

**University of Toronto Mississauga
Mandarin International-student
Christian Fellowship
(UTMMiCF)**

CLUB CONSTITUTION

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Article I: Name

The name of this organization is University of Toronto at Mississauga Mandarin International-student Christian Fellowship (MiCF-UTM), hereafter to be referred to as "MiCF".

Article II (a): Primary Purpose

- Introduce the salvation of God to non-believers and actively promote evangelistic work on campus
- Help Mandarin-speaking believers to have a regular fellowship at campus and deepen their spiritual lives
- To establish a homely atmosphere by committing to support one another in a community of fellowship through sharing and prayer
- Through the support of local non-profit organizations in the area, to help mandarin speaking students with social and life skills necessary for living and working in Canada; with a special focus on international and immigration students.
- MiCF fundamentally serves a non-profit function within the University of Toronto Mississauga, and will not engage in activities that are essentially commercial in nature.

Article II (b): Secondary Purpose

- Helping Students to establish a value system based on Biblical faith in God.
- MiCF will contribute to the social well being of campus by exemplifying the love of God to people of all cultural, religious and social backgrounds.
- Using the mandarin language to teach the truth from the word of God effectively, so members can participate in fellowship with one another.
- MiCF is an independently recognized organization working within the University of Toronto Mississauga community. MiCF will also engage in social, spiritual and religious activities with other clubs.

Article II (c): Statement of Faith

- The unity of the Father, the Son, and the Holy Spirit is God in three persons. The three are united and are one God.
- God has sovereignty in creation, revelation, redemption and final judgment.
- The Biblical Scripture is divinely inspired and is thus infallible. The Biblical Scripture holds supreme authority in all matters of faith and conduct.
- Human nature is universally sinful and guilty since the fall, rendering man subject to God's condemnation and punishment.
- Jesus Christ died, resurrected, and is alive.
- Redemption from guilt, penalty, and power of sin is possible only through the sacrificial death, as our Representative and Substitute, of Jesus Christ, who is the Incarnate Son of God.
- The Holy Spirit moves a person to understand and confess that Jesus Christ is Lord.

- The Holy Spirit intercedes on behalf of, indwells in and works for and within believers.
- There is one holy universal Church, which is the body of Christ, and to which all true believers belong.
- The second coming of the Lord Jesus Christ to this world is anticipated.
- Believers shall receive eternal life and non-believers eternal suffering upon judgment.

Article III: Membership

Types of Membership

- Associate membership is available to any student, faculty, staff and alumni within the University of Toronto community.
- Membership is available to any individual within the University of Toronto community who desires or is interested in pursuing Jesus Christ as his or her personal Savior and Lord.
- The membership fee will be free(\$0).

Responsibilities of Membership

- Associate members and Members are responsible for their own conduct in all matters within the MiCF context; specifically their actions shall not violate any laws or by-laws that have jurisdiction within the MiCF context. Furthermore, conducts of Associate members and Members cannot purposefully alter, tamper with, or destroy the above statement of faith found in Article II(c)
- Members shall also support the MiCF by affirming the purpose and the work of MiCF. Furthermore, members shall know and understand the MiCF Constitution and agree to abide by the articles and by-laws contained therein.

Grounds for Revocation of Membership

- Failure to fulfill the Responsibilities of Membership described above such that the associate member or member violates laws or by-laws; or the member performs acts of heresy (Defined as any acts that are attempting to alter the statement of faith found in Article II(c)) and/or immorality is grounds for the revocation of his/her membership. Revocation of membership shall be effective upon a unanimous vote by the Executive committee. This vote shall be carried out at the discretion of the Executive committee if previous attempts at reconciliation and/or discipline have failed.
- Revoked members will be entitled to an appeal process should he/she choose to appeal to the general members after notification of revocation. All members who have had at least 50% attendance since the beginning of current school year have the right to vote on this matter and appeal process will hold only if there are at least 50% or more from the 50% attendance members since the beginning of current school year attend the revocation to vote the matter. The committee will explain the reason for revocation and the member in question will present his/her appeal before all members present. Each member will be given one anonymous ballot with an option of “yes” or “no” and the count of 50%+1 eligible votes will be considered the final decision. Eligible vote is define as a ballot with no name

and one and only one option is clearly selected

Article IV (a): Executives List

- The Executive committee members shall be members who are full-time undergraduate students with a status of good standing and sincerely adhere to the Statement of Faith in Article II (c).
- The executive committee shall be comprised of four (4) elected officers. These include a President, a Vice President, a Treasurer, and a Secretary.
- The officers of the Executive committee responsible to UTMSU shall be:
 - President
 - Vice President
 - Treasurer
- In the case that an executive officer's position cannot be filled at the election during the Annual General Members' Meeting, a member may be appointed to the position by the Executive committee given that at least 80% of the Executive committee members agree. There shall be, at most, one such appointed officer of the executive committee member per term.
- The term of office during which the officers of the Executive committee shall be obligated to discharge their duties and responsibilities shall commence on May 1st and end on May 1st of the following year.
- Executive committee must attend at least 80% of committee meeting and fellowship meeting.
- Positions in the Executive Committee:
 - **President**
 - In charge of all meetings held for the executive committee, and also responsible for ensuring each member of the committee carry out their role in a responsible and appropriate manner.
 - Responsible for inviting guest speakers
 - Call up meetings; create meeting agenda with the help of Vice-president
 - Co-signing authority on financial statements and cheques
 - Attend inter-club meetings when necessary
 - Organize prayer meetings
 - Establish monetary and non-monetary sponsorship with non-profit or commercial organizations
 - Responsible for the UTMSU audit
 - **Vice-President**
 - In charge of booking rooms and resources

- In charge of all administrative work (i.e. filing important documents)
 - Establish and maintain relations with other Christian or non-Christian clubs on campus
 - Sharing the Gospel of God to non-believers on campus
 - Establish a core group of helpers that will join in on Gospel sharing on campus
 - Coordinate the schedule of helpers and the ongoing maintenance of outreach location and timing
 - In charge of caring for members and responsible for organizing caring list and maintain prayer request list with all members
- **Treasurer**
 - In charge of all financial matters
 - Responsible for the proper management of all club funds and cash flow
 - Co-signing authority of signing cheques
 - Record all financial transactions of the group
- **Worship Team Director**
 - In charge of coordinating musical worship at fellowship meetings.
 - Arrange for music equipment and/or instruments
 - Ensure proper management of materials such as overhead transparencies, markers, and so on.
- **Secretary**
 - Maintain list of members
 - Record notes during meetings
 - Organize food and drinks for fellowship meetings
 - Keep track of attendance for weekly meetings. In the event that the one is not present, he/she must arrange for another executive member to perform this duty.
- **Devotional Leader**
 - Develop and maintain devotional materials for members
 - Organize weekly devotions.
 - Coordinate Pre-Bible study.

- **Event Coordinator**
 - Plan and organize on and off campus activities
 - Maintains smooth event coordination, promote upcoming events

Article IV (b): Advising and Counseling

MiCF must only be advised and counseled by counselors that are approved by majority of the executive committee members.

- **Advisor**
 - Can be a former executive committee member or helpers from local church or other Christian organizations that agrees with the statement of faith found in Article II(c)
 - Advise and guide the current executive committee according to Article II.
 - Attend inter-club meetings when necessary

Article V: Meetings

- Executive Meetings are to be held at least twice a month and whenever necessary.
- Executive Meetings are to be called up by one of the officers of the executive committee.
- Meetings with guest speaker are to be held when necessary by the President, or by the representative appointed by the President.
- Fellowship meetings will be held weekly throughout the school year including summer term except during the examination periods and Winter break.
- Prayer meetings and Bible studies will be held once a week.
- An annual election of executive committee members is to be held at the Annual General Members' Meeting by end of February. The Treasurer will present financial statements.
- General Members' Meeting is to be called by the president or an affirmative vote of at least two-thirds of the executive members whenever the need arises and will be called at least once in the Academic year and open to all member of the club.
- A representative from the executive committee must attend all UTMSU general club meetings.

Article VI: Elections

- All members who have at least 50% attendance (attendance will be noted by executive members; secretary to keep track) are eligible to elect and to nominate.
- All nominees must be members who are aware of the MiCF Club Constitution, are full-time undergraduate students with good academic standing, and are in

agreement of Article II.

- Each nomination shall be proposed by soliciting member nominations, each member may nominate up to 4 names on their ballots on nomination meeting, and alternatively early ballots can be submitted via email to the club mailbox. Members with the intent to run for elections may not approach other members for nomination.
- A valid nomination is one that consist of two different ballots nominating for the same person and same position
- All nominations should have the consent of the nominee prior to the election.
- If a position has multiple nominees, the one with the most votes will be elected.
- If a position has only 1 nomination then he/she shall be elected by two-thirds of the members present and voting at the election meetings.
- An individual may not hold a specific position for more than two consecutive terms.
- An individual shall not vote for the position for which he or she is a nominee.
- The election will take place by secret ballot.
- Election will be held by the last fellowship meeting of February.
- Advertising for elections will take place at least two weeks prior to election and must be visible throughout the campus. Members will be notified through email.
- All election advertisements must be submitted to the VP Campus Life or Clubs Administrator, and must be approved by the Clubs Committee.
- All elections that take place will have a Chief Returning Officer (CRO) supervising the electoral process. The CRO must be non-biased and approved by the club executive and the Clubs' Coordinator.
- CRO 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 March
- CRO shall select three (3) election dates before March 30th 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.
- A nomination period following the advertising period will occur for one week, and will inform UTMSU in advance.
- Members will support the team as a whole for the following year's Executive Committee members.
- In the case of a by-election, the regulations from this article and UTMSU clubs handbook section Requirements for UTMSU recognized clubs points 1-14 still apply.
- Any complaints that arise during the course of elections, or as a result of elections, must be brought to the attention of the Clubs' Administrator, in written form, within 72 hours of the elections.

Article VII: Fianance

- 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.

Article VIII: Removal from Office

- Removal from office will occur after VP campus life has issued two verbal warnings and the executive have issued one written warning. The warning will state the problem(s) and the steps to be taken to resolve them.
- An executive member may be removed from office for failing to perform his/her duties defined in the MiCF constitution, and by-laws. Such removal will occur if, and only if:
 - A request be submitted which should:
 - Be signed by 30% of the club membership
 - Specify the alleged incidents of neglect of duty
 - Upon receipt of request, the council shall be required to hold said referendum within twenty days.
- Removed officer will be entitled to an appeal process should he/she choose to appeal to the general members after notification of removal. All members who have had at least 50% attendance since the beginning of current school year have the right to vote on this matter and appeal process will hold only if there are at least 50% or more from the 50% attendance members since the beginning of current school year attend the revocation to vote the matter. The committee will explain the reason for removal and the officer in question will present his/her appeal before all members present. Each member will be given one anonymous ballot with an option of "yes" or "no" and the count of 50%+1 eligible votes will be considered the final decision. Eligible vote is define as a ballot with no name and one and only one option is clearly selected
- In case of an executive (other than President) being removed from office, a by-election can be held by consensus of the rest of executive committee, according to the election rules in Article VI. In case of President being removed from office, the two Vice-Presidents will share the responsibilities of the President.
- In the case of voluntary resignation by an executive committee member, three weeks notice must be given to the President or announced at an executive meeting. In the case that the position must be filled, a by-election will be held

immediately.

Article IV: Amendments

- The President will call a meeting, regarding the matter of revising the Constitution. The President will also chair the meeting.
- All executive members must attend the meeting.
- There must be at least a vote of 80% of the executive members in order for any changes or revision to be made.
- 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, The University of Toronto Mississauga Students' Union, etc) within two (2) weeks of its approval by general members.

This constitution was last amended Aug 22nd, 2023