

The Constitution for MIT MedLinks

Revised 10/3/2022

Article I: Purpose

The purpose of the MedLinks program is to promote the overall health and well-being of MIT students through health education and peer support. MedLinks is a residence based peer health advocacy program comprised of student representatives called MedLinks who have been trained in a variety of health related issues MedLinks help connect fellow students to the many campus support resources available at MIT. They also educate students about the policies and the services of MIT Medical as well as other campus resources. MedLinks is a medical resource within the living groups. MedLinks are trained to dispense single doses of over-the-counter medications and answer questions regarding sexual health, substance abuse, mental health, and other issues. Moreover, MedLinks help students determine when to seek medical attention and support. In addition to the role that they play in student residences, MedLinks also promote awareness of larger health issues on campus by organizing community-wide events. The goal of MedLinks is to act as liaisons between MIT Medical and the student population.

Article II: Membership

1. Any student member, undergraduate or graduate, of the MIT community is eligible to apply to become a member of this organization. One is considered a member of this organization after completing the MedLinks training program. In order to maintain active membership, members must follow the MedLink by-laws.
2. Failure to meet membership requirements will result in a one-semester probationary period, at the discretion of the Membership Coordinator, after which point membership will be re-evaluated.
3. Students may request to pause their active MedLinks status and resume membership in later semesters. MedLinks Exec reserves the right to approve or deny requests based on circumstances.
4. The membership of this organization will at all times contain at least 5 MIT students and be more than half MIT students.
5. This organization will not discriminate based on any characteristic listed in MIT's Nondiscrimination Statement.
6. A member, including residential directors, may be removed by unanimous voting by the executive board in the case that the removed member has neglected their duties, violated nondiscrimination or sexual harrassment policy, etc.
7. Any member who has concerns about the behavior of another member, residential director, or an officer may propose the issue to the executive board for further action.
8. In the case that the member in question disagrees with their removal, they may bring their case to the executive board to explain their situation. The executive board will hold another vote afterwards, in which they may remove the member regardless through unanimous agreement.

Article III: Officers

All officers of this organization must be distinct persons and MIT students. This organization will have nine executive officers:

1. President
 - i. The president shall be the official representative of the group to any other organization and to MIT.

- ii. The president shall preside over all general body meetings and executive board meetings.
- iii. The president shall determine meeting times and shall publicize these meeting times to the membership.
- iv. The president shall regularly consult with program coordinator(s) from MIT Medical.
- v. The president shall keep track of ASA deadlines and objectives.
- vi. If there is a tie in voting among Executive members, the president holds the power to break the stalemate.

2. Vice President

- i. The vice president shall assist the president with their duties, and perform duties in the president's absence.
- iii. The vice president shall oversee the Residential Director program as specified in the by-laws.

3. Treasurer

- i. The treasurer shall be responsible for the finances of the group as specified in the by-laws.
- ii. The treasurer shall attend ASA financial training in communication with the president.
- iii. The treasurer is responsible for writing grants needed for organizational activities as decided upon by the Executive Board.

4. Community Outreach Coordinator

- i. The community outreach coordinator shall organize campus-wide events each semester based on the issues affecting the student body.

5. Secretary

- I. Maintaining all internal communications within MedLinks, especially from the Executive Board to all MedLinks.
- II. Responsible for executive board meeting notes and maintaining accountability.

6. Training Coordinator

- i. The Training Coordinator will be in charge of planning new member training and continuing education sessions. They will help keep track of training requirement completion for new members.

7. Membership Coordinator

- i. The Membership Coordinator shall oversee the integration of new members, including recruitment and selection. The Membership coordinator is also responsible for keeping track of membership requirements for current members.

8. Publicity Chair

- i. The Publicity Chair shall be responsible for designing and organizing publicity campaigns for MedLinks, including any posts on social media platforms.

9. Social Chair

- i. The Social Chair shall organize MedLinks community, social events that will help members to communicate and interact with each other.

In addition to the aforementioned duties, all officers are expected to be present at all executive board meetings. If an officer cannot attend a particular meeting, they should notify the entire executive board.

Officer Selection process

1. Every MedLink who would like to run for a position on the Executive Board must fill out an application. Applicants will rank their position preferences.
2. All applicants will be called in for an interview. Interviewers will choose candidates at a selection meeting after all interviews are complete. If consensus cannot be reached, every interviewer gets one vote and a majority vote gets the position.
 1. The Selection Committee includes the following individuals:
 - i. MedLinks Program Coordinators
 - ii. Outgoing members of the Executive board who are not running for a position.
 - iii. Up to four members from the general body.
 1. If necessary, these members will be chosen by the most points obtained in one year.
 - iv. Members who are running for positions cannot serve on the selection committee.
 3. Transition should be complete before the end of Spring semester.
 4. Quorum for election will be 50% of the selection committee

The term of office runs from the last day of classes of the Spring Semester until the last day of classes of the following year.

Removal: Officers may be removed by a unanimous vote of the remainder of the executive board.

Procedures following removal or resignation: Within a specific time period specified in the by-laws, a selection committee shall be formed, consisting of at least one Executive Board member and at least one Program Coordinator, and also preferably including at least one member-at-large. This selection committee shall solicit applications from the general membership and select a new Executive Board member.

Article IV: Meetings

1. At least one general body meeting shall be held per semester, as specified in the by laws.
 - a. Quorum for the general body meeting will be 25% of the members
2. Meetings shall be presided over by the President, unless they are absent, in which case the Vice President shall preside.
3. Executive Board meetings shall be held regularly and will be open to all active members.
 - a. Quorum for executive board meetings will be 50% of the execs

Article V: Amendments

1. Amendments to this constitution may be presented by any member of the organization.
2. Amendments to this constitution shall be passed by a two-thirds vote of the members present or voting online.
3. Quorum for amending this constitution shall be one-half of all members of the organization.

Article VI : ASA Governance Clause

MedLinks agrees to abide by the rules and regulations of the Association of Student Activities, and its executive board. This constitution, amendments to it, and the by-laws of this organization shall be subject to review by the ASA Executive Board to ensure that they are in accordance with the aforementioned rules and regulations.