



UNIVERSITY OF TORONTO
MEDICAL SOCIETY

UNIVERSITY OF TORONTO MEDICAL SOCIETY

CONSTITUTION

Adopted	May 2009
Amended	December 2010
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Amended	December 2013
Amended	March 2016
Amended	August 2019
Amended	August 2020
Amended	July 2021

Recognizing the benefits which an explicit constitution provides in terms of institutional memory, accountability, and transparency; and

Intending to allow for the open and responsible government of the undergraduate Doctor of Medicine student body of the Temerty Faculty of Medicine at the University of Toronto, established in 1843;

We hereby establish the following Articles which shall be binding on the Executive Council of the Medical Society and all bodies established under its authority.



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1. INTERPRETATION

1.1 SINGULAR AND PLURAL

Unless the context requires otherwise, words in the singular include the plural, and vice versa.

1.2 HEADINGS

The headings used in this Constitution are for reference purposes only and shall not be considered in the interpretation of the words or provisions of the By-laws.

1.3 PRECEDENCE

The Constitution is the highest governing document of the Society. In the event of a contradiction between the Constitution and the By-laws, the Constitution shall prevail over the By-laws.

1.4 THRESHOLD FOR ADOPTION

Except as otherwise stated, any reference herein to a resolution shall mean a resolution adopted by Simple Majority.

1.5 PARTIAL INVALIDITY

Each provision is distinct and separate. Therefore, any decision by a court of law under which any of the articles or provisions contained in a By-law is declared null, invalid, or unenforceable shall in no way affect the validity, nature, or enforceability of any other provision.

1.6 ILLEGAL PROVISIONS

Provisions which are illegal shall be considered null.



1.7 EFFECT OF NULLITY

A provision declared null ceases to have effect for the future; its nullity is not retroactive. All prior actions undertaken under the assumption that the provision was valid remain valid. Only in the case of the contestation of the validity of a provision immediately after an action was undertaken under that provision can that action be declared invalid alongside that provision.

1.8 NUMBERING

Where articles of the Constitution or the By-laws refer to other articles by an outdated article number, as a result of an amendment which alters the number or placement of the articles within the By-laws or the Constitution, previous versions of the Constitution or By-laws may be used as a reference to determine and enforce the referred article, providing that article is still valid.

2. DEFINITIONS

In this Constitution and all other By-laws of the Society unless the context otherwise requires:

- (a) "By-laws" shall mean the by-laws of the Society adopted from time to time in accordance with the Constitution;
- (b) "Chief Electoral Officer" shall mean the Speaker or their designate, appointed by the Society, in accordance with the By-laws, who shall be responsible for the general conduct of Elections and Referenda;
- (c) "Committees" shall mean the groups established by the Executive Council to whom the Council has delegated some of its powers and responsibilities in accordance with the Constitution and By-laws;
- (d) "Constitution" shall mean the present Constitution;



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- (e) "Council" shall mean the Executive Council, the body of the Society, established in accordance with Article 8 of the Constitution;
- (f) "Election" shall mean the process through which the Executives are elected as set out in the By-laws;
- (g) "Executive" shall mean the Members of the Society elected to a position created under Article 7 of the Constitution;
- (h) "Faculty" shall mean the Faculty of Medicine of the University of Toronto, the administrative body governing the Undergraduate Medical Program at the University of Toronto in the City of Toronto, the Province of Ontario;
- (i) "General Meeting" shall mean the body of the Society, established in accordance with Article 10 of the Constitution;
- (j) "Head Office or Medical Society Office" shall mean the physical head office of the University of Toronto Medical Society, located in the City of Toronto, the Province of Ontario;
- (k) "Members" shall mean any person satisfying the requirements for General Membership to the Society in accordance with Article 6 of the Constitution;
- (l) "Referendum" shall mean the process through which members vote on a particular question as set out by Article 9 of the Constitution;
- (m) "Representative" shall mean any individual appointed by the Executive Council to represent its needs, opinions, and voice to another body;



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- (n) "Simple Majority" shall mean over fifty percent (50%) of the votes cast on any motion at a General Meeting, Executive Council Meeting, or any committee meeting;
- (o) "Society" shall mean the University of Toronto Medical Society, the student association representing the students enrolled in the Undergraduate Medical Program at the University of Toronto;
- (p) "Undergraduate Medical Program" shall mean the academic degree program administered by the University of Toronto in which students completing the program shall obtain a Doctor of Medicine degree;
- (q) "University" or "U of T" shall mean the academic institution known as the University of Toronto, founded in 1827 and located in the City of Toronto, Province of Ontario.

3. THE MEDICAL SOCIETY

3.1 GENERAL

There shall be a governing body representing students enrolled in the Undergraduate Medical Program at the University of Toronto, named the University of Toronto Medical Society hereinafter referred to as the Society.

3.2 MANDATE

The mandate of the Society shall be:

- (a) To foster a thriving community of students based on their diverse interests and the commonality of being enrolled in the Doctor of Medicine program at the University of Toronto;
- (b) To implement students' views and demands with regards to the role of Doctor of Medicine students within the



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Faculty of Medicine and Doctor of Medicine program, as well as catering for their specific and unique needs;

- (c) To act as the primary platform for debate and action on all matters pertinent to Doctor of Medicine students;
- (d) To act as the elected unifying body for all other Doctor of Medicine student organizations, councils and initiatives within the Faculty;
- (e) To unify all Doctor of Medicine students across all five classes (Year I, II, III, IV, MD/PhD) within the Faculty of Medicine under a student-run governing body of elected representatives;
- (f) To keep and preserve a detailed archive of records and material which the Executive Council deems of value and interest to the Faculty and future Society members;
- (g) To bring the ideas and opinions of Doctor of Medicine students to the attention of the CMA, OMA, CPSO, CFMS, IFMSA, University of Toronto, Medical Alumni Association, the Faculty of Medicine and their associated bodies, on any subject matter pertaining to the Medical School, Medical Education and the practice of Medicine;
- (h) To enhance the educational opportunities of Doctor of Medicine students within the faculty;
- (i) To enhance the quality of student life for Doctor of Medicine students both academically and non-academically; and
- (j) To encourage inter-professional collaboration with other students across the U of T campus, Canada and the world.



4. MEDICAL SOCIETY OFFICE

4.1 GENERAL.

The head office of the Society shall be known as the Medical Society Office, located in the City of Toronto, in the Province of Ontario, Canada.

4.2 OFFICE USE

The Medical Society Office shall serve as a hub for Medical Society groups and activities. There shall be an Officer Manager who will provide and maintain office equipment to enable the activities of the Medical Society and all affiliated groups and activities. The provisions governing the use of the office shall be outlined in the By-laws.

5. BOOKS OF THE SOCIETY

5.1 BOOKS OF THE SOCIETY

The Society shall create and maintain one (1) or more books that shall contain the following:

- (a) The Constitution, the By-laws, and any amendments thereto;
- (b) The minutes of all proceedings of each General Meeting; meetings of the Executive Council; and meetings of any other committees established by the Executive Council;
- (c) A register of persons who are or have been Executives of the Society indicating the name and e-mail address, the date of commencement, and, as the case may be, the end of term of office for each of them.



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5.2 MANAGEMENT

The books shall be kept by the Office Manager at the head office of the Society or at any other place designated by the Executive Council.

6. MEMBERSHIP

6.1 GENERAL MEMBERSHIP

All students registered in the Doctor of Medicine program within the Faculty of Medicine at the University of Toronto shall be Members of the Society.

6.2 RIGHTS OF MEMBERSHIP

Members of the Society shall be entitled to cast a vote in General Meetings, Elections, and Referenda. They may also stand for Election in the Society barring any additional restrictions outlined by the Constitution or the By-laws.

6.3 MEMBERSHIP FEES

All Members shall pay a membership fee named "The Student Activities Fee", as adopted from time to time by way of a Referendum in accordance with the articles of this Constitution and the By-laws. The Student Activities Fee may only be amended by way of a referendum by the Society, and shall be presented to the University of Toronto Governing Council with the appropriate documentation for final approval.

6.4 SPECIAL MEMBERSHIP

There shall be special categories of membership recognized by the Society including:

- (a) Alumni Membership; and



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- (b) Honourary Membership.

Individuals afforded special membership into the Society shall have specific eligibilities, rights, privileges and responsibilities as outlined by in this Constitution.

6.5 ALUMNI MEMBERSHIP

Alumni Membership shall be granted to any individual who:

- (a) holds a Doctor of Medicine degree from the Faculty of Medicine at the University of Toronto; and
- (b) supports the mandate of the Medical Society.

The term of Alumni Membership for an eligible individual shall be their lifetime, barring retraction of Membership by the Executive Council. Alumni Members shall be exempt from the Student Activities Fee, and may not cast a vote in any General Meeting, Election Referenda, nor stand for Election. Alumni Members may attend a General Meeting, as non-voting members.

6.6 HONOURARY MEMBERSHIP

Honourary Membership shall be granted to:

- (a) the individual holding the office of Dean of the Faculty of Medicine, who shall be the Honourary President of the Medical Society; and
- (b) any individual who receives approval for Honourary Membership by way of a motion passed by two-thirds (2/3) majority vote of Members present at a General Meeting. Nominees shall not be present at such a General Meeting.

Honourary Membership may not be conferred to any individual already holding General or Alumni Membership with the Society. The term of Honourary Membership for an eligible individual shall



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be their lifetime, barring retraction of Membership by the Executive Council. Honourary Members shall be exempt from the Student Activities Fee, and may not cast a vote in any General Meeting, Election Referenda, nor stand for Election. Honourary Members may attend a General Meeting, as non-voting members. The names of the Honourary Members of the Society shall be displayed in the Ruth Kurdyak Medical Alumni Student Lounge by the Vice-President Internal Affairs.

6.7 RETRACTION OF MEMBERSHIP

Special Membership may only be revoked by way of a resolution passed by two-thirds (2/3) majority vote of the Executive Council. Such a vote shall be conducted by secret ballot. Appeals to a motion revoking Membership may be submitted within sixty (60) days of the original motion. Appeals shall be considered by the Executive Council, and motions to revoke membership may only be overturned by way of a resolution passed by two-thirds (2/3) majority vote of the Executive Council conducted by secret ballot.

6.8 MEMBERSHIP REGISTRAR

The Office Manager shall maintain an updated list of the current Members of the Society including graduating year, type of membership, and contact information for each Member.

7. EXECUTIVES

7.1 EXECUTIVES OF THE SOCIETY

There shall be elected Members of the Society who shall hold office as Executives of the Society, and shall be charged with managing the affairs and activities of the Society in accordance with this Constitution. The Executives of the Society shall be the following:

- (a) the President of the Medical Society;



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- (b) the President-Elect of the Medical Society;
- (c) two (2) Vice Presidents Student Engagement St. George;
- (d) two (2) Vice Presidents Mississauga MAM;
- (e) two (2) Vice Presidents Mississauga Student Engagement;
- (f) two (2) Vice Presidents Education;
- (g) two (2) Vice Presidents Finance;
- (h) two (2) Vice Presidents Communications;
- (i) two (2) Vice Presidents External Affairs;
- (j) two (2) Vice Presidents Global Health;
- (k) two (2) Vice Presidents Equity, Diversity and Inclusion;
- (l) two (2) Vice Presidents Publications;
- (m) two (2) Vice Presidents Mississauga;
- (n) two (2) Year 1 Class Council Presidents;
- (o) two (2) Year 2 Class Council Presidents;
- (p) two (2) Year 3 Class Council Presidents;
- (q) two (2) Year 4 Class Council Presidents;
- (r) two (2) MD/PhD Class Council Presidents;
- (s) the Speaker of the Medical Society;
- (t) the Executive Administrator;
- (u) two (2) Vice Presidents Student Affairs; and



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- (v) two (2) Vice Presidents International Student Affairs.

7.2 QUALIFICATIONS.

All Members of the Society shall be eligible to stand for Election as Executives so long as they remain members of the Society throughout their term of office.

The following persons shall not be eligible for the office of Executive:

- (a) such persons that have not yet reached the age of majority; and
- (b) such persons who are not qualified to be an Executive due to the institution of a regime of protective supervision in their respect or by one of the common causes of extinction of obligations provided for by laws, such as if such Executive is recognized by a court as having lost the ability to reason.

7.3 ELECTION

The Executives shall be elected by and from amongst the Members of the Society by way of an Election.

7.4 RESIGNATION

An Executive may resign from office at any time by forwarding a letter of resignation to the head office of the Society. The resignation will become effective on the date when the letter or resignation is sent to the head office of the Society or on such other date as may be specified in the letter.

7.5 REMOVAL FROM OFFICE

Any Executive, with the exception of the Class Council Presidents, may be removed from office for impropriety, violation



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of this Constitution or its By-laws, delinquency of duties, or misappropriation of funds by way of a resolution passed by the Executive Council by two-thirds (2/3) majority.

A removal from office must be initiated by a written request by five Executives or thirty Members of the Society, to be submitted to the Speaker, or the Executive Administrator if the Speaker is the subject of the request.

The Executive for whom the meeting has been called for shall be notified of the place, date, and time of the Executive Council meeting called to remove him/her one week in advance of the General Council meeting addressing this request. The Executive shall have the right to attend and address the meeting, or submit a written statement, to put forth the reasons why such he or she opposes the proposed removal from office.

Class Council Presidents may be removed from office in accordance with the articles outlined in the governing documents of the Class Councils.

7.6 REPLACEMENT AND VACANCY

An Executive whose term of office has ended may, at the discretion of the Executive Council, be replaced pursuant to an Election for a term extended to the expiry of the original term of the Officer so replaced. In the event that the Executives decide to forego said Election, the office may remain vacant subject to the various requirements for quorum throughout this Constitution.

7.7 PRESIDENT

The President of the Society shall:

- (a) oversee all activities and programs of the Society, including the Executive Council;



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- (b) ensure that the Society remains true to its mandate;
- (c) represent the Society and its constituents to all external groups; and
- (d) enact their duties as outlined in the By-laws.

The incumbent President-Elect shall assume the role of the President beginning on September first (1st) of the year of election and hold that office for a one (1) year term.

7.8 PRESIDENT-ELECT

The President-Elect of the Society shall assist the President in enacting their duties as outlined in the Medical Society By-Laws.

The President-Elect shall hold their office from January to September of their year of election and shall assume the office of President of the Medical Society on the first (1st) of September of that same year for a one (1) year term.

7.9 SPEAKER

The Speaker of the Society shall:

- (a) Ensure that the rules and protocols outlined in this Constitution are duly observed by the members of the Executive Council;
- (b) act as the Chief Electoral Officer;
- (c) train the Executive Administrator to assume the role of Speaker;
- (d) chair Medical Society Executive Council meetings in accordance with By-Law 16; and
- (e) enact their duties as outlined in the Medical Society By-Laws.



7.10 EXECUTIVE ADMINISTRATOR

The Executive Administrator of the Medical Society shall:

- (a) assist the Speaker in enacting their duties in any reasonable capacity as determined by the Executive Council; and
- (b) enact their duties as outlined in the Medical Society By-Laws.

7.11 VICE PRESIDENT EDUCATION

The Vice President Education(s) shall:

- (a) communicate student concerns and opinions with respect to the curriculum to Faculty and vice versa;
- (b) facilitate the process of change within the undergraduate medical school curriculum;
- (c) be the official student representative for curriculum matters that pertain to all courses or to courses that are proposed;
- (d) be the primary student representative for the Undergraduate Medical Curriculum matters to the Faculty of Medicine and the University of Toronto as a whole;
- (e) communicate any changes in the curriculum to the student body whom are affected by the change;
- (f) collaborate with the class council preclerkship representatives to understand the scope of student feedback; and
- (g) enact their duties as outlined in the Medical Society By-Laws.



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The Vice President Education(s) shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.12 VICE PRESIDENTS FINANCE

The Vice President Finance(s) shall:

- (a) monitor the revenue and expenditures of the Medical Society to ensure that they are in accordance with the principles and protocols outlined in this Constitution; and
- (b) enact their duties as outlined in the Medical Society By-Laws.

The Vice President Finance(s) shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.13 VICE PRESIDENT STUDENT ENGAGEMENT ST GEORGE

The Vice President Student Engagement(s) shall:

- (a) encourage and promote extracurricular programming within the Faculty of Medicine;
- (b) act as stewards in maintaining Medical Society resources and programming on the St. George campus buildings and within hospitals;
- (c) maintain a strong, positive relationship between the University of Toronto Medical Society and its neighbouring communities;
- (d) provide opportunities for medical students to gain leadership/teaching experience through community projects;



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- (e) provide opportunities for medical students to make a positive contribution to the community at large
- (f) enact their duties as outlined in the Medical Society By-Laws.

The Vice President Student Engagement(s) shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.14 VICE PRESIDENT COMMUNICATIONS

The Vice President Communications(‘) shall:

- (a) be responsible for updating and the continual development of all aspects of the Society website;
- (b) provide technology related services to the Society including but not limited to the operation of electronic voting systems, management of social media channels, online data management, and online surveys;
- (c) provide research and advice to the Executive Council regarding all technology related issues; and
- (d) enact their duties as outlined in the Medical Society By-Laws.

The Vice President Communication(s) shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.15 VICE PRESIDENT EXTERNAL AFFAIRS

The Vice President External Affairs shall:

- (a) Represent the Medical Society to:



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- i. other medical schools and their societies, particularly through provincial or national medical student organizations;
 - ii. the medical profession and its organizations;
 - iii. organizations outside the Faculty of Medicine within the University of Toronto;
 - iv. other external organizations as necessary;
- (b) facilitate communication of medical undergraduate concerns to the appropriate external organizations;
 - (c) inform medical undergraduates of important events occurring by external organizations; and
 - (d) enact their duties as outlined in the Medical Society By-Laws.

The Vice Presidents External Affairs shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.16 VICE PRESIDENT EQUITY, DIVERSITY AND INCLUSION (EDI)

The Vice President EDI(s) shall:

Given the unique nature of this role, it carries significant responsibility as well as opportunity. The following principles of anti-oppression are outlined to set the tone and guide the work of the VP EDI:

- (a) recognize that both macro and micro social relations generate oppression in the forms of structural and interpersonal racism, economic oppression and classism, misogyny, homophobia, transphobia, xenophobia, ableism, ageism, etc.;



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- (b) the everyday experience of medical students, physicians, our patients, and the communities in which we work are shaped by multiple intersecting oppressions;
- (c) work as the VP EDI is not politically neutral; it requires actively contesting existing systems of oppression within our medical school, medicine, and broader society;
- (d) the VP EDI should seek to operate at both individual and systemic levels, both within the medical school and within broader structures;
- (e) any initiatives should be appropriately based in the struggles and needs of those who are oppressed and marginalized, building solidarity amongst medical students with social causes and movements outside of medical school;
- (f) participatory approaches are required between the VP EDI and groups they are supporting (i.e. communities, other students). The VP EDI should not be speaking for the groups they are supporting (advocacy with and not for marginalized groups);
- (g) self-reflection and ongoing social analysis are essential components of anti-oppression and should be iterative processes the VP EDI is engaging in;
- (h) a social justice perspective provides the best potential for politicized transformative medical practice;
- (i) key principles of this role include: Humility, Introspection, Social Justice, and Solidarity; and
- (j) enact their duties as outlined in the Medical Society By-Laws.



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The Vice President EDI shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.17 VICE PRESIDENTS PUBLICATIONS

The Vice President Publications(') shall:

- (a) Be responsible for the production and distribution of all publications produced directly by the Medical Society for sale, dissemination, or use by the undergraduate medical education student body;
- (b) manage all publications produced by members of the undergraduate medical student body that receive funding from the Medical Society; and
- (c) enact their duties as outlined in the Medical Society By-Laws.

The Vice President Publications shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.18 VICE PRESIDENT GLOBAL HEALTH

The Vice President Global Health(s) shall:

- (a) represent the Medical Society to:
 - i. other medical schools and their societies in matters of Global Health;
 - ii. the Canadian Federation of Medical Students (CFMS) Global Health Program;
 - iii. external organizations concerned with international aid, health, and development at the local, national, and international level;



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- (b) coordinate information and awareness events within the Medical Faculty, along with the help of other Global Health groups;
- (c) coordinate the selection of Local Officer positions in conjunction with the CFMS Global Health Program;
- (d) communicate and promote Global Health events, education, conferences, and local and overseas opportunities to the student body, faculty, and to other groups as appropriate;
- (e) advocate to Medical Faculty and Administration for inclusion of global health education in the medical curriculum; and
- (f) enact their duties as outlined in the Medical Society By-Laws.

The Vice Presidents Global Health shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.19 VICE PRESIDENT STUDENT ENGAGEMENT MISSISSAUGA(s)

The Vice President Student Engagement Mississauga(s) shall:

- (a) encourage and promote extracurricular programming within the Faculty of Medicine;
- (b) act as stewards in maintaining Medical Society resources and programming on the Mississauga campus buildings and within hospitals;
- (c) maintain a strong, positive relationship between the University of Toronto Medical Society and its neighbouring communities;



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- (d) provide opportunities for medical students to gain leadership/teaching experience through community projects;
- (e) provide opportunities for medical students to make a positive contribution to the community at large; and
- (f) enact their duties as outlined in the Medical Society By-Laws.

The Vice President Student Engagement Mississauga(s) shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.20 VICE PRESIDENT MISSISSAUGA(s)

The Vice President Mississauga(s) shall:

- (a) enact their duties as outlined in the Medical Society By-Laws.

The Vice President Mississauga(s) shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.21 CLASS PRESIDENTS (YEAR I, II, III, IV, MD/PHD)

The Class Presidents shall:

- (a) be responsible for representing the interests of students currently in their respective years; and
- (b) enact their duties as outlined in the Medical Society By-Laws as well as their respective Class Council governing documents.

The Class Presidents shall hold their office for the duration determined by their respective Class Council Constitutions.



7.22 VICE PRESIDENT STUDENT AFFAIRS(')

The Vice President Student Affairs(') shall:

- (a) communicate student concerns and opinions with respect to the well-being, both physically and psychologically, to Faculty and vice versa;
- (b) work with key faculty (OHPSA) to assess areas of improvement in terms of health, wellness, mistreatment and career exploration;
- (c) be the official student representative for student matters that pertain to student health, wellness, mistreatment and career counseling;
- (d) communicate policies and resources relating to student health, wellness, mistreatment and career counseling to the student body;
- (e) collaborate with the medical society and class council preclerkship and clerkship representatives to acquire student feedback and execute initiatives relating to student health, wellness, mistreatment and career counseling; and
- (f) enact their duties as outlined in the Medical Society By-Laws.

The Vice President Student Affairs(') shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).

7.23 VICE PRESIDENT INTERNATIONAL STUDENTS(')

The Vice President International Students(') shall:



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- (a) communicate international student concerns and opinions with respect to foundation curriculum, clerkship, career exploration, summer opportunities to Faculty and vice versa;
- (b) be the official international student representative for curriculum, financial, and post-graduate matters that pertain to all courses or to courses that are proposed;
- (c) work with key faculty to assess areas of improvement in terms of health, wellness, and career exploration of international students at the Faculty of Medicine;
- (d) communicate any changes in the curriculum to the student body whom are affected by the change;
- (e) enact their duties as outlined in the Medical Society By-Laws.

The Vice President International Students(') shall hold their office for a two (2) year term (until September thirtieth (30th) of the second (2nd) year following their election).



8. THE EXECUTIVE COUNCIL

8.1 POWERS

The Executive Council shall administer the business and affairs of the Society and shall exercise all the powers of the Society according to the articles and spirit of this Constitution. The Council powers and responsibilities shall include, but is not limited to:

- (a) enacting, amending, repealing, and enforcing the By-Laws in accordance with the provisions of this Constitution, such that no By-Law be passed which contravenes the Articles or spirit of this Constitution;
- (b) administering the Student Activity fee and all other funds accruing to the Society;
- (c) engaging in any legal or commercial undertaking necessary to achieve the objectives or purposes of the Society;
- (d) calling General Meetings;
- (e) initiating a Referendum;
- (f) recognizing Medical Society Affiliated Clubs;
- (g) recognizing any General Member of the Society who has been appointed as a spokesperson by a recognized Medical Society Affiliated Club, Committee, or Faculty Committee;
- (h) granting funds to any Medical Society Affiliated Club, Committee or Representative as requested for their activities. The Society shall retain regulatory control of funds granted, including the right to withdraw any grant of funds made to any Medical Society Affiliated Club, Committee or Representative under its jurisdiction if, in the



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opinion of the Executive, the monies so granted are being used for purposes for which they were not granted;

- (i) setting the financial criteria to which Medical Society Affiliated Clubs, Committees or Representatives applying for funds shall adhere;
- (j) promoting or advising the actions of any Medical Society Affiliated Clubs, Committees, or Representatives as the Executive may deem necessary;
- (k) employing personnel, provide for their remuneration and define their responsibilities;
- (l) providing for the maintenance of Society property and any facilities required for the furtherance of the objectives and purposes of the Society;
- (m) representing the student body at official functions and on public occasions;
- (n) forming Ad Hoc, Standing and Special Event Committees;
- (o) giving reports at the Medical Society Annual General Meeting regarding any constitutional amendments, budgets, year-end reports and other motions deemed necessary for review by the Executive Council;
- (p) orienting new Executives to the responsibilities of their office and contribute to the development and updating of their office; and
- (q) take positions on societal issues of importance when they are brought to the medical society or when the council deems appropriate.



8.2 COMPOSITION

The Council shall be composed of the Executives of the Society, including:

- (a) the President of the Medical Society;
- (b) the President-Elect of the Medical Society;
- (c) two (2) Vice Presidents Internal Affairs St. George;
- (d) two (2) Vice Presidents Mississauga;
- (e) two (2) Vice Presidents Mississauga Internal Affairs;
- (f) two (2) Vice Presidents Education;
- (g) two (2) Vice Presidents Finance;
- (h) two (2) Vice Presidents Communications;
- (i) two (2) Vice Presidents External Affairs;
- (j) two (2) Vice Presidents Global Health;
- (k) two (2) Vice Presidents Community Affairs;
- (l) two (2) Vice Presidents Publications;
- (m) two (2) Vice Presidents Mississauga;
- (n) two (2) Year 1 Class Council Presidents;
- (o) two (2) Year 2 Class Council Presidents;
- (p) two (2) Year 3 Class Council Presidents;
- (q) two (2) Year 4 Class Council Presidents; and
- (r) two (2) MD/PhD Class Council Presidents.



8.3 NON-VOTING MEMBERS

The following elected Medical Society Executives shall be recognized as non-voting members of the Executive Council:

- (a) the Speaker of the Medical Society; and
- (b) the Executive Administrator.

8.4 CALLING OF MEETINGS

Regular meetings of the Executive Council shall be held at a minimum of once per month during the academic year and shall be open to all members of the Society unless otherwise specified. Additional meetings of the Executive Council may be called by the President at their discretion or at the request of any Executive by way of notice sent by mail, facsimile, or any other electronic means capable of being read and printed distributed to all members of Council no less than twelve (12) hours prior to the time set for the meeting.

8.5 PARTICIPATION BY WAYS OF TECHNICAL MEANS

A member of the Executive Council may, under reasonable circumstances, participate in a meeting of the Executive Council by way of teleconference, which enables such member to hear and communicate well with the Council. Such a member shall be deemed to have attended the meeting.

8.6 QUORUM AND PROCEDURE

Quorum for a meeting of the Executive Council shall be a Simple Majority of the Executives of the Society. The conduct of the Executive Council meeting with respect to rules of order, agendas, motions, and debate shall be at the discretion of the Speaker.



8.7 VOTE

Each Executive shall be entitled to one (1) vote for resolutions, motions, and decisions of the Executive Council. The Speaker and the Executive Administrator shall not have the right to vote at meetings of the Executive Council.

8.8 PLACE OF MEETING

Executive Meetings shall be held in the City of Toronto, Province of Ontario or in the City of Mississauga, Province of Ontario. Video conferencing will be available for off site attendees.

9. REFERENDA

9.1 GENERAL

Members of the Society shall be able to exercise their democratic right to shape and govern the Society through voting in Referenda.

9.2 POWERS

Referenda may establish, amend, or rescind articles of the Constitution, the By-laws, and any policy of the Society except the By-laws governing the finances of the Society.

9.3 PROCEDURES AND CALLING OF REFERENDA

A Referenda question may be submitted to the Society for a vote by:

- (a) a motion passed by Simple Majority vote of the Executive Council; or
- (b) a petition signed by five percent (5%) of Members of the Society submitted to the Speaker.



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The Speaker of the Society shall act as the Chief Electoral Officer and shall be responsible for the conduct and administration of the Referenda, subject to the articles of this Constitution and the By-laws.

9.4 VOTING

All Members of the Society shall be entitled to one (1) vote for Referenda. Unless otherwise provided for in this Constitution or the By-laws, all Referendum questions shall be decided by a Simple Majority. Voting by proxy is not permitted.

9.5 QUORUM

The quorum for a Referenda shall be ten percent (10%) of Members of the Society.

10. GENERAL MEETINGS

10.1 GENERAL

There shall be a forum in which Members of the Society can assemble and engage in discussion and debate on matters of the Society in person, known as the General Assembly. The General Assembly shall:

- (a) provide a forum in which any Society member can address the Executive Council on any issues pertaining to performance and Medical Society programming;
- (b) provide a forum in which Executive Council members can address the student body and explain past, current and future programming.
- (c) be the forum in which Honorary Membership is granted to nominees who are eligible.



10.2 POWERS

A General Meeting may establish, amend, or rescind any policy of the Society except the following:

- (a) the Constitution or the By-laws; and
- (b) membership fees or other financial matters of the Society.

Nominations for Honourary Membership shall be considered at General Meetings.

10.3 PROCEDURES AND CALLING OF GENERAL MEETINGS

There shall be a General Meeting once per year, called and administered by the Speaker. Items on the agenda shall be submitted to the Speaker one (1) week prior to the date of the General Meeting by either:

- (a) four (4) Executives of the Society; or
- (b) a petition of fifty (50) Members of the Society.

Additional General Meetings may be called by the Speaker if a written request is submitted to the Speaker by:

- (c) a motion passed by Simple Majority vote of Council; or
- (d) a petition of fifty (50) Members of the Society.

Notice of a General Meeting shall be distributed to all Members of the Society by electronic means capable of being read and printed, specifying the date, time, and place of such a meeting. Notice of a General Meeting must be distributed no later than forty-eight (48) hours prior to the meeting.

General Meetings shall be administered by the Speaker of the Society in accordance with *Robert's Rules of Order*, subject to



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any special rules of procedure adopted by Council if deemed necessary by Council.

10.4 PLACE OF MEETING

General Meetings shall be held in the City of Toronto, Province of Ontario or in the City of Mississauga, Province of Ontario. Video conferencing will be available for off site attendees.

10.5 QUORUM

Quorum for a General Meeting shall be fifty (50) Members of the Society. The Speaker and the Executive Administrator shall not be counted towards the quorum of a General Meeting.

10.6 ADJOURNMENT

If quorum is not reached at a General Meeting, those Members present shall have the power to adjourn the meeting until the quorum is reached. No notice is required for any adjourned meeting provided a quorum is reached. At the continuance of the meeting, the Members may resume dealing with the business for which the original meeting was called.

10.7 VOTING

All Members of the Society shall be entitled to vote at a General Meeting. Unless otherwise specified by the Constitution or the By-laws, all questions submitted to a General Meeting shall be determined by a Simple Majority. Voting by proxy is not permitted.

The Speaker and the Executive Administrator shall not be permitted to vote at a General Meeting.



10.8 RATIFICATION

All motions adopted at a General Meeting must be submitted to an online vote for ratification overseen by the Speaker acting as the Chief Electoral Officer. The quorum for online ratification shall be ten percent (10%) of the Members.

11. COMMITTEES AND REPRESENTATIVES OF THE SOCIETY

11.1 GENERAL

The Executive Council may create Medical Society Committees and delegate some of its powers and responsibilities to these Committees. There shall be three types of Committees:

- (a) Standing Committees of the Medical Society;
- (b) Ad-Hoc Committees of the Medical Society; and
- (c) Special Event Committees of the Society.

11.2 STANDING COMMITTEES

The Executive Council shall create Standing committees for the planning and development of ongoing initiatives of the Executive Council.

11.3 AD-HOC COMMITTEES

The Executive Council shall create Ad Hoc committees for the planning and development of events and initiatives requiring more time and attention than can be provided at regular meetings of the Executive Council.



11.4 SPECIAL EVENT COMMITTEES

Special Event Committees shall be created for the planning, delivery and follow up of regular, large-scale events affiliated with but not exclusive to the Society. Medical Society Special Event Committees shall be affiliated with and accountable to the Society but are recognized as being independent of general Society activities.

11.5 REPRESENTATIVES TO FACULTY COMMITTEES

There shall be Medical Society Representatives to Faculty Committees who shall be elected or selected to represent the concerns, interests and ideas of Undergraduate Medical students to committees of the Faculty of Medicine concerned with admissions, curriculum, student assessment and awards for Undergraduate Medical students and/or the Faculty of Medicine as a whole.

11.6 ACCOUNTABILITY OF REPRESENTATIVES

All Medical Society Committee members and Medical Society Representatives to Faculty Committees are responsible for submitting Annual Year-End and Transition Reports to the Executive Administrator

12. MEDICAL SOCIETY AFFILIATED POSITIONS (MSAPs)

12.1 GENERAL

Medical Society Affiliated Positions (MSAP) are offices that carry out functions that are integral to the mandate of the Medical Society. Office bearers represent the Medical Society on specific faculty-mandated committees, serve as organizers of campus-wide or external events that require the Medical Society's participation, or co-ordinate other internal and external



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programs, events, and publications.

Office-bearers of MSAP positions have autonomy in the planning and execution of their offices but shall be hired and undergo transition as outlined in the Medical Society By-Laws.

A current list of MSAP offices shall be maintained in the Medical Society By-Laws.

12.2 CREATION OF MSAPs

The Executive Council shall designate certain offices as Medical Society Affiliated Positions.

In creating Medical Society Affiliated Positions, the Executive Council shall give consideration to the degree of autonomy required in the position and the extent to which the mandate of the office is integral to the mandate of the Medical Society as a whole

12.3 SELECTION

Members holding the office of an MSAP shall be selected by the Executive Council and its committees in accordance with the procedures set out by the By-laws.

12.4 ACCOUNTABILITY

All Medical Society Affiliated Positions are responsible for submitting Annual Year-End and Transition Reports to the Executive Council.

13. MEDICAL SOCIETY AFFILIATED CLUBS

13.1 GENERAL

Medical Society Affiliated Clubs shall be recognized as clubs that represent specific interests of undergraduate medical students



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and/or provide opportunities for students to engage in activities outside of their academic experiences.

14. THE RUTH KURDYAK MEDICAL ALUMNI STUDENT LOUNGE

14.1 GENERAL

The function of the Ruth Kurdyak Medical Alumni Student Lounge shall be dedicated to meeting the needs of the Medical Society Members. No organizations outside of the Faculty of Medicine shall be allowed to use the Alumni Lounge, unless their request is approved by the Executive Council.

14.2 MANAGEMENT AND MAINTENANCE

The VP Internal Affairs(') shall be responsible for the upkeep and maintenance of the Lounge and its amenities, in consultation with the Medical Alumni Association and with assistance from the Medical Society Office Manager. Bookings must be made through the Medical Society Office Manager, under the supervision and ultimate authority of the VP Internal Affairs(').

15. FINANCES

15.1 GENERAL

The Society shall operate as a non-profit organization.

15.2 FISCAL YEAR

The fiscal year of the Society shall be from the first (1st) of July to the thirtieth (30th) of June of the following year.



15.3 ANNUAL BUDGET

The Vice-President Finance(s), with other members of the Executive Council, shall prepare the annual budget of the Society and present it to the Executive Council for approval no later than the May meeting of the Executive Council. It shall be reasonable for the budget to contain a contingency fund.

The Vice-President Finance(s) shall present the amount of funding requested and granted to each funding applicant pending Executive Council approval, as well as the criteria used to determine budget allocations, to the Executive Council.

15.4 CONTRACTS

In the absence of a decision to the contrary by the Executive Council, deeds, transfers, assignments, contracts, obligations, and other instruments in writing requiring execution by the Society shall be signed by both the relevant Executive specified in the By-laws and the President, or such other person or persons as may be determined by the Executive Council from time to time. The Council may also authorize, in general or specific terms, any person to sign any document in the name of the Society.

15.5 BILLS OF EXCHANGE

Cheques and other bills of exchange drawn, accepted or endorsed in the name of the Medical Society shall only be valid if signed by the VP Finance(s). Under exceptional circumstances (such as unforeseen absence of both VP Finance(s)), the President of the Medical Society may serve as an alternate signature. All monies of the Society shall be deposited in the name of the Society. Any two (2) of such Executives may endorse the bills of exchange in the name of the Society, for depositing into the account of the Society or for collection on account of the Society through its bankers. Any two (2) of such



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Executives may discuss, settle, balance and certify all account books with the Society's bank and in its name; such Executives may also receive all paid cheques and vouchers and sign all of the bank's forms of settlement of balances and release or verification slips.

15.6 DEPOSITS

The funds of the Society may be deposited to the credit of the Society with one or more banks or financial institutions situated either within or outside of Canada, as may be determined by the Executive Council.

15.7 ACCOUNTS

The accounts of the Society shall be open to all members of the Society and copies of the audited financial statement shall be available in the Medical Society Office via a meeting with the VP Finance(s).

15.8 AUDITOR

All books and documents of the Society shall be audited by an Auditor selected by the VP Finance(s) at the end of the fiscal year. The Auditor shall submit a report, which shall be presented to the first meeting of the Executive Council following the receipt of the report from the Auditor.

15.9 MONTHLY FINANCIAL REPORTS

A Monthly Financial Report containing statements of total assets, income and expenditures compared against a budget for each of the committees and organizations financed by the Society shall be updated by the VPs Finance. The Monthly Financial Report shall be electronically available for the Medical Society Executive Council.



15.10 GRANTS TO EXTERNAL ORGANIZATIONS

Any organization that does not fall within this Constitution wishing to apply to the Medical Society for monetary assistance must do so by approaching the Executive Council. Any such request must be granted by a two-thirds (2/3) majority vote of the Executive Council.

15.11 CURRENT ACCOUNTS

The Executive Council may authorize current accounts for Medical Society Affiliated Clubs, Committees and Representatives.

It shall be the responsibility of the VPs Finance to compile a list of organizations with current accounts and to append such a list on a yearly basis.

15.12 MEMBER DEBTS

The Society shall not be responsible for any debts assumed by any student or member of the Society unless such debt has been contracted with the full consent of the Executive Council and is within the bounds of the Constitution.

Any member who expends Society funds without proper authorization shall be personally liable for such expenditure, and the Executive at its sole discretion shall have the right to recover from the member the amount of the unauthorized expenditure.

16. PROTECTION OF EXECUTIVES AND MEMBERS.

16.1 STANDARD OF CARE

Every Executive, Representative, Committee Member of the Society will, in exercising their duties and responsibilities, act with the best interest of the Society in mind. Members shall exercise the care, diligence, skill, and honesty that a reasonably



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prudent person would exercise in comparable circumstances. Every Executive, Representative, Committee Member of the Society shall comply with the Constitution, By-laws, and other policies set out by the Executive Council.

16.2 NO RIGHT TO CONTRACT

An Executive, Representative, or Committee Member of the Society shall not be permitted to contract with the Society, directly or indirectly, either in their personal capacity, through a corporation where the Executive, Representative, or Committee Member of the Society is a shareholder or officer or through any other representative of the individual or such corporation.

16.3 CONFLICT OF INTEREST

All Executives, Representatives, or Committee Members of the Society shall avoid placing themselves in situations where a conflict of interest between their personal interest and that of the Executive Council and the Society could exist. Examples of a conflict of interest include, but is not limited to, a situation where the individual shall have material, financial, or personal gain from the situation at hand. Where such a conflict could exist, Members shall declare their conflict to the relevant decision making body and/or to the Executive Council and should abstain from any decision making. In a situation where the individual wishes to participate in the decision making process, the decision making body shall determine whether the individual in question can participate by a Simple Majority vote. The individual in question may participate in this vote.

16.4 INDEMNITY OF MEMBERS

The Executive Council may indemnify a present or former Executive, or another individual who acts or acted at the Executive Council's request as an Executive or in a similar capacity of another entity, against all costs, charges, and expenses, including an amount paid to settle an action or satisfy



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a judgement, reasonably incurred by the individual in respect of any civil, criminal, administrative, investigative, or any other proceeding in which the individual is involved because of that association with the Executive Council or other entity if:

- (a) the individual acted honestly and in good faith with a view to the best interests of the Executive Council or, as the case may be, to the best interests of the other entity for which the individual acted as Member or in a similar capacity at the Society's request; and
- (b) in the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, the individual had reasonable grounds for believing that the individual's conduct was lawful.

The Executive Council may indemnify such a person in all such other matters, actions, proceedings, and circumstances as may be permitted by the law. Nothing in the Constitution shall limit the right of any person entitled to indemnity to claim indemnity apart from the provisions of the Constitution.

17. AMENDMENT OF THE CONSTITUTION AND BY-LAWS

17.1 AMENDMENT OF THE CONSTITUTIONS

Unless otherwise provided for by law, the Constitution may be amended, superseded, or repealed by way of a Referendum.

17.2 CONFORMITY WITH THE FACULTY

Should the Faculty of Medicine amend its bylaws such that the number or nature of student representation on any committee is changed, this Constitution shall be automatically changed to conform.



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17.3 AMENDMENT OF THE BY-LAWS

Unless otherwise provided for by law or by Articles in this Constitution, the By-laws may be amended, superseded, or repealed by:

- (a) a resolution passed by the Executive Council by means of a two-thirds (2/3) majority vote by Council; or
- (b) a Referendum.

18. EFFECTIVE DATE

This Constitution shall come into force when adopted by the Executive Council and confirmed by way of Referendum of the Members.



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Constitutional History

Constitutional Draftees (Version May 2009):

Cait Champion (1T2, Vice President External 2008-2010)

Kenneth Lee (1T2, Vice President Communications 2008-2010)

Jess Page (1T2, Vice President Internal 2008-2010)

Raheem Peerani (1T2, Speaker 2009-2010)

Rami Shoucri (1T2, President-Elect 2009)

Kenneth VanDewark (1T2, Vice President Education 2008-2010)

(Version December 2010):

Raheem Peerani (1T2, Speaker 2009-2010)

(Version May 2011):

Diana Choi (1T4, Executive Administrator 2010-2011)

Jana Dengler (1T3, Speaker 2010-2011)

Reena Mohan (1T3, Executive Liaison for the Mississauga Experience
2009-2011)

Jacob Surkont (1T4, Vice President Internal 2010-2012)

Ahmed Taher (1T4, President-Elect 2011)



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Rewrite (February 2016):

Benjamin Fung (1T9, Executive Administrator 2015-2016)

Adam Rosen (1T8, Speaker 2015-2016)

Marko Popovic (1T9, VP Internal Affairs Jr. 2015-2016)

Sujen Saravanabavan (1T9, VP External Affairs Jr. 2015-2016)

Roland Xu (1T8, President 2015-2016)

Mike Taglione (1T8, VP Communications Sr. 2015-2016)

Katie Mattina (1T8, 1T8 Class Co-President, 2014-2018)

Rewrite (August 2019):

Sahar Zarabi (2T2, Speaker, 2018-2020)

Nishila Mehta (2T2, President, 2018-2020)

Steven Botts (2T2, VP Publications Sr., 2018-2020)

Christopher En (2T2, 2T3 Class Co-President, 2018-2020)

Krish Bilimoria (2T2, VP IPE Sr., 2018-2020)

Rewrite (August 2020):

Kenneth Williams (2T3, Speaker, 2019-2021)

Calandra Li (2T3, President, 2019-2021)

Mughda Khondker (2T3, VP Publications Sr., 2019-2021)



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Christopher McChesney (2T3, VP MAM Sr., 2019-2021)

Jennifer Kao (2T3, 2T3 Class Co-President, 2019-2021)

Evan Tang (2T3, VP IPE Sr., 2019-2021)

We acknowledge the unnamed colleagues who came before us since 1843 and developed previous versions of this document. We hope to continue their legacy with this document.