

Doctors Without Borders Student Chapter at George Mason University

Drafted on: 11/3/23.

Article One The name of this organization shall be “Doctors without Borders Student Chapter at George Mason University” with the acronym “Friends of MSF”
(DOCTORS WITHOUT BORDERS/MÉDECINS SANS FRONTIÈRES (MSF))

Article Two

PURPOSE OF ORGANIZATION

MSF Student Chapter aims are to;

- Raise awareness and knowledge about MSF’s work in the field and humanitarian issues.
- Encourage students to consider working with non-governmental organizations, such as MSF, post-graduation.
- Encourage students to volunteer and participate in local humanitarian organization events.
- Support MSF in advocacy campaigns.
- Raise money for MSF, the work in the field, and specific campaigns.
- Doctors Without Borders / Médecins Sans Frontières (MSF) is an international, independent, medical humanitarian organization that delivers emergency aid to people affected by armed conflict, epidemics, natural disasters, and exclusion from healthcare. MSF offers assistance to people based on need, irrespective of race, religion, gender, or political affiliation.

Article Three **MEMBERSHIP**

- **Membership in this organization will not be restricted based on race, color, religion, national origin, sex, disability, veteran status, sexual orientation, gender identity, gender expression, age, marital status, pregnancy status, or genetic information.**
- All active members must be currently enrolled GMU students are qualified for membership.
- President, Treasurer, Vice President, and secretary must hold a minimum academic achievement record defined as a cumulative grade point average of at least 2.0.
- Types of membership available, consist of *active members*, who are currently enrolled GMU students and attend meetings/functions; *associates* which include members of faculty/staff, community members, or students from other schools; and *honorary members* which may include alumni or community members.

- Members must join through Mason360 or register their email with the club in order to be recognized as an active/associate/honorary/etc. member.
- Member privileges remain the same for all members, including contribution to voting on matters (official or not) including amendments, elections, and other motions brought forth in meetings.
- Membership privileges may be revoked due to repeated disruption and disrespect of fellow members.

Article Four **OFFICERS**

- “The President is responsible for the coordination of the chapter or group and the overall contact with MSF USA. The President’s main responsibility is to oversee the chapter’s development. This involves having a creative vision to improve the fundraisers, film screenings, speaker events, and cultural events, and making sure that the chapter has a presence on campus. A good President will be confident leading a committee of individuals who are passionate about humanitarian ideals, while also listening to their concerns and ideas. As the job of President can be demanding, he or she must possess time-management skills and the ability to fairly delegate work”(Doctors Without Borders, 2023).
- “The Vice-President’s role in the committee is to support the President in decision-making matters and coordinate the efforts of the other team members. Their main responsibilities could include writing a bi-monthly newsletter with the group’s upcoming plans and events, helping the President fill out funding agreements and other types of forms, or liaising with the Student Union and other groups” (Doctors Without Borders, 2023).
- “The Secretary is tasked with taking minutes at group meetings and could be responsible for checking the group’s email account. The Secretary is also charged with organizing room bookings for events and managing social media. It is a role that requires organization, strong writing ability, and time-management skills” (Doctors Without Borders, 2023).
- “The Treasurer has the important role of ensuring that there are sufficient funds in the group’s account throughout the academic year. To ensure you are financially stable as a group, the Treasurer will be expected to work with the President and Vice-President to apply for grants and to check the group’s accounts regularly. The Treasurer will be responsible for making sure that the financial intake and expenditure of the group are balanced and is also responsible for transferring all money raised for MSF to HQ” (Doctors Without Borders, 2023).
- “The role of the Social Secretary entails organizing fundraisers and socials. This involves finding locations for social events, getting hold of equipment, and being in charge of purchasing refreshments and snacks for events” (Doctors Without Borders, 2023).

- “The Events Outreach Secretary is responsible for organizing speaker events, panel debates, and film screenings and liaising with other student groups” (Doctors Without Borders, 2023).
- The President, Vice President, Treasurer and Secretary must maintain a GPA of at least 2.0 in order to be considered qualified.
- Term length for officers is at minimum 1 year (Spring, Fall, and Summer term) unless a legitimate reason is provided for the term to be ended sooner.
- Officers may be removed from their duties if they are proven to be dishonest in their work, do not maintain minimum requirements as members, or do not fulfill requirements instated in their position.

ADVISOR (TIER 2 ONLY)

- **The primary advisor shall be a member of the faculty or staff at George Mason University.**
- The advisor will be selected by request of the president.
- The advisor may offer guidance and support for the organization, but MAY NOT have a vote
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Article Five ELECTIONS

- Election period **must take place before the next RSO re-registration period (April)** to allow time for officer transitions and an accurate, up-to-date roster.
- All members and upcoming members are eligible to submit applications for the elections which will have an open window for at least two weeks, right until the RSO re-registration period, and they will be submitted through the Google Forms listed on the social media platforms and monthly email list.
- Nominees will present their qualifications by stating why they think they should be elected in the Google form.
- The method that will be used for voting is through a Google voting form posted on social media accounts and sent by email. It will be open for a period of 48 hours.
- Transitioning of current and new officers will consist of a group meeting during the first week of the semester in which new officers are familiarized with operating procedures and necessary paperwork.

Article Six

IMPEACHMENT OR RESIGNATION

- **Should an elected officer fail to perform the responsibilities or abuse the privileges of their elected position, the officer shall be subject to impeachment and removal from their office.**
- Elected officers who fail to perform responsibilities or abuse the privileges of their elected position will be contacted directly, and be informed of their removal from their elected or appointed position within the organization.
- An individual wishing to resign from their position must inform the president, founders, and members by contacting them.
- Should a current officer resign from their elected or appointed position or should a current officer be impeached or removed from their position- new officers for vacated positions will be requested from the previous application list or through a Google form voting system by election and vote by members.

Article Seven MEETINGS

- Group will frequently meet at least monthly. Members are encouraged to attend as attendance will be taken for a general analysis of contributions and participation.
- Committee members will preside at the meeting.
- The quorum is a simple majority of the active membership plus one officer within the organization, or two-thirds of the active membership and an officer.
- The procedure for calling any special meetings will consist of member meetings and approval following announcements sent through social media and communication outlets such as Mason 360.
- State parliamentary rules of order that will be used is the latest edition of Robert's Rules of Order

Article Eight FINANCE

- The number of dues and the method of collection will be decided by a majority vote of the executive officers at the beginning of each school year for annual dues.

Article Nine AMENDMENTS

- Constitution ratification will follow a procedure of meetings with members before amendments proposals are sent to the Student Organization Committee.
- **Student Involvement must review all amendments in the same manner as a completely new constitution.**

Article Ten RATIFICATION

- Constitution ratification will follow a procedure of meetings with members before ratification proposals are sent to the Student Organization Committee.
- **This constitution shall become effective upon approval by a $\frac{3}{4}$ vote of the membership, and a Student Involvement staff member.**

Constitution Ratified on: 8/21/2023 (dates constitution is amended and ratified)

Citations: Doctors Without Borders. (n.d.). *Chapter Handbook - Home | Doctors without borders - USA*.
Doctors Without Borders Medicine Sans Frontiers. Retrieved January 30, 2023, from
<https://www.doctorswithoutborders.org/sites/default/files/2018-12/CHAPTER%20HANDBOOK.pdf>