

Constitution of Catalyst Fellowship

Updated as of April 26, 2025

Article I: Name and Purpose

1.1 The official name of the Campus Group will be Catalyst Fellowship.

1.2 The campus group may be referred to by the acronym CF.

1.3 The purpose, objectives, mission, and/or mandate of the organization is to preach the Gospel and make disciples in universities and colleges through vibrant, Christ-centered, and discipleship-focused fellowship. Catalyst Fellowship aims to foster spiritual growth and a faith-based community within the University of Toronto Scarborough.

1.4 Catalyst Fellowship fundamentally serves a non-profit function within the University of Toronto Scarborough and will not engage in essentially commercial activities.

1.5 Catalyst Fellowship operates as an independent entity working within the University of Toronto Scarborough community, subject to the values and policies of the University.

Article II: Membership

2.1 Membership is open to all students, staff, faculty, and alumni of the University of Toronto Scarborough.

2.2 Voting membership is open only to registered students of the University of Toronto.

2.3 Non-voting membership is open to University of Toronto staff, faculty, alumni, and persons from outside the University. Non-voting members do not hold voting rights unless otherwise stated.

2.4 The term of membership will be from September 1 to August 31 of each year.

2.5 Catalyst Fellowship will not collect a mandatory membership fee.

2.6 Catalyst Fellowship values and protects the personal information of its members and will use it only for internal purposes related to the delivery of services.

Article III: Rights of Members

3.1 All voting members have the right to:

- Participate and vote in group elections and meetings
- Communicate and explore all ideas
- Organize or engage in reasonable and lawful activities/events
- Freedom from discrimination based on sex, race, religion, or sexual orientation
- Freedom from censorship or interference by the University unless activities become unlawful
- Distribute published material on campus, provided it is lawful

3.2 All members have the responsibility to:

- Support the purpose and values of Catalyst Fellowship
- Contribute constructively to programs and activities
- Attend general meetings
- Respect peers and fellow members
- Abide by the constitution, University policies, and applicable laws

Article IV: Executive Committee

4.1 The Executive Committee shall consist of:

- Coordinator
- Outreach & Social Media Lead
- Treasurer
- Events Lead

4.2 The term for all positions on the Executive Committee shall be from May 1st to April 30th.

4.3 Only voting members (currently registered students) may hold voting positions on the Executive Committee.

4.4 Non-voting members may hold non-voting positions if any are created, but cannot serve as financial authority, signing authority, or primary/secondary contact.

4.5 Executive Committee Roles:

- **Coordinator:**

- Provides vision and leadership
- Acts as the official spokesperson
- Ensures activities align with CF's purpose and values
- Facilitates meetings and decision-making
- **Outreach & Social Media Lead:**
 - Manages partnerships and external relations
 - Oversees event planning and promotions
 - Handles social media and communications
 - Supports outreach initiatives
- **Treasurer:**
 - Maintains accurate financial records
 - Manages the group's budget, expenses, and funding
 - Prepares and presents financial reports to the Executive Committee
 - Ensures compliance with financial regulations
- **Events Lead:**
 - Assists the Outreach & Social Media Lead with planning and executing events
 - Coordinates logistics for activities, workshops, and social gatherings
 - Supports member engagement through event initiatives

4.6 Directors or Coordinators for various committees may be appointed, but will not have executive decision-making authority unless otherwise specified.

Article V: Elections

5.1 All voting positions on the Executive Committee shall be filled through an annual election.

5.2 All voting members are eligible to seek nomination and cast a ballot.

5.3 Non-voting members may only seek non-voting positions if any exist.

5.4 Elections must be conducted in a non-biased manner.

5.5 The nominee receiving the plurality of votes will be declared the winner.

5.6 In case of multiple vacancies, candidates with the highest number of votes will fill the positions.

5.7 If a position remains vacant, duties will be shared among the remaining officers until filled via a by-election.

Article VI: Termination of Membership

6.1 Membership or leadership removal may be initiated if a member/leader:

- Engages in unlawful activities
- Violates the constitution or University policies
- Infringes upon the rights of others
- Fails to fulfill organizational responsibilities

6.2 The removal process:

- First Tier: Verbal and written warning
- Second Tier: Written corrective action plan (14-day period to improve)
- Third Tier: Vote for removal by a two-thirds (2/3) majority at a valid general meeting

6.3 A member or leader has the right to speak at their removal hearing.

Article VII: Finances

7.1 Catalyst Fellowship's funds shall be expended according to an approved operating budget.

7.2 Unbudgeted expenses over \$100 must be approved at a general meeting.

7.3 The Coordinator shall prepare and present the budget in collaboration with the Treasurer.

7.4 The operating budget must be approved by a majority of voting members present.

7.5 The Coordinator and Treasurer will act as signing authorities.

7.6 Accurate financial records must be maintained and passed on to the incoming leadership.

7.7 Catalyst Fellowship accepts full financial and production responsibility for its activities..

Article VIII: Amendments

8.1 Amendments to this constitution require a two-thirds (2/3) majority vote at a general meeting.

8.2 All voting members may propose and vote on constitutional amendments.

8.3 The Executive Committee must submit the revised constitution to the Student Life programs office within two (2) weeks.

8.4 Amendments take effect only after being approved by the Student Life programs office.

Article IX: Additional Policies

Catalyst Fellowship must comply with:

- Student Groups Policy on the Recognition of Student Organizations [June 25, 2020]
- Policy on Open, Accessible, and Democratic Autonomous Organizations [July 1, 2016]
- Tri-Campus Guidelines on the Recognition of Campus Groups [October 1, 2024]