



MMC
UofM Mindfulness Meditation Club

Constitution of “Mindfulness Meditation Club”

Article 1: Name

The official name of this recognized campus group is University of Manitoba Mindfulness Meditation Club.

The acronym or abbreviation of this group is: MMC

Article 2: Purpose and Objectives

Vision:

Our groups focus is developing students to overcome the rising struggle against anxiety, stress, mental pressure, and depression through the practice of meditation.

The practice of meditation will enable student to be happy, build confidence, face mental and physical, and past/present/future challenges.

Mission:

Our goal is to organize meditation sessions through the Theravada Buddhist tradition; such as Breathing meditation, Loving-Kindness meditation and many more and to encourage discussion and explain answers through the real teachings of the Buddha.

How to achieve:

We will strive to reach these goals through seminars and talks based on the real teachings of the Buddha from monks trained in the Theravada Buddhist tradition from the Mahamevnawa Buddhist Monastery Winnipeg or Buddha Meditation Centre Winnipeg.

Article 3: Membership

Membership is open to any undergraduate or graduate students of the University of Manitoba, so long as no less than two-thirds of the club is undergraduate students.

Memberships for the club lasts for a full academic year, September to August.

Article 4: Compliance with UMSU and UMSU Clubs Policies and Procedures

MMC will follow all bylaws, policies, and procedures of the University of Manitoba Students' Union (UMSU) especially those found in the UMSU Student Clubs Policies and Procedures document.



Article 5: Executive Officers and Duties

The President shall:

- a) Oversee the operations, management and success of the group
- b) Be the spokesperson for the group
- c) Hold signing officer authority along with the Treasurer for financial purposes
- d) Preside over board meetings as well as general meetings
- e) Ensure transition of office to the future Executives

The Secretary shall:

- a) Make a list of all registered members
- b) Record notes and motions for meetings
- c) Be responsible for booking equipment from UMSU

Vice President Events shall:

- a) Attend all meetings of MMC
- b) Organize and oversee social, academic and cultural events on behalf of MMC
- c) Be responsible for booking equipment from UMSU

The Treasurer shall:

- a) Record all financial transactions of the group
- b) Hold signing officer authority along with the President for financial purposes
- c) Maintain a budget of income and expenses along with receipts
- d) Advise members on financial position of the group
- e) Prepare an annual budget for the group as well as budgets for specific events

Vice President Communications shall:

- a) Maintain the web sites and member contact list
- b) Notify all members of meetings
- c) Handle official correspondence of the organization

Article 6: Executive Elections and Terms of Office

All MMC elections for the upcoming year will occur no later than March 31st on an annual basis.

Prior to the election, the Executives shall appoint a Chief Returning Officer (CRO) to oversee the elections; the CRO does not have to be a member of MMC and cannot be a person who is running in the election.

The duties of the CRO are to:

- 1) Oversee and administer the elections for MMC
- 2) Publicize the elections to the membership of MMC



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- 3) Hear and decide on any appeals or complaints related to the elections
- 4) Oversee and administer the counting of votes or ballots for the elections
- 5) Announce the results of the elections and inform UMSU of who next year's Executive will be

Voting for the upcoming year's Executive will be conducted as follows:

- 1) Nominations for the elected positions will last for three days. Candidates who wish to be nominated should inform the CRO during that period and must be a member in good standing of MMC at the time of their nomination.
- 2) Each nominated candidate is allowed to campaign on behalf of themselves and any slate (or team) they are a part of during the campaigning period, which will last for at two days.
- 3) The CRO will collect a brief biography and campaign platform from each candidate and distribute them in an e-mail to all members of MMC prior to voting.
- 4) Voting will be open for at least two days and will be held in a safe and secure location accessible to all members of the club. At least one poll clerk will be present at all times with the ballot box.
- 5) The ballots will be collected by the CRO and counted; results will be sent to candidates and MMC members.

Article 7: Transition of the Executive

A. During the period from the end of the second week of April until the first day of May, when the new Executive team will assume office, it is the responsibility of the departing Executives to orient the newly elected Executive Officers to their jobs. This includes teaching the incoming Executives about the club and UMSU policies and procedures, transitioning club records and materials (including office, locker combinations, all passwords to all student club social media accounts, and the club's bank account), and preparing the new Executives to be effective in their roles for the next year's work.

B. It is the responsibility of the departing President to ensure that all student requirements to UMSU, including submission of a complete Executive Transition Form and the removal of all student club records and materials from the club office and locker, have been fulfilled before the incoming Executives assume office.

C. It is the responsibility of the departing President and Vice-President Finance to bring all accounts up to date to the end of the fiscal year, and to prepare any required financial statements of the club. In addition, the outgoing President and Vice-President Finance must arrange with the respective incoming Executives for the transition of the student club's bank account(s) into the incoming President's and Vice-President Finance's names. These tasks are to be completed and their credentials delivered to the new Executives no later than the last day of April.



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D. It is the responsibility of the incoming Executives to assume custody of all student club records and materials and accountability for all financial activities of MMC (as outlined in Article 5) and for all club requirements to UMSU commencing with the first day of May.

Article 8: Meetings

The President may call an Executive meeting at any time but must give all other members at least 48 hours' notice. Executives must make all reasonable efforts to have minimum of 2 meetings per Fall Semester, 2 meetings per Winter Semester and 1 meeting over the summer months (May 1st – August 31st).

The Executives will schedule at least one meeting a year for the entire MMC membership.

Article 9: Amendments to the Constitution

Any changes (amendments) to this constitution must be approved by a formal vote of the entire student club membership at a publicized meeting of the club.

Constitutional amendments shall require a 2/3 majority to be passed at a full club meeting, by registered U of M members in attendance.