

CAMPUS CHAPTER CONSTITUTION

# PREAMBLE

*It becomes everyman who purposes to give himself to the care of others seriously to consider the following things: First, that he must one day give an account to the Supreme Judge of all the lives entrusted to his care. Secondly, that all his skill, and knowledge, and energy, as they have been given him by God, so they should be exercised for His glory, and the good of mankind, and not for mere gain or ambition. Thirdly, and not more beautifully than truly, let him reflect that he has undertaken the care of no mean creature, for, in order that we may estimate the value, the greatness of the human race, the only begotten Son of God became Himself a man, and thus enabled it with His divine dignity, and far more than this, died to redeem it. And, fourthly, that the doctor being himself a mortal man should be diligent and tender in relieving his suffering patients, inasmuch as he himself must one day be a like sufferer.*

**Thomas Sydenham**

*(English Physician, 1624-1689)*

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# Article 1. Name

**The name of this Campus Chapter shall be:**

Christian Dental Association (Christian Medical and Dental Association Student Chapter)

# Article 2. Doctrinal Statement

The following Doctrinal Statement is intended to preserve and propagate the historical doctrinal perspective of the Christian Medical & Dental Associations. These tenets should guide the leadership of the organization in decision making.

1. We believe the Bible to be the authoritative Word of God.
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe in the deity and humanity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, in His present rule as Head of the Church and in His personal return in power and glory.
4. We believe that salvation is based on the sacrifice of Christ and regeneration by the Holy Spirit.
5. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
6. We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the saved and the everlasting punishment of the lost.
7. We believe in the spiritual unity of believers in our Lord Jesus Christ, with equality across racial, gender, and class differences.

# Article 3. Mission Statement / Purpose

Christian Medical and Dental Associations exist to glorify God -- by motivating, educating and equipping Christian healthcare professionals and students:

* *to serve with professional excellence as witnesses of Christ's love and compassion, and*
* *by advancing biblical principles of healthcare within the Church and to our culture.*

# Article 4. Meetings / Events / Participation

Weekly and monthly meetings and activities are open to all students, residents, staff and faculty. The structure is a once-weekly meeting during the Postle Hall lunch hour (11:30-12:20). The meetings are for Bible studies, prayer meetings, and discussion groups. The day of the week will be decided by the board after a summation of all class schedules in hopes to gather as many participants as possible. This will be re-evaluated prior to each new semester. Meeting location is to be reserved by the club secretary.

Meeting Timeline:

Welcome and Announcements

Icebreaker/Get-to-Know-You Time

Prayer

Read Scripture Passage

Discussion

Dismissal

\*Leaders of the day have license to improvise meeting structure

Off-campus activities occur monthly as planned by the regional CMDA personnel in conjunction with the club Vice President.

# Nondiscrimination Policy. This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

# Sexual Misconduct Policy. As a student organization at The Ohio State University, Christian Medical and Dental Association Student Chapter at the Ohio State University College of Medicine expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: https://hr.osu.edu/public/documents/policy/policy115.pdf.

# Membership criteria. All students are welcome to attend meetings and be members. Membership will be determined based on signing up at the initial meetings, to which all students will be invited by email. Also, the CMDA will participate in the student involvement fair where students will have the opportunity to sign up for membership. As required by the Guidelines for Student Organizations, 90% of the membership of the student organization must include current Ohio State University students.

# Article 5. Campus Student Leaders

**Section A – Student Leaders --- please review** [**Student Leader Selection Process**](https://cmda.org/student-life/student-leader-selection-and-transition-process/)

* Must abide by CMDA [**Bylaws**](https://cmda.org/wp-content/uploads/2018/01/2016-bylaws.pdf) in order to function as a CMDA student leader
* Must complete CMDA [**Student Leadership Form**](https://cmda.org/student-life/student-leadership-application/)
* Are responsible, along with the advice and approval of campus advisors and CMDA staff, for choosing, challenging and training leaders for the following year.
* Are **encouraged** to attend our Campus Leadership Webinar Series offered during the academic year. If

**unable** to attend, these sessions are recorded and posted to our website.

* Any leader may be removed by a two-thirds vote of the CMDA student membership on that campus in a member meeting called as outlined in Article 6 of this document.
* Executive board members can leave the group without any issues, but the expectation is that one keeps and upholds his/her leadership role through the end of the Spring Term.

Executive Board Structure

President – D3 student, in charge of topics for discussions, makes leadership schedule, and ensures attendance is taken. All interscholastic responsibilities within Postle and Ohio State Student Life fall to the president. Two-year commitment: must agree to remain on executive board as Discipleship President the year following.

Discipleship President – D4, former president, helps maintain group integrity and disciples current leadership team.

Vice President/Treasurer – D3/D2 student, assists President in roles concerning weekly meeting topics and schedule. All responsibilities outside of Postal and Ohio State (i.e. community engagement) and with the club’s CMDA representative fall to the vice president. Manages club funds through the Office of Student Life.

Secretary – Reserved room/meeting place and sends out reminders for weekly/monthly meetings via GroupMe and/or email. Takes attendance at meetings. Assumes roll of treasurer until formal monetary structure is established in the club.

Community Outreach Officer – Tasked with praying at each meeting or delegating the task. In charge of creative and community-engagement responsibilities, along with club recruitment and retention.

Representatives – At least two members from every graduating class. Tasked with supporting the leadership roles, being a Bible study leader when called upon, and supporting the general upkeep of the groups success. Leaders are strongly encouraged to attend 2-3 CMDA events a year for the purpose of networking and connecting with the great Columbus community. All formally named board members are also representatives.

# Section B – Campus Advisors

* Are selected by the CMDA Regional or Area Director
* Must agree with CMDA's purposes and ***Doctrinal Statement*** *(Article 2 above)*
* Should complete a CMDA [**Leadership Commitment Form**](https://cmda.org/student-life/leadership-commitment-form/)
* Should be a members of the national CMDA organization
* Should attend CMDA student functions when possible and be available to offer guidance to the leadership team throughout the school year
* Report to the CMDA Regional or Area Director

**Article 6. Executive Board Applications and Elections**

* Applications may be submitted to the President anytime during the period of the week before the President’s set deadline for inclusion on the ballot.
* Any member is eligible to apply for a role as a member of the Executive Board of CMDA with one exception:
  + The position of Discipleship President is immediately filled by the previous term’s President.
* Elections will be held via electronic ballot during the last month of Spring term. The ballot will be distributed via email to all eligible voting members.
* A simple majority vote of voting members will be sufficient to elect an Executive Board member. If there are more than two candidates and no candidate receives a majority, there will be a run-off vote between the top two vote recipients in the general meeting. President distributes and collects voting ballots. Advisor counts the votes and communicates the election results.

**Article 7. Organizational / Planning Meetings** *(General meetings: see Article 4)*

* Planning meetings and discussions related to calendar and goals for the student group may be called by the student leaders (*See Article 5, Section A*) at any time.
* Remember to invite CMDA campus advisors, any local CMDA staff and as many CMDA student members interested in the health and direction of your campus chapter.
* Member meetings called to discuss any particular adverse situation or concern as may affect this campus chapter may be called by:
  + Two student leaders *(see Article 5, Section A)*
  + Upon the request of three (3) students *(must be members of National CMDA)*
  + The CMDA Campus Advisor
  + The Local CMDA Council
  + Or by the CMDA Regional, Area or Associate Staff
* One week's notification (written or electronic) of a member meeting shall be given to the local leaders of the CMDA Campus Chapter. Motions will be passed by a simple majority vote of CMDA student members, and they must be consistent with CMDA bylaws, policies, and practices.

# Article 8. To meet Internal Revenue Service non-profit group requirements, each Campus Chapter will:

* Abide by the requirements of the Internal Revenue Code (IRS) Section 501(c)(3) (please see [**IRS**](https://www.irs.gov/Charities-%26-Non-Profits/Charitable-Organizations/Exemption-Requirements-Section-501(c)(3)-Organizations)[**Requirements**](https://www.irs.gov/Charities-%26-Non-Profits/Charitable-Organizations/Exemption-Requirements-Section-501(c)(3)-Organizations));
* Agree to use the same accounting period as CMDA ( which is July 1 through June 30th) in order to be included under CMDA's group exemption with the IRS (Please see Campus Chapter [**Financial**](https://cmda.org/student-life/financial-guidelines-for-local-ministry-groups/)[**Guidelines**](https://cmda.org/student-life/financial-guidelines-for-local-ministry-groups/));
* Notify CMDA if financial activity exceeds $50,000, including donations and/or expenses during the current fiscal year so proper IRS filing may occur (reported via the Reconnect, see Article 8)

# Article 9. To Maintain a Strong Connection with the National Ministry of CMDA, each Campus Chapter will:

* Adhere to the CMDA [**Bylaws**](https://cmda.org/wp-content/uploads/2018/01/2016-bylaws.pdf) as approved by the Board of Trustees;
* Reconnect each year by filing a brief annual report of its ministry and financial activities ([**Student**](https://cmda.org/student-life/campus-annual-report/)[**Campus Annual Report**](https://cmda.org/student-life/campus-annual-report/)) over the past year and provide the names and contact information for the next years’ student and campus advisor leadership no later than June 30 of each year -- identifying the president, vice-president, secretary, etc.;
* Maintain the organization and activities in a manner consistent with those of CMDA;
* Inform Campus Advisors, and any official CMDA Staff (local, regional or national) concerning chapter activities, needs, or any relevant concerns (CMDA is legally responsible for the actions of its constituted chapters).

# Article 10. Methods for Removing Members and Executive Officers

* If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization’s advisor.
* Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor. Members of the Executive Board to be voted upon in this regard will be notified of the intention to do so in writing or by electronic means at least one week prior to the meeting at which the vote will be taken.
* If the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

# Article 11. Adoption and Revocation

* This constitution shall be adopted upon the following:
  1. Receiving and approving by a simple majority vote by those CMDA student members present;
  2. Formal Approval by CMDA Campus & Community Ministries or the CMDA Chief Executive Officer (CEO)
* This Campus Chapter’s affiliation with CMDA may be revoked by the CEO, subject to review by CMDA’s National Board of Trustees.