

## **Constitution of the Middle Way House Chapter at IU**

### **Preamble**

The goals of Middle Way House Chapter at IU (MWHC at IU) are to provide efficient channels of communication and information for students at Indiana University who volunteer at the Middle Way House. The Chapter's mission coincides with the Middle Way House's: to end violence, both structural and interpersonal, in the lives of women and children.

### **Article I: Membership**

**“Participation in the proposed organization must be without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status. [Section I.D.3(c).]”**

Membership for the Middle Way House Chapter at IU is open to any IU student who is willing to work with the Middle Way House in achieving its mission statement of stopping the cycle of violence in the lives of women and children. Members must be currently enrolled at IU for the Chapter to be considered a student organization [Section I.D.3 (b)].

To obtain official membership, each individual must attend ONE Middle Way House Chapter function AND pay a five-dollar membership fee, which will be used to fund various Chapter activities. Membership must be renewed each year with the fulfillment of attending an activity and paying the fee. The Treasurer will collect and record these prerequisites.

If a member should display behavior or actions that are in any way distasteful or contradictory to the Middle Way House's mission, membership will be revoked with no compensation of membership fee. Revocation will be determined by the board members.

### **Article II: University Compliance**

**“This organization shall comply with all Indiana University regulations, and local, state and federal laws.”**

### **Article III: Executive Officers**

The executive board consists of the president, vice president, secretary, and treasurer. Executive officers are elected to desired positions in yearly elections in September, and the officers will serve for the remaining of the year until the next elections, where they will be expected to turn over their positions if not reelected. Experience in volunteering at the Middle Way House or the Middle

Way House Chapter is mandatory. Past officers are not expected to play a further role within the Chapter if they are not reelected.

A vacant position can be filled on a volunteer basis, and the individual assuming this role will be expected to fulfill the respective duties as if he/she were elected. To resign, an officer must give the rest of the executive board two weeks notice to fill the position.

Removing an officer before the next elections must be based on concerns from Chapter members, other board members, and substantial evidence such as inappropriate behavior, mismanagement of resources, or lack of organization. These concerns must be brought to the attention to the Chapter advisor by the rest of the executive board members. The advisor will issue a written warning to the officer in question highlighting the reasons for the warning and the possibility of being removed if behavior or actions continue. If a second warning is needed, the executive board and the advisor will hold a meeting to discuss the exact reasons why the officer must be removed. Removal of an officer must be a unanimous decision by the rest of the executive board and the advisor.

Executive officer meetings will be held monthly, or whenever necessary, to discuss the Chapter's progress, future activities, and funds. These meetings are open for any other interested member as well. The president will call the meetings and send notifications via university email. The rest of the board members are expected to be in attendance. Any decisions must be carefully deliberated and receive a majority (more than fifty percent) vote.

Ultimately, the executive board in its entirety must work superfluously to maintain the Middle Way House Chapter. No one officer should be doing most of the work; rather the work should be shared and distributed equally. Both short and long term goals must be agreed upon and established throughout the year.

**President:** The president is expected to call executive board meetings and member meetings. He/she must organize activities, emphasize an agenda, and supervise any organizational functions.

**Vice President:** The vice president presides in absence of the president and shares much of the same responsibilities. They are accountable for keeping the advisor current on organization activities.

**Secretary:** The secretary maintains a list of the organization members and completing university paper work, including re-registering the organization each year.

**Treasurer:** The treasurer develops the organization budget and maintains spending records. They are in charge of collecting membership dues, researching grants, and referring to the advisor for any checks or spending money.

**Publicist:** The publicist is in charge of creating and maintaining a website for the Middle Way House Chapter using various forms of social media. They are responsible for organizing fliers and promotional décor for any events, fundraisers, etc.

#### **Article IV: Advisor**

The Middle Way House Chapter's advisor must be a full-time faculty or staff advisor in order for the Middle Way House Chapter to be considered a student organization. The advisor will approve any checks or grants and will issue written warnings in regards to the removal of an officer. They are not expected to have any further involvement with the Chapter.

#### **Article V: Meetings**

Both membership and executive board meetings will be led by the president who will highlight the agenda, activities, or any possible problems. Board meetings are held monthly and are important in discussing the agenda for the regular membership meetings, which are one to two weeks prior to a specific function or activity the Chapter will be holding. All members are expected to attend and will be notified of all meetings via university email.

Since the Chapter will be working in tandem with the Middle Way House, many of the Chapter's activities will coincide with those of the Middle Way House's. The Chapter will also organize fundraisers, food drives, and other benefits to raise awareness for domestic violence and women empowerment. The meetings will consist of signing up to volunteer at various events, future volunteer opportunities, and any other information regarding the Middle Way House or the Chapter.

#### **Article VI: Elections**

Elections for the executive board are held once a year in late September. Members can nominate themselves or be nominated for an office. Voting is done by secret ballot, and sixty percent of the Chapter's members must be present in order for a candidate to be elected. The general membership will be notified at the beginning of the school year to run for an office and will have until the election day to campaign.

#### **Article VII: Non-Hazing**

**“Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person’s consent or lack of consent.”**

### **Article VIII: Dues and Budgets**

Membership dues, which are five dollars, are paid once the member has attended ONE Middle Way House Chapter function. The treasurer will collect these fees and keep an organized, updated record of who has paid. To renew membership, members will pay this fee each year after volunteering at an event.

The treasurer will work closely with the rest of the executive board to create and maintain the Chapter’s budget. It is mandatory that the budget be revised at the beginning of each academic school year after the election of the executive board. The treasurer will notify the rest of the executive board if the budget needs to be revised prior to this for any reason. Once there is a general consensus on how it should be adjusted, the vice president will notify the Chapter advisor, who will then accept or decline this change.

### **Article IX: Finances**

The Middle Way House Chapter at IU will be applying for and maintaining a Student Organization Account, which will be in accordance with the Student Organization Accounts policies and procedures. The treasurer and secretary are in charge of interpreting any financial affairs and keeping the rest of the executive board members up to date.

If the Chapter would happen to dissolve, the remaining money will be returned to its respective donors, who will be notified of the option of donating it to the Middle Way House.

### **Article X: Personal Gain Clause**

**“Personal Gain Clause: This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.”**

### **Article XI: Amendments**

Any amendments made to the Chapter's constitution will be brought to the attention of the executive board who will then deliberate and discuss alternative options. If there is an amendment that would affect the average Chapter member, the executive board will hold a membership meeting to discuss the amendment and its consequences. The members present will have the opportunity to share their opinions and vote on a set of presented options. The course of action with the majority vote of the present members (more than fifty percent) will result in an official amendment. The president is in charge of adding the amendment within the constitution.

### **Article XII: Ratification**

If more than a majority of the members present desires to ratify this constitution, then this article must be included. The president is in charge of writing the ratification in the constitution.

### **Article XIII: Statement of Non-Discrimination**

**“Statement of Non-Discrimination: Middle Way House Chapter at IU allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.”**