



**BYLAWS OF THE
MIDWEST ASSOCIATION OF FILIPINO AMERICANS**

Last Edited: August 11, 2024

Article I: MAFA PROGRAMMING

Section A: Overview

- I. MAFA Programming is up to the discretion of the current Executive Board.
- II. The creation, development, and execution of MAFA programming are responsibilities of the current Executive Board.
- III. MAFA Programming includes, but is not limited to:
 - A. MAFamilies
 1. Subunits of general members put together as a “family” by the current Outreach Chair(s)
 - B. MAFA Interns
 1. A group of General MAFA Members interested in learning about MAFA Executive Board positions, selected through an application process

Article II: MAFA EVENTS LOCATION SELECTION

Section A: Events Location Selection Overview

- I. All MAFA Member Organizations shall be allowed to apply to host any of MAFA's Events.
 - A. Such events include but are not limited to the Summer Leadership Retreat, Winter Leadership Retreat, and MFAS.
 - B. No one member organization shall be allowed to host multiple events during one academic year.
 1. However, in the event of an extenuating circumstance, a member organization may be allowed to host multiple events as decided upon by the current Executive Board.

Section B: Application Process

- I. A member organization interested in hosting a MAFA event must:
 - A. Complete the MAFA Event application for the specific event provided by the Executive Board.
- II. Member Organizations may apply to host multiple Events, but must choose one if selected for multiple.

Section C: Selection Process

- I. The current Executive Board shall develop and implement criteria for the selection of the host Organizations for MAFA Events.
 - A. Suggestions for criteria are as follows:
 1. Funding
 2. Allocated space
 3. Accommodations
 4. Schedule
 5. Overall preparation and direction

Section D: Announcement/Awarding of MAFA Events

- I. The current Executive Board shall notify all applicants of the final decision no later than two weeks after the application deadline.

Section E: Responsibilities of The MAFA Executive Board and Host Organization

- I. It is the current MAFA Executive Board and MAFA member host organization planning committee's responsibility to determine how duties are delegated.
 - A. Both the MAFA Executive Board and MAFA member host organization must contribute to the planning of the event to the best of their ability.

- B. Both parties must be fully aware of each other's tasks.
- II. The coordinators of the planning committee shall make any final decisions if necessary.

Article III: The Midwest Filipino American Summit

Section A: Overview

- I. The Midwest Filipino American Summit, herein referred to as MFAS, is a student-led conference promoting the celebration and empowerment of Filipino, Filipino American, and Asian American communities.
- II. MFAS shall be planned and executed by both the MAFA Executive Board and the chosen member organization host.
 - A. The member organization will be chosen by the application and selection process outlined in article II.

Section B: MFAS Committee Coordinators

- I. MFAS and its committees are spearheaded by the MFAS coordinators
 - A. There may only be a maximum of four coordinators.
 - B. The events director and president of MAFA shall serve as at least two of the coordinators for the Midwest Filipino American Summit
 - C. The remaining coordinator(s) will consist of two of the executive board members of the MAFA member organization host.

Section C: MFAS Committee Organization

- I. Both the executive board of MAFA and the member organization host as well as any other individual that significantly contributes to the planning of MFAS shall herein be referred to as the MFAS committee.
- II. MFAS Committee may be divided into the following subcommittees at the discretion of the coordinators.
 - A. Entertainment
 1. The entertainment committee shall have, but is not limited to the following powers and duties:
 - a) Overseeing all preparations for the MFAS Variety Show
 - b) Recruiting and selecting the headliner
 - c) Recruiting and selecting MAFA member organization performers
 - d) Recruiting and selecting the philanthropy
 - B. Finance
 1. The finance committee shall have, but is not limited to the following powers and duties:
 - a) Creating and maintaining a budget
 - b) Recruiting sponsors and donors
 - c) Applying for financial grants
 - d) Overseeing preparations for any and all MFAS-related fundraisers
 - C. Hospitality

1. The hospitality committee shall have, but is not limited to the following powers and duties:
 - a) Overseeing all preparations for the MFAS facilitator lunch.
 - b) Facilitating lodging for the headliner, keynote speaker, workshop facilitator, attendees, and other individuals.
 - c) Creating a facilitator, external guide and day-of conference guide.

D. Logistics

1. The logistics committee shall have, but is not limited to the following powers and duties:
 - a) Booking all locations related to MFAS events.
 - b) Overseeing all preparations for MFAS opening ceremony and other social related MFAS events.
 - c) Overseeing all preparations for Friday Night Social

E. Media & Marketing

1. The media & marketing committee shall have, but is not limited to the following powers and duties:
 - a) Designing graphics to notify all stakeholders of any and all important MFAS updates
 - b) Designing and/or commissioning merchandise to be sold at MFAS
 - c) Documenting MFAS through photographs, videos, recordings, etc.

F. Outreach

1. The outreach committee shall have, but is not limited to the following powers and duties:
 - a) Informing and requesting MAFA member organizations to attend MFAS
 - b) Assisting Finance in acquiring sponsorships

G. Registration

1. The registration committee shall have, but is not limited to the following powers and duties:
 - a) Drafting a registration form for MFAS attendees
 - b) Discussing registration pricing and windows with the MFAS finance committee
 - c) Designing name tags for all who are attending MFAS (i.e. students, facilitators, keynote speaker, headliner)
 - d) Overseeing all preparations for MFAS night market

H. Workshops

1. The workshops committee shall have, but is not limited to the following powers and duties:
 - a) Recruiting and selecting the keynote speaker for MFAS opening ceremony.
 - b) Recruiting and selecting workshop facilitators.
 - c) Overseeing all preparations for the MFAS workshops.

Article IV: MAFA Summer Leadership Retreat

Section A: Overview

- I. The MAFA Summer Leadership Retreat is an annual assembly hosted in the summer (May-August) to further relations between MAFA and its Member Organizations.
- II. Through workshops and networking events, attendees are able to expand on their experiences as leaders and discuss Filipino and Fil-Ams related issues.

Section B: MFAS Committee Coordinators

- I. MFAS and its committees are spearheaded by the MFAS coordinators.
 - A. There may only be a maximum of four coordinators.
 - B. The events director and president of MAFA shall serve as at least two of the coordinators for the Summer Leadership Retreat.
 - C. The remaining coordinator(s) will consist of two of the executive board members of the MAFA member organization host.

Article V: Processes Regarding Sexual and/or Physical Misconduct

Section A: Notification

- I. If any MAFA member or any individual outside of MAFA believes that an occurrence of sexual and/or physical misconduct has occurred, members can notify any member of MAFA's Executive Board and file a formal complaint of sexual and/or physical misconduct.
 - A. The member of MAFA's executive board will schedule a meeting with the complainant to begin the formal complaint process (FCP).
 - B. The FCP can only be done in the following means: in-person, phone call, and Zoom or other video communication.
- II. Prior to the FCP, the MAFA executive board member will notify the complainant of the following:
 - A. MAFA's Constitution, particularly articles X and XI on MAFA's policies on sexual and physical misconduct respectively.
 - B. MAFA's bylaws, particularly article V, to allow the complainant to be aware of the full process regarding sexual and/or physical misconduct.
 - C. Any information shared during the FCP may be shared with other individuals including but not limited to other MAFA executive board members, MAFA Board of Directors, the complainant's MAFA member organization's executive board, the complainant's university, and law enforcement.
 1. During the FCP, the MAFA executive board member will take detailed notes regarding the incident.
 2. If the complainant wishes to remain anonymous, the MAFA executive board member that they are in communication with will redact any identifying information when sharing the formal complaint with other MAFA executive board members.
 - D. If the complainant wishes to move forward, the FCP will begin.

Section B: Formal Complaint Process

- I. The complainant will begin by outlining all details of the incident to the MAFA executive board member.
- II. The MAFA executive board member will bring all details of the formal complaint to MAFA's upper board.
 - E. MAFA's upper board will identify other parties involved, contact them, and gather more information as deemed necessary.
 1. Other parties contacted will follow the same formal complaint process, but any new details revealed will be included in the original formal complaint from the original complainant.
 - F. MAFA's upper board will notify any necessary individuals or groups about the incident as deemed necessary. These individuals or groups can include but are not limited to: other MAFA executive board members, MAFA Board of Directors, the complainant's MAFA

member organization's executive board, the complainant's university, and law enforcement.

- III. If any party involved is a member of MAFA and is found to have violated MAFA's constitution, particularly articles X and XI on MAFA's policies on sexual and physical misconduct respectively, that member(s) will be subject to expulsion from MAFA.
 - A. If a member is expelled from MAFA, the expelled member will be banned from all future MAFA and MAFA-affiliated events.
 1. The member's MAFA-affiliated organization will be notified of any expulsion and may take additional disciplinary actions as they see fit.

MAFA Executive Board 2025-2026

| Name | Position | Signature | Date of Signature | Contact Information |
|-------------------|---------------------------|---|--------------------------|--|
| Spencer Ainza | President |  | 7/16/2025 | spencerainza@gmail.com (651)815-9700 |
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| Jaden Sebastian | Vice President - External |  | 7/16/2025 | jadenrsebastian@gmail.com (765)-603-1821 |
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| Tyler Genel | Outreach Chair |  | 2/10/26 | tj.genel@gmail.com (224) 828-2962 |
| Juliana Grageda | Events Coordinator |  | 7/16/25 | juliana.grag3@gmail.com (414) 335-9735 |
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