Constitution of GlobeMed at the Ohio State University
Columbus, OH

ARTICLE I: ESTABLISHMENT OF THE NAME AND PURPOSE

Section 1: Name

The official name of the organization will hereby be known as GlobeMed at The Ohio State University; with the shortened version of GlobeMed at OSU.

Section 2: Mission, Vision, and Commitment

Mission:
The mission of GlobeMed at The Ohio State University is to strengthen the movement for global health equity by empowering students and communities to work together to improve the health of people living in poverty around the world.

Vision:
We envision a world in which health – the ability to not only survive but thrive – is possible for all people.

Commitment:
We commit to anti-oppression, the practice of identifying and dismantling systems of power, through all aspects of our work.

Section 3: Nondiscriminatory Clause

GlobeMed at The Ohio State University and its members will not discriminate against any individual(s) for reasons of age, color, disability, gender identity, or expression, national origin, race, sex, sexual orientation, or veteran status. The only criteria for membership in GlobeMed at The Ohio State University is a passion for our mission and a capacity to contribute to our mission.

ARTICLE II: MEMBERSHIP

Section 1: Qualifications of Membership

(a) Voting membership is defined as limited to currently enrolled Ohio State students. Others such as faculty, alumni, professionals, etc. are encouraged to become members but as non-voting members.
All general body members must attend weekly meetings with the exception of three excused absences for term of a semester. In case of an absence, a member of the executive board must be notified at least 24 hours in advance.

All executive board members must attend all executive board meetings with the exception of one excused absence for term of a semester, and must attend weekly meetings with the exception of one excused absence for a term of a semester. In case of an absence, the co-presidents must be notified at least 24 hours in advance.

(d) All general body and executive board members must fully participate in the GlobalHealthU activities during the weekly meetings.

(e) All general body and executive board members must fully understand the mission and values of GlobeMed and the mission of the affiliated grassroots organization.

Section 2: Categories of Membership

Advisor:
Advisor descriptions and eligibility are detailed in Article IV.

Executive Board:
Executive Board descriptions and eligibility are detailed in Article III.

General Body Members:
General body members must be current Ohio State students from any major or class rank. To be considered a general body member, the applicant must submit an application and, if selected, undergo interviews. To join the team, the applicant must then be approved by at least two-thirds of the executive board.

Section 3: Membership Termination

In the event that a member or leader does not meet the general expectations of the organization, such as general body and executive meeting attendance and timely completion of tasks, the organization is able to confront the offender and discuss how to improve situation and/or respectfully ask them to step down in their position within the organization.

(a) The members of the committee to which the offender belongs are able to voice their opinion and debate on what the final proposed course of action should be for the alleged member.

(b) The Executive Board shall have final say on the matter of membership termination.
ARTICLE III: THE EXECUTIVE BOARD

Section 1: Term Length

All executive board members are elected at the end of the Spring semester and will serve as officers in their position for the full academic year, including the summer following their election. Students may serve more than one full term, but must reapply in the spring semester.

Section 2: Eligibility

Only individuals who have been a part of the organization for one full term before the selection process may be eligible to be an Executive Board member.

Section 3: Method of Selecting Executive Board Members

Executive board members must be current Ohio State students from any major or class rank. To be considered a member of the executive board, the applicant must submit an extensive application and, if selected, undergo interviews. The top applicant(s) must then be approved by at least three-fourths of the current executive board as well as the advisor. The Co-Presidents have the final say.

Section 4: Titles and Responsibilities

Co-Presidents (2):
Co-Presidents will help set the vision for the GlobeMed at OSU chapter, as well as the partnership, and potential. They will guide the chapter and its members towards a vision of health equity, continuously bringing the chapter’s work to the why - the reason why we give our time, efforts, and love to GlobeMed. The responsibility of both Co-Presidents is to manage the executive board to achieve chapter goals. More specific responsibilities are listed below.

(a) External Co-President
   (i) The main responsibilities of the External Co-President include maintaining honest and open communication with GlobeMed headquarters concerning the success of the chapter itself. Also, the External Co-President must maintain honest and frequent communication with the affiliated grassroots organization.

(b) Internal Co-President
   (i) The main responsibilities of the Internal Co-President include maintaining collaboration and efficiency within the chapter organization, by ensuring that each executive board member meets their weekly/monthly responsibilities. Also, the Internal Co-President is responsible for all communication that occurs on the University level.

(c) Mandatory Training
(i) In order for GlobeMed at The Ohio State University to maintain active status, the Co-Presidents must attend a 90 minute training session at the Ohio Union within three weeks of their election.

(ii) The Co-Presidents must attend the three-day GlobeMed Leadership Institute on Northwestern University’s campus each year to maintain their roles as leaders of their chapter.

*GlobalHealthU Coordinators (2):*
GlobeMed believes that our world has the potential to be a just world, a world in which all people have the ability to not only survive but thrive. To cultivate this potential, GlobeMed fosters innovation, compassion and thoughtfulness in students through the GlobalHealthU program. The responsibilities of the GlobalHealthU Coordinators are to plan engaging weekly discussions on the topic of global health and to organize events to promote global health awareness.

(a) Mandatory Training: The GlobalHealthU Coordinators must attend the three-day GlobeMed Leadership Institute on Northwestern University’s campus each year to maintain their roles as coordinators.

*GROW Trip Coordinator (1):*
The GROW Internship offers the opportunity for GlobeMed students to form relationships with members of their partner organizations and partner communities. It also allows the partner organization to better understand GlobeMed’s work and mission, and to share resources and information that will help the chapter raise additional funds the following year. The responsibilities of the GROW Trip Coordinator are to communicate with the partner organization during the academic year in preparation for the summer internship, explained in Article VII.

*Campaign Coordinators (2):*
The way in which resources are distributed in our world is unequal. Campaigns are our way of standing with our partners and slowly tipping this scale. Campaigns are important not only for developing leadership skills among members, but for creating leaders who are conscious of their personal values and who have a deep understanding of the impact of their work. The two Campaign Coordinators will plan and execute fundraising campaigns relevant to supporting the affiliated grassroots organization.

*Director of Community Building (1):*
The strength of GlobeMed lies in its relationships - we value reciprocal capacity building and understand that partnership will allow us to achieve more, together. We actively listen to one another with the belief that with listening comes learning. We openly share our thoughts and experiences understanding that our knowledge and wisdom has the power to inform others. We see collaboration as the fundamental source for inspiration and innovation. The Director of Community Building will hosts retreats and activities to build positive chapter culture.
**Director of Finances (1):**
Financial transparency and efficiency are vital to our goals. In order to fulfill our commitment to our partner and to reach our chapter’s full potential, maintaining financial integrity and accountability is crucial. If we aim to create lasting, sustainable change by harnessing the passion and resources of university students to improve health around the world, then we must create the systems necessary to ensure that all of your efforts are being transferred to your partner organization. The Director of Finances will manage chapter funds/bank account and seek resources to enhance financial stability.

(a) Mandatory Training: In order for GlobeMed at The Ohio State University to maintain active status, the Director of Finances must attend a 90-minute training session at Ohio Union within three weeks of their election.

**Director of Communications (1):**
GlobeMed is centered around the idea of communication -- chapters and partners communicate with one another over project ideas and updates, eboards communicate across programs for an understanding of chapter happenings, and chapter members communicate their ideas and beliefs to create productive ghU discussions. In order to accomplish our goals, we strive to work together. In order to work together, we communicate with one another and share our message with broader audiences. The Director of Communications will design publicity materials for chapter events and happenings including printing posters/flyers, and manage social media accounts such as the Globemed at The Ohio State University email.

**Section 5: Inabilities**

If one or both of the Co-Presidents are unable to fulfill a length of term, the remaining Executive Board and Advisor shall vote on a new Co-President(s). Other vacancies in Executive Board will be filled according to Article III, Section 3.

**Section 6: Removal from Office**

If an officer has three or more unexcused absences, he or she will be asked to step down. If an officer is unable to perform his or her duties, he or she will be asked to step down.

**ARTICLE IV: FACULTY ADVISOR**

**Section 1: Eligibility**

The faculty advisor(s) must be members of The Ohio State University faculty or Administrative and Professional staff. The advisor must believe/fully support the mission and vision of GlobeMed at The Ohio State University.

**Section 2: Responsibilities**
The faculty advisor for GlobeMed at The Ohio State University will act as a consultant to the organization in understanding the institutional hierarchies present within the University. Other responsibilities of the faculty advisor include maintaining frequent communication with Co-Presidents and Executive Board, advocating for the chapter, and offering guidance during difficult decisions.

Section 3: Current Advisor

The current advisor for Globemed at The Ohio State University is Crystal Dunlevy.

Section 4: Mandatory Training

In order for GlobeMed at The Ohio State University to maintain active status, the Faculty Advisor must attend a 60-minute training session at the Ohio Union once every two years to maintain his/her position as the an active advisor.

ARTICLE V: MEETINGS

Section 1: General Body Meetings

The General Body Meetings will take place one hour each week. The day will be decided according to the availability of all members including the executive board and may vary every semester. The Internal Co-President will set this date and inform all members of GlobeMed at the Ohio State University. The General Body Meetings are mandatory for the executive board and the general body members. This meeting will be divided into three sections. The first section, lasting about 10 minutes, will be led by the Co-Presidents. Each Co-President will update the organization with new information and upcoming events. Following the news update, the Co-Presidents will call on each executive board member to share their updates within their committees. Once each committee has shared their updates, the Co-Presidents will conclude this section of the meeting. The second section of the meeting, lasting about 40 minutes, will be led by the GlobalHealthU Coordinators. The ghU Coordinators will present their lesson assigned by headquarters with an engaging discussion or activity planned for all members that week. Once the GlobalHealthU Coordinators have completed their weekly activities, the remaining 10 minutes of the meeting will be devoted to the Committee Meetings.

Section 2: Committee Meetings

The Committee Meetings will be held during the last 10 minutes of the General Body Meeting. The executive board member in charge of the committee is responsible for leading the meeting. The committee will run through updates regarding their delegated tasks and review their accomplishments for the past week. Also, the committee will set goals for the following week together. The executive board member in each committee must document the meeting notes in
google documents under the GlobeMed account and update the goals for the following week. Committee members may choose to meet outside the set meeting time if necessary to complete their tasks. However, this external meeting is at the discretion of the executive board member in charge of the committee and the members of the committee. External meeting notes must be documented as well.

Section 3: Executive Board Meetings

Executive Board Meetings will be held weekly and are mandatory for all executive board members, separate from the general body and committee meetings. Advisor(s) may be present during the meetings. The meeting will be divided into two sections. The first section will entail announcements, in which each executive board member will present updates from their committee and their plan/goals for the following week. The second part of the meeting will include discussions including new fundraising ideas and any news associated with the affiliated grassroots organization. If it is necessary to vote on propositions during executive board meetings, the voting will be confidential via paper vote. In the event that there is a tie, the Co-Presidents and the Advisor(s) will prevail. Members main abstain from voting.

ARTICLE VI: AFFILIATED GRASSROOTS ORGANIZATION

Section 1: Responsibilities

The GROW coordinator and the External Co-President are responsible for maintaining at least bi-weekly contact with the affiliated grassroots organization.

Section 2: Meetings

The GROW Coordinator and the External Co-President must present fundraising updates and any necessary news to the affiliated grassroots organization during every meeting. The two executive board members must address any concerns that arise during the meeting and express those concerns to the entire executive board during the weekly meetings. All meetings are to be recorded including the date, time, and meeting notes, and saved to the GlobeMed at The Ohio State University google documents. At the end of each meeting, a goal must be set and recorded, which the chapter or affiliated grassroots organization will achieve by the next set meeting time.

Section 3: Maintaining a Successful Relationship

The GROW Coordinator and the External Co-President must ensure that the affiliated grassroots organization is treating the Ohio State chapter respectfully, to maintain a successful partnership. If any problems arise during the partnership, GlobeMed Headquarters must be contacted and informed of the situation.
ARTICLE VII: GROW INTERNSHIP

Section 1: Purpose and Goals

Purpose:
The GROW Internship offers the opportunity for GlobeMed students to form relationships with members of their partner organizations and partner communities. It also allows the partner organization to better understand GlobeMed’s work and mission, and to share resources and information that will help the partnership grow the following year.

Goals:

(a) To collectively reflect on the strengths and weaknesses of the previous year of partnership.

(b) To engage in mutual learning & evaluation of the work that has been done in order to assess impact and opportunities.

(c) To set a strategy for the upcoming year of partnership through development of a new Partnership Action Framework.

Section 2: Selecting the GROW Team

Qualifications
To be a member of the GROW Team, an applicant must be an active member of GlobeMed at The Ohio State University’s general body or executive board and must identify with the mission and vision of GlobeMed and the GROW Internship.

Application/Selection Process
Applicants must complete an extensive application that will be due early in the Fall Semester. The application will then be reviewed by the GROW Coordinator as well as the Partner Organization contact. Approved applicants will then undergo an interview process by the GROW Coordinator and the Partner Organization contact, who will then select anywhere between 3-5 applicants. Once the team has been chosen, the GROW Coordinator must submit the team roster to the GROW team roster form.

Section 3: GROW Team Expectations

Primary Expectation: Partnership Action Framework
The major expectation of the GROW team is to complete the Partnership Action Framework (PAF) with the affiliated grassroots organization. The Partnership Action Framework is a document that outlines the goals, work plans, and expectations of the partnership. This document guides GlobeMed chapters’ fundraising and GlobeMed partners’ project
implementation. Each year the Partnership Action Framework should be co-developed by the GROW team and the leaders of the affiliated grassroots organization. Partners are encouraged to discuss project ideas and opportunities during the GROW Internship and then solidify the details of the plan. It is then submitted to the Global HQ for review by October 1st each year.

Secondary Expectations

(a) Meet the commitments
   (i) In order for a team to function well, each member of the team needs to carry out their role. Once expectations are defined, each member must hold to his/her commitments.

(b) Advance own development:
   (i) If a member has specific interest areas for his/her personal and/or professional development, he/she should make it a priority to act on his/her interests.

(c) Adhere to the timeline:
   (i) Each member of the team should set the vision and work plan for the team at the beginning of the year. Once it’s clear, adhere to it and set the team standard. If a member not able to meet a deadline, he/she must let the team know at least 3 days in advance.

(d) Provide accurate and honest feedback:
   (i) The most important part of team dynamics is the trust members have for each other. Members should be honest about their hopes and needs, and address issues with a team member directly. It is crucial that members be sensitive while maintaining honest and open communication.

ARTICLE VIII: CONSTITUTIONAL AMENDMENT

In order to amend the Constitution, a formal proposal must be given, in writing, to the Co-Presidents or the Executive Board. The proposal may be submitted by any member of the organization. The proposal will then be added to the agenda for the next meeting where a formal presentation will be given by a supporter of the amendment. After the proposal is presented, the floor will be open to any members or officers who wish to state a case for, or against, the amendment. Comments will be limited to one minute per member. At the end of said meeting, following the open floor discussion, a two-thirds majority of the administrative cohort is needed in order to pass the amendment. The formal amendment will be hereby be done by the Internal Co-President.

ARTICLE IX: DISSOLUTION OF THE ORGANIZATION

The Executive Board should come to a unanimous decision that the organization is no longer fulfilling the mission and purpose, and should therefore consider dissolution. After a unanimous vote by the Executive Board and the Advisor(s) to dissolve the organization, it shall be
dissolved. Any remaining assets will be given to the affiliated grassroots organization in the form of a donation.