

Constitution for Global Medical Brigades at University of California, San Diego

ARTICLE I. NAME OF STUDENT ORGANIZATION*

- 1) **The organization shall be called Global Medical Brigades at UCSD.**
- 2) **This organization will use its official name or the acronym, GMB, in all publicity materials and official correspondences.**

ARTICLE II. STATEMENT OF PURPOSE*

- 1) **Global Medical Brigades is a non-profit, secular, international network of student run volunteer organizations whose mission is to provide sustainable health care to underserved communities in developing countries. The Global Medical Brigades (GMB) chapter at UCSD will recruit student volunteers and medical professionals, collect medicine, and travel abroad to perform medical brigades.**

ARTICLE III. NONPROFIT STATEMENT*

- 1) **Global Medical Brigades at UCSD is a non-profit student organization.**

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP*

- 1) Membership shall be open to currently registered UCSD students, faculty, staff, and alumni regardless of gender, race, ethnicity, religion, disability, socioeconomic status, or sexual orientation.
- 2) Only currently registered UCSD undergraduate and graduate students are eligible to be voting members. All other UCSD students, faculty, staff, and alumni are eligible to be non-voting members.
- 3) Members are required to pay an annual membership fee of \$25 and the membership is renewed every fall.
- 4) Up to 50 student volunteers will be selected for each brigade by an application process. The number of students may vary depending upon the number of recruited medical professionals. The officers of the chapter will have guaranteed placement in all brigades.
- 5) All members participating in a brigade shall pay \$1200-2000 per trip to cover in-country costs such as food, accommodation, and transportation. Additional airfare will apply, but vary depending upon the airline quote at the time of reservation.
- 6) All members are required to support the purpose of the organization by participating in club events unless such events interfere with individuals' academic or personal obligations.
- 7) Members may have their membership revoked for failure to satisfy the membership requirements as stated above.
- 8) A simple majority vote at a regular or special meeting is sufficient to revoke membership.
- 9) Members to be voted upon will be notified of the motion in writing at least a week prior to the meeting at which the vote is to be taken.

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS*

- 1) Regular meetings will be held twice a month. The frequency of the meetings may be increased in order to ensure complete preparation for a brigade.
- 2) Special meetings can be called by any combination of three officers, and the notice shall be given to the members at least 72 hours in advance of the special meeting.
- 3) At least one half of the entire voting membership must be present in order to make a decision on matters concerning the whole GMB membership.

ARTICLE VI. QUALIFICATIONS FOR HOLDING OFFICE AND METHODS OF SELECTING AND REPLACING OFFICERS*

Section 1: Requirements for Running and Holding Office

- a) **Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers.**
- b) Officers must participate in at least one brigade per academic year.
- c) In order to run for the President, the Vice-president, or the Finance Chair, candidates must have completed at least one successful brigade.

Section 2: Nomination and Election

- a) Office nomination for the following academic year will be accepted through an application process established by current officers as early as April.
- b) Election will be held at the next chapter meeting following application process
- c) All officers shall be elected by a majority vote of eligible voting members. If no candidate receives a majority vote, there will be a run-off vote between the top two vote recipients

Section 3: Officer Titles and Duties

- a) President or Co-Presidents
 - i) Be the executive officer and administrator of all Medical business of the chapter
 - ii) Oversee the progress and actions of all other officers
 - iii) Act as chief representative of the chapter to other organizations
 - iv) Define an agenda for the organization
 - v) Preside over all official meetings
 - vi) Oversee the publication of the chapter's announcements, newsletters, and marketing brochures
 - vii) Develop strategies that promote the chapter's visibility in the community
 - viii) Make sure that there is proper communication amongst all committees within the organization
 - ix) Facilitate meetings for chapter and committees
 - x) Meet with professionals in the field of Medicine to tell them about the organization and try to obtain their help, either personally or through monetary donation or even donation of needed supplies.
- b) Vice-President of Finance/Logistics
 - i) Responsible for getting AS funds
 - ii) Promote fundraising within brigade members and organize external events

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- iii) Prepare quarterly and annual financial reports
 - iv) Review all actions and decisions of the committees
 - v) Collect fees associated with club activities and maintain funds
 - vi) Maintain the financial records of the club and report on all of the chapter expenditures at each meeting
 - vii) Coordinate the chapter's financial activities and performing payment of club expenses in a timely manner
 - viii) Can organize committee if desired
 - ix) Determine the chapter's financial needs
 - x) Oversee the development and implementation of projects or events that increase organizational funds as well as the visibility of the chapter
- c) Vice-President of Fundraising
- i) Responsible for setting up fund-raising bank
 - ii) Track progress of finance collection to ensure that all members have enough funds to pay for trip
 - iii) In charge of finding and submitting grant forms to various organizations in order to fundraise for the organization
 - iv) Work in the concert with the VP of Finance to make sure that grant forms are completed carefully
 - v) Organize fundraisers with local businesses such as CPK and other restaurants Operations
 - vi) Can organize committee if desired
- d) Vice-President of Donations
- i) Collect donations for hygiene packs
 - ii) Stay in contact with both local and global organizations for donations
 - iii) Collect toothbrushes, soap, hand sanitizer, and other basic hygiene products
 - iv) Track progress of donation progress
 - v) Can organize committee if desired
 - vi) In charge of finding and submitting grant forms to various organizations in order to collect donations for the organization
- e) Vice-President of Charla/Education
- i) Organize various social events for members, including culture nights
 - ii) Recruit professionals to speak at 'Learn from the Pros' events as well as motivational speakers
 - iii) Facilitate student participation in presentations of cultural, historical, political information on Honduras.
 - iv) Organize educational activities and games for children and adults in country
 - v) Educate brigadiers about culture and healthcare issues in country
 - vi) Educate communities about how to properly maintain health and wellness

Section 4: Removal from Office

- a) Any officer of Global Medical Brigades in violation of the chapter's purpose or constitution may be removed.

- b) A written request for the removal of an officer must be made by at least three voting members of the organization.
- c) An officer to be voted upon shall be notified of the request in writing at least one week before the next chapter meeting.
- d) A simple two-thirds majority vote at a regular chapter meeting is sufficient to remove an officer.

Section 5: Term of Office and Vacancy

- e) The term of office shall be from the first day of the fall quarter to the last day of the spring quarter. If there is a brigade during summer, the term of office will be extended until the conclusion of the summer brigade.
- f) Should a vacancy occur, there will be another nomination and election process for the vacant office. In the meantime, all active officers will assume the duties of the vacant officer.

ARTICLE VII. RISK MANAGEMENT*

Global Medical Brigades at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself.

Global Medical Brigades at UCSD understands that the University does not assume legal liability for the actions of the organization.

SECTION 1: IN CASE OF INTERACTION WITH MINORS AND/OR THE ELDERLY

Global Medical Brigades at UCSD is aware that all registered student organizations that serve minors or the elderly have access to training on child and elder abuse prevention for its members via the Center for Student Involvement, online or in person (in person by request only). Global Medical Brigades will develop plan(s) for activities and events where members will be interacting with minors or the elderly such that members will receive education and/or training on Child Abuse Neglect Reporting Act (CANRA), common sense measures to both avoid child or elder abuse allegations (i.e. avoiding one-on-one situations; working with minors in plain view of others; limiting calls/texts/social media posts or other communications with minors), and how to properly report potential harm or neglect to minors or the elderly with whom they are working.

SECTION 2: IN CASE OF THE PROVISION OF MEDICAL ASSISTANCE

In the event that Global Medical Brigades at UCSD provides medical assistance to a community, all volunteers will work under the direction of licensed professionals (doctors, nurses, counselors, etc.). The University does not recommend that students provide medical assistance.

SECTION 3: IN CASE OF INTERNATIONAL TRAVEL

Global Medical Brigades at UCSD recognizes that the University generally recommends against all international travel by Student Organizations due to the myriad of risks travelers face in foreign countries. Student organizations are discouraged from traveling to foreign countries due to the wide variety of risks involved with foreign travel, and the extensive planning efforts

required by the Student Organization's Members to manage those risks. Security risks and health care services vary widely from one country to another, so thorough research on those topics is especially important.

International travelers are advised to research US State Department Travel Advisories and the CDC Travel Health site and abide by all recommended alerts and warnings, and procure travel insurance with medical coverage that covers their chosen destination because most USA Health Plans are not valid in foreign countries.

SECTION 4: POTENTIAL RISKS AND SAFETY MEASURES

Global Medical Brigades at UCSD will provide members a safety briefing prior to every trip to address concerns including water and food consumption, disease prevention, dress code, security measures, and measures in case of medical emergency or injury

ARTICLE VIII. COMMUNITY ADVISOR

Section 1: Advisor Requirements

- a) Community advisor can be a UCSD faculty, alumnus, or any other community member.
- b) There can be more than one advisor for the organization if needed.
- c) The term is renewed every fall and there is no term limit.

Section 2: Duties

- a) The community advisor shall sign the student organization registration form every fall.
- b) The community advisor should meet with officers as often as needed to discuss club matters.
- c) The advisor is encouraged to provide suggestions for club activities, but may not vote in GMB matters, hold office, or unduly influence decisions of the chapter.

ARTICLE IX. AFFILIATION WITH OTHER GROUPS

- 1) GMB is the UCSD chapter of Global Medical Brigades. GMB at UCSD may be affiliated with GMB chapters at other universities, but is not bound by any of their regulations.
- 2) This organization is a registered student organization at University of California, San Diego, but not part of the University itself.
- 3) In all GMB correspondences and transactions, the GMB chapter may be referred to as an organization at UCSD, but not as part of the University itself.
- 4) GMB assumes full financial responsibility for all activities the organization sponsors.
- 5) GMB agrees to abide by pertinent UCSD regulations. In case they differ from those of GMB, UCSD regulations will take precedence.
- 6) GMB understands that UCSD does not assume legal liability for the actions of the organization, and that the University does not provide insurance coverage for any of the organization's activities.
- 7) Travel arrangement will be made through GMB or student volunteers, not a UCSD advisor.

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- 8) In the event that GMB travels Internationally and/or provides medical assistance to a community, all volunteers will work under the direction of licensed professionals (doctors, nurses, counselors, etc.)
- 9) GMB understands that the University does not assume legal liability for the actions of the organization, and that the University does not provide insurance coverage for any of the organization's activities.
- 10) GMB recognizes that the University recommends against all international travel due to the myriad of risks travelers face in foreign countries. Student organizations are discouraged from traveling to foreign countries due to the wide variety of risks involved with foreign travel. Security risks and health care services vary widely from one country to another, so thorough research on those topics is especially important.
- 11) Please note that international travelers are advised to research US State Department Travel Advisories and the CDC Travel Health site and abide by all recommended alerts and warnings, and procure travel insurance with medical coverage that covers their chosen destination because most USA Health Plans are not valid in foreign countries