

University of Toronto Mandarin Chinese Christian Fellowship Constitution

Section I: Constitution

Article I: Name

The name of the organization is University of Toronto Mandarin Chinese Christian Fellowship or UTMCCF.

Article II: Purpose

1. To deepen the spiritual lives of the mandarin speaking students through bible studies and activities based on biblical truth.
2. To guide new and mature Christ believers to local churches for spiritual support and in-depth resources.
3. To bear witness to the Lord Jesus Christ.
4. To introduce to non-believers the salvation of Lord Jesus Christ.
5. To provide a venue for students who are interested in future ministry and missionary work.

Article III: Statement of Faith

1. The unity of the Father, the Son, and the Holy Spirit in the Godhead.
2. The sovereignty of God in creation, revelation, redemption and final judgment.
3. The divine inspiration and infallibility of the Scriptures, and its supreme authority in all matters of faith and conduct.
4. The universal sinfulness and guilt of human nature since the fall, rendering man subject to God's wrath and condemnation.
5. That 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.
6. The resurrection of Jesus Christ from the dead.
7. The necessity of the work of the Holy Spirit to make the death of Christ effective to the individual sinner, granting him repentance toward God and faith in Jesus Christ.
8. The indwelling and work of the Holy Spirit in the believer.
9. The one holy universal Church, which is the body of Christ, and to which all true believers belong.
10. The expectation of the personal return of the Lord Jesus Christ.

Article IV: Membership

Types of Membership

Membership is available to any individual within the University of Toronto community.

Responsibilities of Membership

Members must attend fellowship meetings at least once a month during the each term. Members are responsible for their own conduct in all matters within the UTMCCF context; specifically their actions shall not violate any laws or by-laws that have jurisdiction within the UTMCCF context whether they be University of Toronto by-laws or other laws of the land. Further, members shall support UTMCCF by recognizing the purpose, the ideology and the work of UTMCCF. Furthermore, members shall know and understand the UTMCCF Constitution and agree to abide by the articles and by-laws contained therein.

Grounds for Revocation of Membership

- Evidence of specific incidence of failure to meet the responsibilities, as specified in the above paragraph, by a member is sufficient grounds for the revocation of his or her membership. Evidence can be collected by any member, but must be verified by the Executive Committee prior to calling a revocation of membership meeting. Revocation of membership shall be effective immediately upon the vote of two-third of the general membership. The proceedings for the revocation of membership shall take place in a general meeting where charges and evidence against the member is presented to the general membership and the offender is allowed an opportunity to explain or defend himself or herself before the general membership prior to the voting procedure. Voting shall take place by secret ballot.

Article V: Executive Committee

1. The officers of the Executive Committee shall be:
 - a) President
 - b) Vice-President
 - c) Secretary
 - d) Treasurer
 - e) Devotional leader
 - f) Worship leader
 - g) Caring leader
 - h) Event coordinator
2. The term of office during which the officers of the Executive Committee shall be obligated to discharge their duties and responsibilities shall be called a "term" and shall commence on the 1st of September and end on the 31st of August of the following year.

Article VI: Finance

1. The UTMCCF shall be supported by free will offerings.
2. The fiscal year of the UTMCCF shall be from the 1st of September to the 31st of August of the following year.

Article VII: Amendments

1. The first version of this Constitution was adopted on September 4, 2007 by an affirmative vote of two-thirds of the total membership of the UTMCCF.
2. This version of the amended Constitution was adopted on July 13, 2009 by an affirmation vote of 70% of the total membership of the 2008-2009 term.
3. Constitutional and By-law amendments can be proposed by any member and changes and additions shall be adopted by an affirmative vote of the majority of the total membership of the UTMCCF. All members, whether executive committee members or not shall have equal vote on these amendments.

Section II: By-laws

Article VIII: Functional Duties of the Executive Committee

1. President
 - Plans, coordinates and directs the general welfare and improvement of UTMCCF.
 - Oversees all executive meetings.
 - Represents the Fellowship in external affairs (e.g. contact speakers, other groups and fellowships).
 - Audits the financial report in conjunction with a member appointed by the committee.
 - Reminds concerned parties to carry out decisions of executive meetings
 - Oversees the spiritual needs of the executive committee.
2. Vice-President
 - Assists in the responsibilities of the president and take up the president's responsibilities during his or her absence.
 - Is responsible for promotion of UTMCCF on campus.
 - Promotes interest in Christian literature and missions.
3. Secretary
 - Is responsible for all correspondence on behalf of the Fellowship.
 - Takes minutes for all executive meetings and is responsible for the maintenance of all archival material.
 - Compiles and updates directory and makes it available to members and associate members of the UTMCCF.
 - Is responsible for all acknowledgements of gifts to the Fellowship.
 - To make arrangements for worship leaders and chairpersons for public meetings
3. Treasurer

- Prepares the annual budget of the Fellowship.
 - Keeps records of the accounts of the Fellowship.
 - Prepares a semesterly (every 4 months) financial report that will be presented to the fellowship in the months of January, May, and September for the previous semester.
 - Promotes, collects and distributes all funds needed for the work of the Fellowship.
4. Devotional Leader:
 - Oversees the spiritual needs of the executive committee.
 - Cares for the spiritual needs of the brothers and sisters in the Fellowship.
 - Coordinates the follow-up of brothers and sisters in the Fellowship.
 - Oversees UTMCCF bible studies.
 5. Worship leader:
 - Coordinates the praise and worship component of UTMCCF.
 - Is responsible for the preparation of music sheets, transparencies and the maintenance of music equipment such as the keyboard.
 6. Caring leaders (one male and one female):
 - Facilitate the environment of UTMCCF whereby fellowship can be more interactive and enjoyable between UTMCCF'ers and visitors.
 - Arrange for ushers and general management details in preparation for public meetings.
 - Make arrangements for refreshments, recreation when necessary.
 - Make hospitality arrangement for short-term visitors to the Fellowship.
 - Are responsible for caring for new comers to UTMCCF.
 7. Event Coordinator:
 - Coordinates the non-bible study meetings.
 - Coordinates large events such as Christmas dinner and retreats in collaboration with the president.
 - Coordinates all small groups as the prayer groups.
 - Works in collaboration with the devotional leaders in overlooking small groups and maintaining accountability with small group leaders.

Article IX: Sub-Committees

When necessary, the Executive Committee shall appoint sub-committees whose office will be terminated when the specific duties are fulfilled. Members of the Executive committee shall be appointed to coordinate with the sub-committee.

Article X: Meetings

1. Executive Meetings are to be held once a month or when necessary to decide on the program and general welfare of the Fellowship.
2. Meetings with Guest Speaker are to be held at least once a month or as decided by the Executive Committee.
3. For every four meetings, two of the four shall be Bible studies.

4. Prayer and Fellowship meetings are to be at least once a month or as decided by the Executive Committee.
5. Annual General Members' Meeting is to be held immediately at the election meeting where the election of Executive Committee members who will take office in the following term takes place.
6. General Members' Meeting is to be called by an affirmative vote of the majority of the executive members whenever the need arises.
7. Extra-ordinary General Members' Meeting may be called by the president when necessary in case of urgent matters that require the decision of the majority of the members.

Article XI: Publications

The Executive committee reserves the right to approve all publications endorsed by UTMCCF.

Article XII: Elections for the Executive Committee

1. All U of T members are eligible to elect and to be elected.
2. The election will take place annually at the Annual general member meeting by secret ballot.
3. Each nomination shall be proposed by one member and seconded by two other members. Members with the intent to run for elections may not approach other members for nomination.
4. All nominations should have the consent of the nominee prior to the election.
5. All posts of the Executive Committee shall be elected by the majority of the members present and voting at the election meetings.
3. In the case of vacancy of an Executive position, whether it is due to an executive officer's position cannot be filled at the election during the Annual General Members' Meeting or resignation of an executive member, a member may be appointed to the position by the Executive Committee upon an unanimous Executive Committee vote. There shall be, at most, one such appointed executive committee member per term. Such appointment by the Executive Committee must be ratified by the general membership by the majority of the members present and voting at the bi-election meetings held for such purposes.
6. An individual may not hold a specific post for more than two consecutive terms.
7. An individual shall not vote for the position for which he or she is a nominee.

Article XIII: Quorums

1. The quorum for an Annual General Members' Meeting or Extra-ordinary General Members' Meeting shall be the majority of the total members of the UTMCCF.
2. The quorum for the Executive meetings shall be the majority of the Executive members.

Article XIV: Honourary Advisor(s)

4. The honorary advisor(s) shall be elected by a unanimous vote in the Executive Committee. After the appointment of the honorary advisor(s) is done by the Executive Committee, this must be ratified by the general membership by the majority of the members present and voting at a general membership meeting.
 1. The term of office for the advisor(s) is one term.
 2. The honorary advisor(s) receive vote in an executive capacity.

This constitution was last amended June 13, 2009.