

University of Manitoba Chapter of
Inter-Varsity Christian Fellowship
Constitution

Fall 2020/Winter 2021

I. Title and Affiliation

1.1 The title of the student group shall be “The University of Manitoba Chapter of Inter-Varsity Christian Fellowship of Canada” or “IVCF”. The remainder of this document will refer to the student group as IVCF.

II. Purpose

2.1 **Core Purpose:** Being shaped by God’s word and led by the Holy Spirit, the purpose of InterVarsity Christian Fellowship of Canada is the transformation of youth, students and graduates, in all their ethnic diversity, into fully committed followers of Jesus Christ.

2.2 **Core Values:** Through witnessing communities, we:

- a. **Develop Faithful Witness:** To witness to the Lord Jesus Christ as God incarnate and to seek to lead others to a personal faith in Him.
- b. **Cultivate Spiritual Growth:** To deepen and strengthen the spiritual life and gifts of followers by the study of the Bible, fellowship, prayer, and worship.
- c. **Demonstrate Christian Love:** To encourage Christians empowered by the Holy Spirit to love our neighbours as ourselves.
- d. **Seek All Truth in Jesus Christ:** To assist Christians in exploring and asserting the relevance of the Christian faith to every aspect of private life and public concern.
- e. **Shape Servant Leaders:** To develop godly men and women to serve as leaders in God’s work in the world.
- f. **Grow a Missional Commitment:** To affirm God’s call that all Christians are called to serve Him through their lives and work and to participate in the global mission of the church by praying, giving, and serving.

2.3 **Doctrinal Convictions:** We believe in:

- a. The only true God, the Almighty Creator of all things, existing eternally in three persons – Father, Son, and Holy Spirit – full of love and glory.
- b. The unique divine inspiration, entire trustworthiness and authority of the Bible.
- c. The value and dignity of all people: created in God’s image to live in love and holiness, but alienated from God and each other because of our sin and guilt, and justly subject to God’s wrath.

- d. Jesus Christ, fully human and fully divine, who lived as a perfect example, who assumed the judgment due sinners by dying in our place, and who was bodily raised from the dead and ascended as Saviour and Lord.
- e. Justification by God's grace to all who repent and put their faith in Jesus Christ alone for salvation.
- f. The indwelling presence and transforming power of the Holy Spirit, who gives to all believers a new life and a new calling to obedient service.
- g. The unity of all believers in Jesus Christ, manifest in worshiping and witnessing churches making disciples throughout the world.
- h. The victorious reign and future personal return of Jesus Christ, who will judge all people with justice and mercy, giving over the unrepentant to eternal condemnation but receiving the redeemed into eternal life. To God be glory forever.

III. Article III: Membership

- 3.1 Student Group Eligibility: Student Group membership will be open to all students attending The University of Manitoba, all faculty and staff at the University of Manitoba, and all people living in the community of Winnipeg, as long as at least two-thirds of the group are undergraduate students. IVCF will not discriminate on the basis of race, sex, political affiliation, religion, age or marital status.
- 3.2 Membership Requirements: To become a member, one must consent to have their name placed on the 'membership list'. Student Group membership
 - a. Is valid for one academic year
 - b. Gives the bearer voting privileges at the Annual General Meeting
 - c. Makes the bearer eligible to lead an Associated Group.

IV. Article IV: Compliance with UMSU/SGPAC Policies and Procedures

- 4.1 IVCF will follow all bylaws, policies, and procedures of the University of Manitoba's Students Union (UMSU) and the Student Group Promotion and Affairs Committee (SGPAC).

V. Article V: Executive Officers and Duties

5.1 Titles

- a. Unless otherwise specified, the term 'executive' is in reference to the Executive Team in its entirety (Appendix A).

- b. Executive is sub-divided into Title and Non-Title Positions (outlined in Section 6.6). Both Title and Non-Title executive serve with equal voting rights on the 'Executive'.

5.2 Executive Direction: The Executive as a whole is responsible for:

- a. Ensuring that the actions and activities of the student group are in accordance with the student group constitution with particular attention to Article II.
- b. Providing the overall direction and organisation of the student group and its various activities at the University of Manitoba.
- c. Leadership of small groups in accordance with Article VI.
- d. All members of the student group executive (title and non-title) must be approved by the majority of the voting members present at the Annual General Meeting. Exec members are also considered voting members at the AGM, and may participate in that vote.

5.3 Privileges and Duties of Executive members:

5.3.1 All Executive Members have the power to

- a. Vote on motions made at Executive Team Meetings
- b. Bring forward ideas and activities to be presented to the Executive, including those not being organized by the executive body, and determine whether these proposed ideas/events are in the best interest of IVCF and the general spiritual well-being of the IVCF member body in accordance with Article II.
- c. Be privy to all Executive Team meetings, minutes, decisions and financial statements.

5.3.2 Members who hold Executive positions must agree to:

- a. Ensure that he/she is thoroughly familiar with, and shall make it his or her duty to uphold all parts of this Constitution. He or she shall also review this Constitution with his/her successor to ensure that the new executive members understand their duties.
- b. Attend all Executive Team Meetings
- c. Attend at least two designated IVCF "events" during each semester in addition to fulfilling his or her obligation as a small group leader.
- d. Assist in the planning and execution of said IVCF "events" and associated groups in the various capacities as needed.
- d. Offer assistance and support to his or her successor for the duration of one semester after his or her term of office has concluded.

5.3.3 The President, and Treasurer will have signing authority for financial statements and documents.

5.4 Executive Positions: Roles and Responsibilities

5.4.1 **Title Positions:** The following positions are titled positions on the IVCF Executive.

- a. **President:** The President is for the day to day functioning of IVCF as a student group at the University of Manitoba including the Chairmanship of Executive and Annual General Meetings in addition to the general interaction and communication with IVCF members including, but not limited to, the facilitation (with the assistance of other Executive Members) of IVCF members in non-executive roles who wish to take leadership responsibility through the organization of “events”, prayer meetings, and associated groups.

a. Roles

- i. Provide spiritual leadership
- ii. Aid in the setting of club direction

b. Responsibilities

- i. Chair executive meetings
- ii. Chair the Annual General Meeting
- iii. Lead a small group
- iv. Hold signing authority

- b. **Treasurer:** The Treasurer is responsible for providing current and accurate statements and information regarding the student group’s finances and maintaining the membership list.

a. Roles

- i. The treasurer is responsible to keep track of IVCF’s incoming and outgoing finances. This includes reading monthly bank statements and filing them in the IVCF records.
- ii. The treasurer must also write cheques in order to meet the student group’s operating costs and financial commitments. He/she should work with other exec members to identify all costs associated with the student group. All expenditures of student group funds must be approved by the other exec members at leadership team meetings, and all incoming funds must also be announced to the other exec members at team meetings.
- iii. Create a membership list in September, which is to be signed by all student group members. Periodically have new members (throughout the year) sign the list through the small group and associated group leaders.

b. Responsibilities

- i. Create a signed IVCF membership list.
- ii. Read, report, and file all bank statements

- iii. Write necessary cheques for expenses
- iv. Maintain signing authority on the IVCF bank account
- v. Report all income and spending to the Executive
- vi. Collect and retain all records for bank accounts and spending
 - 1. Small receipts should be kept for one year (i.e. decorating materials for an event)
 - 2. Large receipts should be kept for seven years (i.e. donation to a non-profit organization)
 - 3. Bank statements should be kept for four years

5.4.2 **Non-Title Positions:** More of these positions can be added according to the needs and priorities of the club for a particular academic year. The voting executive decides on how many positions will be required for the upcoming semester. These positions are required to assist in the running of IVCF as a whole including the assistance in the planning and implementation of various IVCF “events” as a whole exec team or as a member led initiative. Each exec member is expected to lead a small group in accordance with Article VII of the constitution.

VI. Article 6: Executive Elections and Terms of Office

6.1 Nominees for Executive Positions:

Students under consideration for a role on the Executive must meet the following requirements:

- a. The nominee must have been a voting member (see Article III for Membership requirements) of IVCF for not less than one academic semester.
- b. The nominee must sign the IVCF Statement of Faith.
- c. The nominee must have been recommended for his/her position by a present executive member and/or the nominating committee.
- b. The nominee must complete the application process, so as to be made fully aware of the expectations and responsibilities of their role(s) as a non-title or title member of the Executive.

6.2 Selection of Executive Members

6.2.1 Selection of Non-Title Executive Members:

Current executive members may nominate club members for non-title executive positions. Nominees, prior to being informed of the nomination, must be approved unanimously by the existing executive (in accordance with Section 5.4). Upon approval

by the existing executive, nominees will be invited to prayerfully consider the position by current members of the executive.

6.2.2 Selection of Titled Executive Members:

- a. Committee: A committee consisting of members of the current executive will be created to find interested and eligible persons for future executive positions. This committee can nominate, select, and invite student group members eligible for titled executive positions (in accordance with Section 5.4).
- b. Nominees for title positions considered by the nominating committee must
 1. Not be a member of the current nominating committee. If the committee deems that a member of the nominating committee is best suited for a particular role, then the potential nominee must step down from the committee and another executive member must take their place before a final decision is made upon recommendation.
 2. Have previously been approved by the executive for a non-title position
 3. Fit the guidelines of a nominee as outlined in section 5.4

6.3 Term of Office for Executive Members

- 6.3.1 All exec nominees must agree to a term of service not less than one academic year unless extenuating circumstances are granted by the current executive team.
- 6.3.2 Successful nominees shall assume his or her new duties on the first day of class of his or her semester of service.

6.4 Resignation and Removal of Executive Members

6.4.1 Removal: An Executive Member may be removed from his or her position for the following reasons:

- a. Failure to adhere to this constitution (especially Article II).
- b. Any cause that may result in the removal of membership (see section 3.3)
- c. Failure to attend three consecutive Executive Meetings without due cause or notification. (A warning must be issued to the member after missing two meetings without cause).

6.4.2 Replacement: In the event of a mid-semester resignation or the removal of an Executive Member from his or her position, the nomination process will occur in accordance with Section 5.5.

6.4.3 Resignation: A verbal resignation must be given to the executive following the completion of a term of service and must be accepted by the voting Executive for the semester. However, an Executive member will continue in his or her responsibilities until the last day of classes of the semester of his or her term of service.

6.5 Categories of decisions:

There are four categories of decisions that the executive can examine/vote on and a fifth category then does not need executive approval.

6.5.1 Constitutional Decisions

This includes any decisions to amend the IVCF Constitution. Protocol for Constitutional amendments is outlined in Article VIII.

6.5.2 Financial Decisions

These are any decisions which involve the spending, or acquisition of IVCF student group funds.

6.5.3 Event Planning Decisions

These are any non-financial decisions regarding the planning and organization of an IVCF student group event or activity. This does not include events planned at the small group level by small group leaders intended for their specific small group members and not accessing IVCF student group funds.

6.5.4 Student Group Direction

This pertains to any decision regarding the future of IVCF with regards to Student Group structure and focus.

6.5.5 'Other' Decisions

These are decisions that affect a small portion of IVCF members, such as decisions regarding a small group or associated group meeting or activity. These decisions do not need to be approved by the executive unless IVCF funds are involved.

6.6 Voting Requirements

6.6.3 Constitutional Decisions

Constitutional Decisions require unanimous consent from the executive. Protocol for Constitutional amendments is outlined in Article VIII.

6.6.4 Financial Decisions

Financial decisions require unanimous consent from the executive.

6.6.5 Event Planning Decisions

Event planning decisions require unanimous consent from the executive.

6.6.4 Student Group Direction

Decisions pertaining to the future direction of the student group require unanimous consent from the executive.

6.6.5 'Other' Decisions

As outlined above, decisions of a small group or associated group nature are not governed by the executive so long as the decision falls within the guidelines of Article II.

7 Article VI: Meetings

- 7.1 The IVCF student group at the University of Manitoba shall function using a model of small groups. The executive body shall itself function as a small group with the leadership assistance of IVCF Staff Workers. This executive small group shall function as a model for the general student group small groups. These small groups shall be led by the executive in pairs, with each pair being responsible for the spiritual leadership within their small group (in accordance with Article II). Each IVCF Small Group must have two leaders, both of whom are participating members of the executive body unless extenuating circumstances are granted by the current executive team. All groups will meet weekly.
- 7.2 The IVCF student group shall also organize various events throughout the academic year to assist in the building of community, trust and friendship within the IVCF body in accordance with Article II. These events should be student led, organized, and driven; not necessarily with executive body organization but in accordance with Article II.
- 7.3 The IVCF student group shall attempt to encourage members to take leadership roles in the organization of associated groups that serve IVCF and the student body at the University of Manitoba in accordance with Article II.
- 7.4 Prayer shall be a key focus of IVCF, with the provision of various methods, times, and locations in which students are welcomed to participate in accordance with the purpose, values and convictions outlined in Article II.
- 7.5 The study of scripture in various methods shall also be a key focus of IVCF. These methods shall include, but are not limited to, manuscript study in accordance with the purpose, values and convictions outlined in Article II. This may be achieved through small groups, organized Bible studies or other means/methods.

8 Article VII: Amendments

- 8.1 Should there be any amendments to the IVCF Constitution, it must be approved by the unanimous consent of the Executive. The IVCF Executive must also read and approve the Constitution at the beginning of each new academic year (Fall Semester). If the Executive does not approve the Constitution, it must pass a motion to appoint a committee to review the Constitution and present its findings to the Executive before the completion of the semester and the amended constitution must be ratified by the executive.

9 Appendices

9.1 **Appendix A: Definitions**

- 9.1.1 Event: An "Event" is a non-weekly group activity sponsored by IVCF.

- 9.1.2 Small Group: A small groups is a collection of students who meet weekly under the leadership of executive members to build community, study scripture, and grow together in faith.
- 9.1.3 Executive Member: One who has been approved as a member of the IVCF Executive as outlined in Article IV.
- 9.1.4 Staff Worker: An external field worker bound by the IVCF Statement of Agreement who works with the Executive to offer assistance and counsel and facilitates the affiliation of the University of Manitoba Chapter with IVCF Canada.

9.2 **Appendix B:** Affiliation with Inter Varsity Christian Fellowship Canada and Autonomy of the University of Manitoba Chapter

- 9.2.1 IVCF of Canada, by reason of its purpose, shall seek to aid the University of Manitoba in achieving its objectives on the basis of a common Purpose and Statement of Faith.
- 9.2.2 IVCF Canada affirms the autonomy of the Chapter within the framework of its commitment to the Purpose and Basis of Faith in keeping with the Biblical principle of indigeneity and the nature of the university as a place of free academic inquiry.
- 9.2.3 IVCF Canada makes available to the Chapter the experience, counsel and assistance of its university field staff workers, at least one of whom shall be available on a part-time basis of work on the university campus.
- 9.2.4 IVCF Canada and the Chapter are firmly committed to the principles of student responsibility and leadership. Regardless of the advice and input from field staff workers and other IVCF personnel, the responsibility for the decision made on behalf of the Chapter rest with the members to whom this Constitution assigns responsibility.
- 9.2.5 If for any reason, the Inter-Varsity Christian Fellowship of Canada ceases to exist or removes support for the U of M Chapter, the group at the U of M may no longer use the name “IVCF” in its title.