

**University of Toronto Mississauga
Campus Christian Fellowship - Student Group
(UTMCCF)**

CLUB CONSTITUTION

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Article I: Name

The name of this organization is University of Toronto Mississauga Campus Christian Fellowship – Student Group (UTMCCF), hereafter to be referred to as “CCF”.

Article II (a): Purpose

To be a platform for active discussion and understanding of the Christian faith from a cultural perspective.

To deepen the spiritual lives of the members of the CCF and to have fellowship with one another.

To bear witness to the Lord Jesus Christ.

To stimulate active interest in evangelistic work on campus.

Article II (b): 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 all individuals within the University of Toronto community including students, staff, faculty and alumni.

Membership is available to any individual within the University of Toronto community who declares his or her faith in Jesus Christ as his or her personal Savior and Lord.

Those who are not from the University of Toronto community are welcome, however such individuals do not have the right to nominate, run and vote in elections and referenda. CCF does not discriminate against individuals due to age, gender, race, sexual orientation, religion, etc.; any and all are welcomed to attend.

Responsibilities of Membership

Associate members and Members are responsible for their own conduct in all matters within the CCF context; specifically their actions shall not violate any laws or by-laws that have jurisdiction within the CCF context.

Members shall also support the CCF by affirming the purpose, the ideology and the work of CCF. Furthermore, members shall know and understand the CCF 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 and/or immorality is grounds for the revocation of his/her membership. Members have the right to present his or her appeals and/or defenses to the Executive committee. If previous attempts at reconciliation and/or discipline have failed, a vote shall be carried out at the discretion of the Executive committee. Revocation of membership shall be effective upon a unanimous vote by the Executive committee.

Article IV (a): Executive

The Executive committee members shall be members who sincerely adhere to the Statement of Faith in Article II (b).

The officers of the Executive committee responsible to UTMSU shall be:

President

Vice President

Secretary

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 April 1st and end on April 1st of the following year.

Positions in the Executive Committee:

- ✓ **President**
 - In charge of all meetings held for the executive committee, and ensuring each committee member carries out their role in a responsible and appropriate manner
 - Responsible for inviting guest speakers
 - Call up meetings; create meeting agenda with the help of secretary
 - Co-signing authority on financial statements and cheques
 - Attend inter-club meetings when necessary
 - Acts as group's main contact person
- ✓ **Vice President**
 - Assist president with his/her duties
 - Preside meetings and perform president's duties in the absence of president
 - Attend inter-club meetings when necessary
 - In charge of booking rooms and resources
- ✓ **Treasurer**
 - In charge of all financial matters
 - Responsible for the proper management of group's income and expenditures
 - Submit group's financial information to university every semester
 - Co-signing authority of signing cheques
 - Responsible for the UTMSU audit
- ✓ **Secretary**
 - Record minutes and attendance for weekly meetings
 - In charge of all administrative work (i.e. filing and keeping record of important documents)
 - Communicate between the executive team and members as the liaison (either in person or through announcements on social media)
- ✓ **Worship Team Coordinator**
 - 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

✓ **Evangelism Coordinator**

- Plan and organize on and off campus outreach activities
- Connecting campus body with resources and education about the Christian faith
- Equip members for evangelistic work on campus

✓ **Welcoming Committee**

- Creating an inviting atmosphere for new members through hospitality (e.g., encouraging new members to participate in programs consistently)
- Following up with new members and gathering their contact information
- Organizing icebreaker activities for events

New positions may be created in September to accommodate for students interested in being an executive (especially first year students)

Article IV (b): Advising and Counseling

CCF must only be advised and counseled by advisors and counselors that are approved by at least 50% of the executive committee members.

Article V: Meetings

Executive Meetings are to be held at least once a month and whenever necessary.

Executive Meetings are to be called up by one of the officers of the executive committee.

Once during the Summer semester, after the new executive committee has commenced, a security audit will be conducted to update passwords and access information.

Meetings with guest speakers 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 except during the examination periods and winter break.

Prayer meetings and Bible study will be held once a week throughout the Fall and Winter Academic Semesters.

An annual election of executive committee members is to be held at the Annual General Members' Meeting in March. Financial statements will be presented by the Treasurer.

General Members' Meeting is to be called by the president or an affirmative vote of at least two-thirds of the executive members at least once in the Academic Year. General Meetings are open to all members and associate members of the club.

A representative from the executive committee must attend all UTMSU general club

meetings.

Article VI: Elections for the Executive Committee

Election procedures will follow the dates set by UTMSU for that year. If election procedures are deemed to be unfair by reasonable standards, results will be subject to petition by a member and a re-election will be held under the supervision of the UTMSU Clubs' Coordinator. Executive Committee members are elected by majority vote.

Election Procedures:

- All registered clubs must hold an election by the end of February.
- Elections must open to all interested candidates that are UTMSU registered members of the club.
- Advertising for elections are mandatory and are to take place over a period of a minimum of one week. Advertising must be visible throughout campus. Mass emails should be sent to all UTMSU registered members of the club as well as the Clubs Coordinator and VP Campus Life prior to the week of accepting nominations.
- All elections must have a CRO (Chief Returning Officer) supervising the electoral process. The CRO must be non-biased and must be approved by the club executive and the Clubs' Coordinator.
- A nomination period following the advertising period should be set for a period of at least one week. A campaign week will be held in the week following nominations' close.
- Elections are to take place at a location designated for this purpose by the clubs' executive in the week following campaigning, consisting of a period of two or three days. In the case of a by-election, clubs must still follow the above regulations.
- If no one opts to run in the election for a particular position, the former executives have the right to collectively appoint a suitable candidate for that position. This candidate must be subsequently approved by the VP Campus Life.

****Any complaints that arise during the course of elections, or as a result of elections must be brought to the attention of the Clubs' Coordinator in a written format within 72 hours of the election. The Clubs committee withholds the right to nullify any club 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 club status. Non-submission of election results will result in later loss of club status through the Clubs Committee. If undemocratic election procedures are suspected, the election results or even the club status may be put forward to the Clubs Committee by the VP Campus Life.****

Article VII: Removal from Office

Removal from office will occur after VP Campus Life has issued two verbal warnings

and the executive council 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 CCF 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.

In case of an executive being removed from office, a by-election will be held, according to the election rules in Article VII.

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 VIII: Amendments

The President will call a meeting, regarding the matter of revising the Constitution. The President will also chair the meeting.

At least 66% of executive members must both attend the meeting and vote either in favour or against. In the case of absence, executive members must vote on the proposed amendments within a week otherwise their vote is counted void. Any abstained votes are also counted void.

There must be at least a positive vote of 80% of the executive members with votes in order for any changes or revision to be made. Club members and associate members would then be notified of the amendments made to the Constitution.

This constitution was last amended June 22, 2023