



## [COLLEGE/UNIVERSITY] Chapter Constitution

### **PREAMBLE**

Recognizing our unique potential, we, the missionary kids (MKs), third culture kids (TCKs) and international students of [COLLEGE/UNIVERSITY], in order to help each other in making cultural transitions; to promote growth, unity, Christian fellowship, and service; and to communicate to each other the unique advantages of joining in fellowship and support of each other to ordain this constitution.

### **ARTICLE I**

#### *NAME AND PURPOSE OF THE ORGANIZATION*

##### SECTION ONE

- A. The name of the organization shall be MuKappa. It is taken from the Greek letters for M and K.
- B. This organization is a chapter of MuKappa International - a fraternal association of the children of missionaries.

##### SECTION TWO

The purpose of the organization shall be:

- A. Encourage members to assimilate to university culture in America while still celebrating their diverse life experiences.
- B. To aid members in their cultural adjustments by allowing them to embrace their past while building toward their future.
- C. To provide an ongoing network of encouragement, fellowship, and understanding among its members.
- D. To help foster meaningful relationships with God, family, and others.
- E. To promote missions on campus by assisting the [COLLEGE/UNIVERSITY] Global Outreach department.
- F. Encourage members to become involved with other organizations to expand their university experience in order to serve others.

### **ARTICLE II**

#### *MEMBERSHIP AND CLUB PARAMETERS*

##### SECTION ONE

- A. Membership into a MuKappa chapter is open to anyone who is a missionary kid or any person from a multicultural or international background although the organizational objectives are geared to the missions community as per its origins.
- B. Americans, also known as internationally inclined people (IIP), are allowed to become members of MuKappa, but will have lower priority to capped events compared to MK's, TCK's and Internationals.
- C. A form will be filled out by each member to provide information for the purpose of the organization.

##### SECTION TWO

- A. A missionary kid (MK) is hereby defined as a person whose parents have been or are currently involved in cross-cultural Christian ministry.
- B. A multicultural, or third culture kid (TCK) is hereby defined as a person whose parent's occupation (i.e., military, diplomatic corps, or business) has allowed the family to live in a culture other than their own, or a person whose identity/ethnicity is that of another culture (i.e. adoption).
- C. An international kid is hereby defined as a person who was born and raised in another culture and is living outside their country of citizenship.
- D. An internationally inclined person (IIP) is hereby defined as a person who is fully American yet shows interest in all things international and cross-cultural.

##### SECTION THREE

All members are encouraged to attend activities, and are expected to live within the guidelines of the [COLLEGE/UNIVERSITY] student handbook.

## **ARTICLE III**

### *MUKAPPA OFFICERS*

#### SECTION ONE

The titles of the MuKappa officers shall be: President, Vice President, Secretary, Treasurer, Chaplain, and Event Coordinator(s).

#### SECTION TWO

A. In order to be elected an officer of a MuKappa chapter, the nominee shall evidence a vital personal relationship with Jesus Christ and exhibit leadership skills.

B. Only MK's, TCK's and International students are eligible for officer positions.

#### SECTION THREE

All officers for the following year must be elected by the second week in April, according to the guidelines for voting in Article VIII. These officers will observe in transition until the end of the semester, after which they will assume full responsibility for the next year.

#### SECTION FOUR

A. The responsibility of the President shall be:

- a. To preside over all meetings
- b. To represent the organization before the student body, faculty, staff and administration.
- c. To meet weekly with faculty advisor to organize and prepare for officer meeting.

B. The responsibility of the Vice-President shall be:

- a. To perform all presidential responsibilities if the president is absent.
- b. To work closely with the President in planning and running special activities through regular meetings with the President.
- c. To fulfill responsibilities when other officers cannot attend or fulfill their duties.

C. The responsibility of the Secretary shall be:

- a. To record and distribute minutes at all business meetings.
- b. To handle all written communication within/for the organization.

D. The responsibility of the Treasurer shall be:

- a. To handle all the finances of the organization.
- b. To work with faculty advisor on a budget for the year.
- c. To keep careful bookkeeping.

E. The responsibility of the Event Coordinators shall be:

- a. To organize and look for creative ways for MuKappa fellowship through different events including class events.
- b. To facilitate activities.
- c. To organize transportation details for events.

F. The responsibility of the Chaplain shall be:

- a. To provide spiritual support and guidelines to all members as needed.
- b. To prepare Bible Study lessons for the various activities/events.

G. All officers are expected to support the members of the organization.

H. All officers are expected to represent the freshman and help them assimilate into [COLLEGE/UNIVERSITY].

I. Officers are highly encouraged to have an adult spiritual mentor to help assist them in their leadership role.

#### SECTION 5

In the case that an officer must be replaced, an executive decision by the president will be made to decide who will replace the officer. It will then be brought up to the officer team, in which then the prospective officer will be contacted.

## **ARTICLE IV**

### *CHAPTER ADVISOR*

#### SECTION ONE

The advisor(s) may be an MK or missionary by background, but the highest prerequisite is that he/she must have a "heart" for missionary kids/international students and their unique needs.

#### SECTION TWO

The advisor shall be a member of the staff, faculty, or administration of [COLLEGE/UNIVERSITY]..

### SECTION THREE

The advisor's responsibility shall be to encourage and to provide direction within the organization as requested and to attend all meetings.

### SECTION FOUR

The advisor shall not be a voting member of the organization.

## **ARTICLE V**

### *MEETINGS*

#### SECTION ONE

Meetings shall be held on a weekly basis (or a schedule agreed upon by the officers) at a time, day and place determined by the officers. All officers are expected to attend each meeting.

#### SECTION TWO

Meetings are to be primarily a time of planning, organization, fellowship, and prayer for the officers and members of MuKappa.

#### SECTION THREE

In case of an emergency, the President may call a meeting at any time.

## **ARTICLE VI**

### *FINANCES*

#### SECTION ONE

All finances are to be handled by the Treasurer.

#### SECTION TWO

A budget is to be drawn up for each year. This will be discussed between the advisor and the Treasurer.

#### SECTION THREE

Operating expenses are to be obtained by applying for [COLLEGE/UNIVERSITY] funding, by sponsoring fundraising activities, and through contributions. Expenses are not to be obtained by dues from members.

## **ARTICLE VII**

### *VOTING*

#### SECTION ONE

At officer meetings, all voting requires a quorum of the officers.

#### SECTION TWO

A quorum is hereby defined as two-thirds of the officers.

#### SECTION THREE

All voting requires a simple majority to pass business.

## **ARTICLE VIII**

### *ELECTION OF OFFICERS*

#### SECTION ONE

A. Officers are to be nominated by the general members of MuKappa, and then voted on, once the nominees have accepted the nominations. All members are allowed to vote, including IIP's. For event coordinators, each class votes for their corresponding class coordinator.

B. In the case of a tie, current officers are to make an executive decision as to who is elected. This will be done with the advisor's input and guidance.

C. Only MK, TCK, and internationals can run for a position.

## SECTION TWO

Anyone nominated for the position of President must have served as an officer in MuKappa before. In the event that no one who has previously been an officer is available, the necessary steps in training and choosing the new President will be taken by the officers. The President position is only elected through officers, the general members of MuKappa are not involved in the Presidential election process.

## **ARTICLE IX**

### *AMENDMENTS TO THE CONSTITUTION*

#### SECTION ONE

All members are to be notified in writing at least two weeks prior to voting on any amendments to this constitution.

#### SECTION TWO

All amendments will be voted on by the officers and approved by a simple majority.

#### SECTION THREE

All amendments are subject to the approval of the [COLLEGE/UNIVERSITY] Student Government Association (SGA).

## **ARTICLE X**

### *RESPONSIBILITIES TO MUKAPPA INTERNATIONAL HEADQUARTERS*

#### SECTION ONE

A copy of the chapter constitution shall be on file in the MuKappa International office for reference purposes. Any amendments made to the constitution shall also be submitted to be added to the chapter's file.

#### SECTION TWO

Annual chapter membership fees are due to the MuKappa International office annually by September 30. Fees shall be used to help defray operating expenses and verify active membership status.

#### SECTION THREE

A brief annual report shall be submitted to the MuKappa International office annually by September 30. The report shall summarize the chapter activities of the past year and outline projected plans for the coming year.