Constitution of

McGill Students Christian Fellowship

Ratified by Club’s Membership on (DD/MM/YYYY):   25/08/2014

Ratified by SSMU Council on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I.               Article I:Name**

1.1            McGill Students Christian Fellowship also referred to hereinafter as the Club, or the Fellowship.

**II.             Article II: Mandate**

2.1         The Club’s mandate shall be:

2.1.1    To witness to the Lord Jesus Christ as God incarnate and to seek to lead others to a personal faith in him as Saviour and Lord; EVANGELISM IS A PRIME OBJECTIVE.

2.1.2    To deepen and strengthen the spiritual life of students and others by studying of the bible, by fellowship and by prayer; THE SPIRITUAL DISCIPLESHIP OF CHRISTIANS IS AN EQUALLY IMPORTANT OBJECTIVE.

2.1.3    To encourage Christians under the enablement of the Holy Spirit to demonstrate radical and sacrificial Christian love; THE LOVE OF ONE’S NEIGHBOUR AND ENEMIES IS A COMMANDMENT OF THE LORD.

2.1.4    To assist Christian students and faculty to explore, assert and proclaim to the educational community the relevance of the Christian faith to every issue of private and public concern; ALL TRUTH IS IN CHRIST.

2.1.5    To challenge Christian students and faculty with the privilege and obligation of participating in missionary outreach. To give and pray and serve in whatever area of life they are called by God; EVERY CHRISTIAN IS CALLED TO BE SENT.

2**.2         Code of Conduct**

2.2.1    The Club shall carry forth its mandate from an anti-oppressive and equitable standpoint AND equal respect shall be given to all members, including those of disadvantaged backgrounds, regardless of but not limited to gender, age, race, ethnic or national origin, religion, sexuality or sexual orientation, mental or physical abilities, language, or social class.

2.2.2    No member shall make personal profit from the club

2.2.3    Any executive member who fails to fulfill their responsibilities shall be subject to the expulsion procedure outlined in this constitution.

2.**3         Student Group Civility**

2.3.1    The club will maintain cordial and respectful relations with all other clubs, services and independent student groups.

2.3.2    The club will not use SSMU resources and/or their club status to prevent other clubs, services or independent student groups from fulfilling their mandate, including but not limited to their acquisition of resources and pursuit of activities.

2.3.3    If problems arise between groups, a member of the executive committee and/or collective of the club shall be responsible for contacting the SSMU Vice President of Clubs and Services and attempt to remedy the problem in a collegial fashion.

**2.4         Environment**

2.4.1    The club shall make attempts to regularly monitor the environmental impact of all its events and operations.

2.4.2 Clubs must attempt to utilize the services and resources available at SSMU in order to maximize capacities for equitable decision-making and environmental stewardship. These include but are not limited to the use of the plate club, green events guide, applications for the SSMU Green fund, assistance of the SSMU environment commissioners, environment committee and green events coordinators.

2.4.3    The club must attempt to find sustainable alternatives to the non-recyclable #6 plastic, effective waste management, providing vegan and vegetarian options, purchasing clothing which is ethically sourced and environmentally-friendly, purchasing local and sustainable alcohol, fair trade coffee and tea, and local and/or organic foods.

**2**.**5         Doctrinal Basis for Mandate.**

           The doctrinal basis of the Fellowship shall be:

2.5.1    The unique divine inspiration, integrity and authority of the Bible.

2.5.2    The deity of our Lord Jesus Christ.

2.5.3    The necessity and efficacy of the substitutionary death of Jesus Christ for the redemption of the believer, and the historic fact of his bodily resurrection.

2.5.4    The presence and power of the Holy Spirit in the work of regeneration, and His indwelling work in the believer.

2.5.5    The consummation of the Kingdom in the glorious appearing of the great God and our Saviour Jesus Christ.

**III.         Article III: Membership**

3.1     Membership for the fellowship shall be defined as active members at weekly small group studies, where the attendance is taken by small group (executive) leaders.

3.2        Membership for the club under the Students’ Society of McGill University is open to all SSMU and PGSS members, including those of disadvantaged backgrounds, regardless of but not limited to gender, age, race, ethnic or national origin, religion, sexuality or sexual orientation, mental or physical abilities, language, or social class.

3.3        Only Students’ Society of McGill University (SSMU) and Post Graduate Students’ Society (PGSS) members are eligible to be elected as officers and to hold voting privileges.

3.4         Associated non-voting membership is open to all others.

**IV.         Article IV: Executive Committee**

4.1          The Executive Committee (EC) shall administer the Club and oversee its events.

4.2          The EC is composed of EC members of the Club whom are designated with the following five primary  portfolios:

1. President
2. Vice-president external
3. vice-president internal
4. Vice-President of finance
5. Vice-President of communications

4.3    One or Two Inter-Varsity Christian Fellowship of Canada staff workers

4.4          Those on EC without a primary portfolio of  EC members are designated as an Executive-at-Large

4.5          The Executive-at-Large shall be designated with a secondary  portfolio.

4.6          The EC shall meet as frequently as it deems fit.

4.7          At least more than one half of the total  EC members must be present at an EC meeting in order for quorum to be met and for the meeting to proceed.

**V.             Article V: Portfolios**

5.1          The President shall:

5.1.1         Be the chief executive officer, chief representative, and chief spokesperson of the Club.

5.1.2         Oversee all aspects of the club.

5.1.3         Be the main point of contact between the SSMU VP Clubs and Services and the club

5.1.4         Ensure the smooth running of the Club as a whole through facilitation of, and mediation with, the various EC portfolios with a vision that is consistent with the Club mandate.

5.1.5         share the responsibility of chairing all EC meetings with a staff worker.

5.1.6         May cast the deciding vote in the event of a EC deadlock.

5.1.7         Co-sign all financial transactions with the vice-president of finance.

5.1.8        Ensure that the Club is abiding by the Constitution, By-laws and Policies of the Students’ Society of McGill University

5.2         The Vice President external shall:

5.2.1         Act as representative of the Club to the community within and outside of the University.

5.2.2         Oversee the planning and execution of large events for the Fellowship.

5.3         The Vice President internal shall:

5.2.1         Act as representative of the ec to the general members of mcgill christian fellowship.

5.2.2         act as the formal channel for concerns, complaints and suggestions presented to the ec.

5.4        The Vice President of Finance shall:

5.4.1         Oversee and coordinate funding for the activities and events of the club.

5.4.2         Be responsible for the collection of fees.

5.4.3         Co-sign all financial transactions with the President.

5.4.4         Ensure the funding and financial stability of the club.

5.4.5         Keep track of all financial transactions and receipts in order to prepare the biyearly audits for the SSMU

5.5        The Vice President of Communications shall:

5.3.1         Be responsible for communication within the Fellowship and with the Students’ Society of McGill University.

5.3.2         Maintain the website, listserv and social media accounts of the Fellowship.

5.6          The Inter-Varsity Christian Fellowship of Canada staff workers shall:

5.6.1        Share responsibility with the President for chairing all EC meetings

5.6.2        Invest in the spiritual growth and development of the Fellowship, with a focus on the members of the EC.

5.6.3         Be the primary point-of-contact between the Fellowship and Inter-Varsity Christian Fellowship of Canada (IVCF), and shall ensure that Fellowship members are exposed to the additional discipleship opportunities offered by IVCF.

5.6.4        Assist with the stewardship of the Fellowship’s mandate, and ensure that the mandate is congruent with IVCF’s purpose.

5.7          The Executive Members-At Large shall assist with the administration and running of club activities, including running weekly Bible studies, large events, and outreach and service projects.

**VI.         Article VI: Fees**

6.1    Fees shall be charged for club events as necessary.

**VII.       Article VII: Finances**

7.1    The Executive Committee shall examine the financial records, and prepare an audit, complete with records of all transactions and receipts, to be submitted to the SSMU at the end of each semester.

7.2    All club bank accounts must be kept at Scotiabank as subsections of the SSMU account.

7.2.1    Each account must have a minimum of two and maximum of three signing officers.

7.2.2      In order to receive funding of any kind from the SSMU, the club must have a Scotiabank account.

**VIII.     Article VIII: Meetings**

8.1         There shall be a General Meeting held in March or April for the purpose of electing new members to the EC.

8.2         Regular Executive and General meetings shall be held throughout the fall and winter terms.

8.3         Special Meetings shall be called at any time deemed necessary by the EC and/or Committee Chair.

**IX.    Article IX: Electoral Procedures**

9.1    The executive Committee (exclusive of the Staff Member) shall be nominated by a nominating Committee and ratified by method of electronic secret ballot before April 30th. Votes will be overseen by the Staff worker or Staff workers.

9.1.1    The Nominating Committee of between three to six students shall be composed of executive members or members at large (with a preference for graduating students), and put to a ratification vote by the remaining executive. The Nominating Committee will additionally have up to two Staff workers in a consultative capacity. The Nominating Committee shall meet six weeks before the Annual Meeting, and shall submit its slate to the Fellowship for the purposes of an electronic ratification. After having interviewed each nominee, the committee will decide on ONE nominee for each individual role. The membership will decide on the basis of a YES-NO electronic vote for the ratification of the slate as a whole.

9.1.2     All decisions of nominees made by the committee must be unanimous.

9.1.3    A staff member may attend the committee’s meetings in an advisory capacity but has no voting privileges in the decision making process.

9.1.4    Any member is free to submit nominations to the nominating committee prior to their first meeting.

9.1.5    Any member of the nominating committee being considered for a position on the executive cannot participate in the decision making process for that position.

9.2    All elected members of the Executive Committee shall hold office for one year. They shall take office immediately on election. No person shall hold the same office (excluding Exec-At-Large) for more than two consecutive years.

9.4    Two weeks prior to the elections deadline, the membership shall be advised of the Nominating Committee’s proposed slate.

9.5    Any nominee is required to subscribe to Article IV. No nominee shall be elected to more than one position.

9.6    All prospective nominees shall be interviewed by the nominating committee.

9.7    Each member of the Executive Committee is subject to recall by written petition signed by three-quarters of the total membership within a two week period after election. In the event of the resignation of the president or vice-president, the successor shall be nominated in the manner as described above. Successors to offices other than that of president or vice-presidents, shall be appointed by the executive. Officers so appointed or elected, shall hold office until the annual meeting.

9.8    In the case of a NO VOTE for a given nominee, nominations will be accepted from the floor at the annual meeting to be considered by the nominating committee and voted on at the following week’s meeting in the same manner as above.

**X.    Article X: Affiliations**

10.1       The Club shall be affiliated as a McGill chapter of Inter-Varsity Christian

 Fellowship of Canada

**XI.    Article XI: Constitutional Amendment Procedure**

11.1      Any member of the club may propose an amendment to the Constitution.

11.2      The calling of a general meeting for the purposes of amending the constitution may be initiated by the written petition of twenty members, or as deemed necessary by the Executive.

11.3      When any change in the Constitution or By-Laws becomes necessary, notice of such a motion shall be given by the Executive to all members at least two weeks before a meeting which shall be called to consider the change. A change shall be ratified by two-thirds majority of the total membership.

11.4      All amendments shall be submitted to the Interest Group Coordinator, will be reviewed by the Interest Group Committee and ratified by the SSMU council before they take effect.

**XII.    Article XII: Bylaws and Policies**

12.1   The club shall create and maintain bylaws that cover the operations of the club which are not specified in the Constitution.

12.2         The club’s bylaws shall not contravene the Constitution.

12.3         The club by laws must be available to any member of the SSMU when and if requested.

**XIII.    Article XIII: SSMU Constitution, By-Laws and Policies**

13.1    In case of any inconsistencies between the Club Constitution and the SSMU Constitution and By-Laws, the SSMU Constitution By-Laws and Policies shall take effect.

13.2     If there are any areas not covered in this Constitution, the SSMU Constitution, By-Laws and Policies shall take effect.

**By-Laws:**

1.      The Fellowship has been granted specific status on the McGill campus by Principal A.E. Morgan on October 31st, 1935. Copies of this statement shall be kept both by the Fellowship at McGill and in the IVCF office at Toronto and Montreal.

2.      The newly elected Executive Committee shall meet before June 1st of that year to adopt the outline policy, program and organisation for the coming year. The program, organization and duties of all officers shall be incorporated into the Standing Rules for the year.

3.      The only application of the word “member” shall be in relation to the right to vote.

4.      Leaders of all Bible study groups, and all like appointees, shall subscribe to Sections 2.5