

**Mediators Beyond Borders
University Chapter Constitution
for
California State University – Dominguez Hills**

Adopted October 7, 2009

Purpose: The purpose of this Constitution is to create a University Chapter affiliated with Mediators Beyond Borders. Mediators Beyond Borders (MBB) is a non-profit provider of pro bono conflict resolution capacity building within post-conflict nations and communities. A key goal of MBB is to develop indigenous skills for group facilitation, public dialogue, strategic planning, collaborative negotiation, and peer mediation. Teams of MBB volunteers conduct skill-building workshops consistent with the norms, values, and culture of the locale. The MBB mission is to increase the capacity of hostile communities to prevent, resolve, and recover from violent conflict. MBB explores an array of conflict resolution alternatives for strategic integration into the political, economic, and social institutions of selected locales. MBB Project teams volunteer for between 1 to 3 weeks per year, over a number of years in the same country, to build sustainable initiatives and to develop local peacemakers and peacekeepers. MBB partners with existing NGOs and ADR entities to provide experienced trainers and consultants to complement and expand the conflict resolution capacity in post-conflict communities and nations. Students Members of MBB may become involved in MBB Projects in order to learn alternative dispute resolution processes and their importance in a hands-on environment. Participating in and contributing to MBB initiatives may allow students the opportunity to travel to developing nations and provide help to people in post-conflict communities.

Statement of Chapter Purposes: By this Constitution, there is created a University Chapter of MBB at California State University – Dominguez Hills (MBB-CSUDH). This University Chapter is committed to pursuing the interests of MBB, assisting MBB in the fulfillment of its Mission, and in assisting our own student members to benefit to the fullest extent possible by affiliation with MBB.

Chapter Activities: To fulfill its purpose, MBB-CSUDH (the Chapter) will sponsor a range of activities, programs and services consistent with the purposes of MBB. Events will include hosting forums and discussions with speakers who are experienced mediators, persons involved in the political realm, or representatives from partner nations or organizations. Additional events may include movie screenings related to international conflict resolution initiatives and their needs. The Chapter will host fundraisers to help raise funds to cover dues

and travel expenses for students, will hold consistent meetings, and will arrange periodic activities as well as talks by academics from various disciplines both within the university and from the neighboring communities.

Membership Requirements: The Chapter seeks a diverse membership consisting of students from all graduate academic programs within the University, of all races, creeds, colors, ages, sexes and nationalities. In order to be considered a member in good standing of the Chapter, each member must attend at least two events or meetings per semester, must be in good academic and social standing with the University, and must keep their membership dues current. No form of hazing or illegal discrimination will be tolerated in connection with membership in the Chapter.

Membership Privileges: The privileges of membership will include access to meetings, events and activities of the Chapter, the ability to hold formal office within the Chapter, the ability to vote for officers of the Chapter, access to local and national information maintained on MBB message boards and data bases, access to Internship opportunities with MBB, exercise of the rights and privileges of a full Mediator member of MBB, and the ability to be involved in international travel and initiatives of MBB as a full Mediator member.

Associate Membership: Faculty, staff and alumni of the University, together with undergraduate students from within the University and students from among other higher educational institutions in the local community may become associate members of the Chapter. Associate members as well as non-University persons may participate in the meetings and activities of the organization but may not vote, hold office, or serve in formal leadership positions.

Financial Obligations of Members: Each student and associate member enrolled as a student will be responsible for paying national MBB dues of 5 cents per day, or \$18.25 per year. Other associate members will be responsible to pay the dues appropriate for their status. Fundraisers throughout the year will help raise money for student's dues if any student cannot afford to pay the national dues.

Membership Recruitment and Retention Procedures: Recruitment of new members will be constant, with extra focus on the beginning of the Fall semester. At least one meeting and one activity will be held during the first two weeks of the Fall semester which will be free and open to everyone with an interest in MBB activities. At those meetings and activities, membership application forms will be distributed and new members will be encouraged to register. All persons who meet the membership requirements will be accepted. Members who do not meet the membership requirements or who fail to pay membership dues will be made inactive at the end of each semester. If such member does not seek reinstatement by the end of the following semester, then that person will be removed from membership in the Chapter.

Voting Privileges: Every member in good standing, other than associate members, shall have the right to exercise voting privileges in all votes or elections held by the Chapter.

Officers: In order to satisfy national requirements, the Chapter must constantly maintain at least three student officers in good standing with the Chapter and in good academic and social standing at the University. The Chapter's officers include a President, Vice-President, Secretary, Treasurer, Publications Chair, and Events Chair. The Chapter's six officers will constitute the Executive Committee of the Chapter. The President will have overall control of the Chapter and interact consistently with MBB headquarters. The Vice-President will assist the President in operations and be available to take over presidential duties should the need arise. The Secretary will give notice of and take minutes at all meetings of the Chapter, maintain a record of all Chapter activities and events, and maintain a list of Chapter members. The Treasurer will manage the financial affairs of the Chapter, will maintain records and prepare regular statements reflecting the financial activities and status of the Chapter, and will annually report Chapter financial information to MBB. The Publications Chair will be in charge of contact with the membership, with the University student body, with the local community and the local media in order to promote MBB events and to publicize the activities of the Chapter. The Events Chair will be in charge of organizing at least three events during each semester and two events during the summer term. The Publications Chair and Events Chair may form committees consisting of Chapter members and associate members to assist them with their respective responsibilities.

Election of Officers: The election of Officers will take place annually at a meeting to be held during the first month of the Spring semester. Any member in good standing may self-nominate for any office prior to the meeting, and officers may be nominated by anyone present at the meeting who meets the membership requirements. All candidates for office are required to be members in good standing with the Chapter and the University. The President and Vice-President must have been active and in good standing with the Chapter for at least two consecutive semesters at the time of their nomination. The President must have held another position as an Officer of the Chapter to be eligible for President. The election process will be conducted by secret written ballot unless there is only one candidate nominated for any such office, in which case that officer may be elected by acclamation. Verified ballots of members not present at the meeting may be counted if received by the Secretary in advance of the election. Proxies shall not be permitted. Election results will be announced promptly after the vote has been tallied. A simple plurality of votes cast will be required to be elected to any office. No member may hold more than one office at any one time.

Terms of Office: The term of office for all officers shall be for one year or until their successors have been elected. Officers assume their respective

offices immediately following announcement of election results after the annual election.

Resignation and Removal of Officers: Any officer may resign from office at any time by delivery of a written notice of resignation to any other officer. Any officer may be removed by the members at any special meeting of the Chapter called for that purpose by a vote of more than 65% of the members in good standing. In the event that any officer is removed by vote of the membership, an election to fill the vacancy will be conducted at that special meeting, and the new officer will serve the remainder of the term of the removed officer. In addition to removal by the members, any officer may be removed by a two-thirds vote of the Executive Committee at a meeting of which specific notice of intent was given to the officer if the officer to be removed ceases to be a member in good standing of the Chapter or the University, fails to attend three consecutive meetings of the Chapter or the Executive Committee, or consistently fails to carry out the responsibilities of the office to which the person was elected. In the event of removal of an officer by the Executive Committee, the Executive Committee shall promptly appoint a member in good standing to succeed the removed officer, and the new officer will serve the remainder of the term of the removed officer.

Meetings of Members: In addition to the annual election meeting, regular meetings of members will be held on campus at least three times per semester during the Fall and Spring terms, and at least once during the summer term. Notice of meetings shall be given by the Secretary and posted in prominent places near the NCRP office as well as around the campus at least 72 hours prior to the meeting. Anyone may attend meetings, but only members in good standing shall have the automatic right to participate or vote at any meeting of members. The presence of eight members in good standing, including officers, shall be sufficient to constitute a quorum to open a meeting.

Meetings of Executive Committee: The Executive Committee will meet at least once per month to discuss and organize Chapter affairs. All meetings of the Executive Committee will be open to any Chapter member in good standing, but only members of the Executive Committee shall have the automatic right to participate or vote any such meeting. Notice of Executive Committee meetings will be posted near the NCRP office at least 48 hours prior to a scheduled meeting, but such notice may be waived in the event of an emergency or other urgent need to convene such a meeting. The presence of at least three members of the Executive Committee shall be sufficient to constitute a quorum to open a meeting.

Finances: All expenditures must be approved by a majority of the Executive Committee members present and voting at a meeting. All checks issued by the Chapter must be signed by the Treasurer and either the President or Vice-President.

Advisor: The Chapter will have at least one faculty advisor from the NCRP faculty. The faculty advisor will be designated from time to time by the Director of the NCRP Program, with the consent of the Executive Committee of the Chapter. In addition to the faculty advisor, other NCRP faculty and professors from various graduate disciplines within the University may be invited to supervise and advise on issues of importance to the Chapter.

External Affiliations: The Chapter will be a part of Mediators Beyond Borders, a non-profit organization incorporated in Pennsylvania, U.S.A. In order to maintain its status as a University Chapter of MBB, CSUDH MBB will have to adhere to certain guidelines set by MBB including payment of membership dues, consistent operation on a regular basis, monthly correspondence between Chapter Officers and MBB, and annual financial reporting to MBB.

Amendments: The Constitution may be amended by the approval of 65% of the active members of the Chapter and consent by a majority of the Chapter Executive Committee.