



Student Chapter Constitution for MEDLIFE

The University of Michigan

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 will use the name or its acronym, MEDLIFE, in all publicity materials and correspondence.

ARTICLE II. PURPOSE

Part 1. MEDLIFE is a secular, volunteer-run global health organization whose mission is to help families achieve greater freedom from the constraints of poverty, empowering them to live healthier lives. Our patients did not choose to be poor, but they do choose to strive for a better life. MEDLIFE stands beside them in this pursuit. We seek to achieve this goal through partnering with motivated individuals from poor communities working to improve their access to MEDs: Medicine, Education and community Development. MEDLIFE believes access to quality healthcare, education and personal development are basic human rights. To this end, we commit all our resources to bring Medicine, Education and Development to Low Income Families Everywhere. Along with affiliate chapters, MEDLIFE at the University of Michigan raises money for medicine, education and community development projects for low-income families around the world; actively learns about and increases awareness of inequality in global healthcare; and works to promote the highest standard of MEDLIFE's goals and reputation within the community.

Part 2. The activities of this organization must be directed toward the purpose stated above and is further described at www.medlifeweb.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. All members are expected to attend two monthly membership meetings, one service event, and one fundraising event per month to the best of their abilities.

Part 2. Members are required to pay a membership fee of \$20 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 at the University of Michigan has the right to change cost of membership to reasonable means.

Part 3. The cost of participation in a MEDLIFE volunteer trip varies with duration and location. This money will cover the majority of food, lodging, in-country transportation, and other in-country costs associated with the Volunteer Trips. Participants cover their own airfare. Cost of airfare will vary depending on departure location.

Part 4. MEDLIFE at the University of Michigan is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by university policy for gender specific organizations.

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 volunteer trip.

Part 2. Members have the right to apply to a committee, a chair position, and/or a executive board position.

Part 3. Members that volunteer on a mobile clinic have the right to receive a partial reimbursement by MEDLIFE at the University of Michigan from the grants, scholarships, and sponsorships that may be offered by their university and sponsors that are specific to the volunteered mobile clinic. This partial reimbursement will vary between members and will take into consideration of their active involvement on the mobile clinic as well as their involvement within the chapter.

Section C. MEMBER REMOVAL

Part 1. MEDLIFE at the University of Michigan 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 group medical brigades.

ARTICLE IV. EXECUTIVE BODY

Section A. HEADQUARTER OFFICERS

MEDLIFE at the University of Michigan is held accountable by the MEDLIFE Student Trip Advisors (STAs) that work at MEDLIFE Headquarters.

Section B. CHAPTER OFFICERS

Part 1. President: The President takes responsibility for their chapter as a whole with the primary responsibility of organizing and facilitating weekly executive board meetings and weekly or biweekly general body meetings, serving as a link between the chapter and both the school's campus as well as MEDLIFE Headquarters, and looking for new ways to address health needs in the local community and abroad. The president is responsible for maintaining communication with the executive board, and directing MEDLIFE members in reaching the goals set forth by these groups. To these ends, the president must work closely with and oversee the work of all other chapter officers.

Part 2. Vice President: The Vice President is responsible for closely working with the President, Fundraising Officer, and Membership Officer to ensure (their) semester goals are being met. In addition, the Vice President is responsible for taking notes during weekly or biweekly meetings, setting up Google documents/calendar, reserving space for meetings and events, and basically ensuring that MEDLIFE's calendar of events runs smoothly.

Part 3. Trips Officer: The Trips officer is the contact person for all students who are interested in volunteering on a MEDLIFE Trip (Mobile Clinics, Development Corps, or Mobile Schools). This officer coordinates the student registration and trip preparation. This includes coordinating student airfare with MEDLIFE Headquarters staff members and travel agents, as well as sending out all trip-related information to clinic participants.

Part 4. The Fundraising Officer: The Fundraising officer organizes the chapter fundraising efforts and keeps track of chapter finances in an effort to reach chapter fundraising goals. This officer is also in charge of at least one large-scale MEDLIFE event per semester (set forth by MEDLIFE Headquarters). This officer is responsible for forming and heading a committee to assist in planned events for the chapter and MEDLIFE Headquarters.

Part 5. The Membership Officer and the Recruitment Officer are responsible for recruiting new student members and encouraging past members to continue with the chapter. They are responsible for leading the chapter's efforts to bring MEDLIFE to additional college campuses and grow the membership at their campus as well as creating committees to support their efforts. In addition, the Membership Director is responsible for organizing social and community service events by partnering up with the Fundraising Officer for the financial aspects of the events and Media and Advertising Officer for promotion of the events; the Recruitment Officer, on the other hand, is responsible for actively seeking opportunities to increase the membership base as well as to provide volunteers for mobile clinics.

Part 6. Media and Advertising Officer: The Media and Advertising Officer is responsible for spreading the word about MEDLIFE on campus and beyond through the development of promotional material and publicity campaigns. This includes sending out MEDLIFE trip information through various listservs, street-painting for major events, organizing Facebook and Twitter ads, and encouraging members to develop new outlets to tell people about our organization. This officer is also responsible for documenting chapter activities (via text, photos, or video) and sending this information to MEDLIFE Headquarters staff members.

Part 7. Expansion Officer: The expansion officer is responsible of aiding other local schools and groups start MEDLIFE chapters. This involves reaching out to local institutions, giving presentations about MEDLIFE to local rotary groups and high schools, and guiding groups through the chapter creation process.

Section C. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

Part 1. All officers and candidates for office must be current members of MEDLIFE at the University of Michigan.

Section D. NOMINATIONS AND ELECTIONS

Part 1. Nominations and elections will be taken in April of each academic year. Quorum is required to hold a vote. Quorum is defined as one-third of the total number of members in the chapter present.

Part 2. A member may nominate any other member, and self-nominations are accepted.

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

Part 4. In 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 at a regularly 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 office.

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. AFFILIATIONS

Part 1. We do not have any affiliations at this time.

ARTICLE VII. BY-LAWS, AMENDMENTS AND RATIFICATION PROCESS

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 at www.medlifeweb.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.

Section C. RATIFICATION PROCESS

Part 1. This constitution will be ratified annually after review by the executive body.