

MEDLIFE Student Chapter Constitution

Indiana
University

ARTICLE I.

NAME Section

A. NAME

Part 1. The official name of this organization is Medicine, Education, and Development for Low Income Families Everywhere and this Chapter will use this name or its acronym, MEDLIFE, in all publicity materials and correspondence.

ARTICLE II.

PURPOSE

Part 1. MEDLIFE is a volunteer-led global health organization whose mission is to help families achieve greater freedom from the constraints of poverty, empowering them to live healthier lives. We seek to achieve this goal through partnering with motivated individuals from communities experiencing poverty and working to improve their access to Medicine, Education, and community Development. Along with affiliate Chapters, MEDLIFE [Insert Chapter Name] raises money for medicine, education, and community development projects for low-income families around the world, commits to learning about the of inequalities of global issues, and promotes MEDLIFE's mission within our local community.

Part 2. The activities of this organization [Individual Chapter insert Localized goals here] must be directed toward the purpose stated above and is further

described at www.medlifemovement.org.

ARTICLE III.

MEMBERSHIP Section

A. REQUIREMENTS

Part 1. All members are required to demonstrate support for the purpose of this organization and participate in Chapter meetings and fundraising activities. [Insert School Requirements here, i.e. attend 1 meeting a Month]

Part 2. [Insert membership requirement(s) specific to the Chapter]. For example: Members are required to pay a membership fee of \$10 per semester. This fee will be utilized to provide food at the meetings, bring-in guest speakers, and host events at the end of each semester to acknowledge the hard work of our members. In addition, the MEDLIFE [Insert Chapter Name] has the right to change cost of membership to reasonable means.

Part 3. The cost of participation in a MEDLIFE Service Learning Trip is \$990, not including flights. Cost of airfare will vary depending on departure location. This fee will cover the majority of food, lodging, in-country transportation, and other in-country costs associated with the Service Trip, including the Mobile Clinic materials. The fee also supports MEDLIFE's year-round community development work, patient follow-up program, and other initiatives.

Part 4. Membership in a MEDLIFE [Insert Chapter Name] Chapter or participation in a MEDLIFE Service Learning Trip will not discriminate on the basis of age, race, religion or creed, national origin, ethnicity, gender, disability, or sexual orientation. [Or insert a non-discrimination clause that is required and specific to the Chapter's campus.]

Section B.

RIGHTS

Part 1. Members have the right to participate in meetings and events of the organization and to apply to participate in a MEDLIFE Service Learning Trip.

Part 2. Members have the right to apply to a committee, an officer position, and/or an Executive Board position.

Part 3. Members that volunteer on a Mobile Clinic have the right to receive a partial reimbursement by MEDLIFE [Insert Chapter Name] from the grants, scholarships, fundraising opportunities, and sponsorships that may be offered by their campus and sponsors. This partial reimbursement will vary between members and their active level of involvement on the mobile clinic as well as their involvement within the Chapter will be taken into account.

Section C. MEMBER REMOVAL

Part 1. MEDLIFE [Insert Chapter Name] holds the right to remove any member not in compliance with the organization's goals and policies, including but not excluding inappropriate or illegal behaviors. Removal is left to the discretion of the Executive Board and will result in ban from participating in any future meetings, activities, and Chapter sponsored Service Learning Trips.

ARTICLE IV. EXECUTIVE BODY

Section A. HEADQUARTER OFFICERS MEDLIFE [Insert Chapter Name] is held accountable by MED International Associates that work at MEDLIFE Headquarters in Lima, Peru.

Section B. Suggested CHAPTER OFFICERS

Part 1. President (Required): The President organizes and facilitates weekly Executive Board meetings and weekly/bi-weekly general body meetings. The President maintains regular communication with MEDLIFE Headquarters and keeps MEDLIFE International Associates updated on Chapter progress as well as looks for new ways to address social needs in the local community and abroad.

Part 2. Service Learning Trips Officer: This officer is the contact person for all student participants who are interested in attending a MEDLIFE Service Learning Trip. He/she organizes the trip with HQ and prepares students for the week by helping them with the registration process and pre-trip information.

Part 3. Education Officer: This officer is to familiarize themselves, the E-Board, and members about MEDLIFE's mission and global issues. He/she must tailor curriculum for individual Chapter's needs, as well as coordinate and collaborate with E-Board members about how to facilitate educational material. The Education Officer will also lead outreach and awareness about local and national issues, in addition to implementing any education initiatives from MEDLIFE HQ.

Part 4. Advertising & Recruitment Officer: This officer will spread the word about MEDLIFE on their campus and in their communities to attract members to MEDLIFE and to establish new partnerships. He/she is responsible for documenting Chapter activities (via text, photos, or video) and sending this information to MEDLIFE HQ staff members.

He/she is also responsible for recruitment and retention of members through varied strategies, including mentorship and relationship building activities.

Part 5. Fundraising Officer: This officer will organize and plan all Chapter fundraising efforts and track Chapter finances to meet goals. He/she is in charge of **at least one** larger-scale MEDLIFE event per semester and smaller events throughout the semester.

Part 6. Volunteer Officer: This officer establishes partnerships with local organizations and coordinates volunteer opportunities for Chapter members. This officer must organize at least three volunteering events per semester, although weekly or biweekly volunteering events are encouraged.

* **Optional Officer:** Part 7. Vice President or Co-president: This officer will work closely with the President, and other E-Board members to ensure semester goals are being met. In addition, he or she is responsible for taking notes during weekly or biweekly meetings, creating calendars of Chapter events, reserving space for meetings and events, and other tasks associated with ensuring Chapter activities run smoothly.

Please note, Chapters can choose to combine positions during the first year until the Chapter grows and further develops on campus.

Section C. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

Part 1. All officers and candidates for office must be current members of MEDLIFE [Insert Chapter Name].

Section D. NOMINATIONS AND ELECTIONS

Part 1. Nominations and elections will take place every April to determine leadership for the following academic year. Quorum is required to hold a vote. Quorum is defined as one-third of the total number of members in the Chapter voting. The only exception stands for Expansion Chapters who will appoint their first E-Board.

Part 2. A member may nominate another member to run, and self-nominations are accepted.

Part 3. A majority vote by members is required for election to office.

Part 4. If the event quorum is not met, selection of the new Executive Board is determined by the current Executive Board members with an unanimous vote for each respective officer position.

Section E. REMOVAL FROM OFFICE

Part 1. Officers not fulfilling duties may be removed from office by a two thirds majority vote of present members during a regular scheduled meeting. Quorum is required.

Part 2. Officers not fulfilling their officer duties may be asked to step down by MEDLIFE Headquarters.

Section F. TERMS OF OFFICE AND VACANCIES

Part 1. The term of office shall be from the meeting following election to April elections the following year.

Part 2. Should a vacancy in office occur, there will be another nomination and election for the vacant position.

ARTICLE V. MEETINGS Section A. Meetings will be held weekly or biweekly. Time and dates will depend on the maximum availability of members for that semester or quarter. Quorum is required to conduct business at a meeting.

ARTICLE VI. BY-LAWS AND AMENDMENTS Section A. BY-LAWS

Part 1. By-laws can be added to this constitution by a simple majority vote of the entire membership at a regular meeting of MEDLIFE and when not in conflict with the overarching goals of MEDLIFE 501(c)3 as described on www.medlifemovement.org.

Part 2. This constitution takes precedence over any and all by-laws.

Section B.
AMENDMENTS

Part 1. This constitution can be amended by a two-thirds vote of the entire membership at a regular meeting of MEDLIFE.

Part 2. Notification of such a motion must be made to members at least one meeting in advance of the one in which the actual vote is taken.