committee shall be composed of five (5) elected officers.

The Two Co-Presidents shall:

- Facilitates executive board meetings and assists all executive officers
- Regularly checks and maintains club email
- Responsible for assigning tasks and forming committees
- Prepares and files any reports required
- Oversees contact with organization adviser, affiliated university department and community partners
- Represents and serves as the spokesperson for the organization to the University

- Represents organization at official functions
- Serves as a secondary signatory on financial accounts
- Initiates the organization and planning of BDOT events
- Provides encouragement and motivation to fellow officers and organization members
- Oversees and delegates all operations conducted by the organization

The Vice-President shall:

- Assists the president in facilitating executive meetings and assemblies
- Will act in the absence of the president for any meetings or necessary representation
- Regularly checks and maintains club email
- Assists the president in initiating the organization and planning of BDOT events
- To work with the rest of the Executive Committee and in supporting their projects as well as furthering the goals of BDOT as a whole, in leadership, service and representation
- To contribute to the smooth and safe functioning of BDOT executive team, including following proper accounting procedures, contributing to executive responsibilities, and attending club events
- Manager of our community outreach goals (volunteering, etc.)

The Director of Events shall:

- Focus on cultivating strategic partnerships through outreach activities.
- Continuously works out logistics of event, including time frame, number of attendees, potential room bookings
- Works with treasurer and the BDOT execs to work out budgets for events responsible for coordinating with any guest speakers on their arrival and time management of events
- Actively creates and develops organizational relationships with other student groups, individuals, and student groups at other schools
- This position regularly communicates with the President(s) of BDOT to ensure an ongoing relationship with BDOT's affiliates.
- Spread the word about what BDOT has to offer to communities that could benefit by regularly communicating with other UofT clubs and various COS (Community of Support) chapters at other Ontario Universities

The Treasurer shall:

- Hold signing officer authority along with the President for financial purposes.
- Maintain a budget of income and expenses along with receipts.
- Advise members on the financial position of the group.
- Prepare an annual budget for the group as well as budgets for specific events.
- Applies for grant applications (if needed).
- Record all financial transactions of the group.

The group may appoint Directors or Coordinators for various committees, such as social media marketing director/coordinator 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 removal of an executive member from office and/or termination of membership from the club is decided by the executive committee, where a two-thirds majority vote of the current members present in favor of removal is required. 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.

The member up for removal shall have the right to defend his/her actions and should be able to make an appeal to a second subgroup (e.g., an appeals committee), separate in interest and membership from the first subgroup, and/or the broader membership. (V.1 Tri-Campus Guidelines on the Recognition of Student Groups)

5. Elections

The executive committee shall appoint one (1) Graduating Member from the executive members of the committee to conduct and hold elections in April. 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 Graduating Member shall accept nominations only from group members that are also registered U of T members (staff, faculty, students and alumni) for candidacy of executive positions from the general membership before the beginning of April. Candidates are recommended to be members in good standing and have been part of the group for at least one month prior to the nomination period. All non-voting executive positions will be appointed through application and interview held by presidents and VP. The Co-President position is passed down from president to president.

The Graduating Member shall provide each U of T member with a virtual ballot on the voting dates and ask the members to vote on the designated dates.

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

Registered U of T members may not vote by proxy. Non-U of T members may not nominate or vote in elections.

All U of T students who are members of BDOT are eligible to vote.

The held duration of the 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 registered 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 weekly 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 registered U of T members 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 registered U of T members in attendance.

The Executive Committee shall formally adopt the new constitution and submit the revised constitution to the respective University offices (i.e. The Office of Student Life, The University of Toronto Students' Union, etc) within two (2) weeks of its approval by general members.