

Global Medical Brigades At UC San Diego Constitution  
2023-2024 Academic Year

ARTICLE I. NAME AND PURPOSE

Section A. NAME

1. This organization shall be called Global Medical Brigades at UC San Diego.
2. This organization will use its official name or the acronym, GMB, in all publicity materials and official correspondences.

Section B. 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 UC San Diego will recruit student volunteers and medical professionals, collect medicine, and travel abroad to perform medical brigades. The current country of emphasis is Honduras where the organization provides free health care to impoverished villages in collaboration with Sociedad Amigos de los Niños, a private non-profit organization founded by Sister Maria Rosa Leggol. The GMB chapter at UC San Diego will participate in up to three brigades per academic year. Each brigade will be 7~8 days long and take place during a school break. During medical brigades, students will also visit local community projects designed to improve the quality of life in Honduran villages.
2. All activities of the organization will be directed towards the stated purpose.
3. Global Medical Brigades at UC San Diego is a non-profit student organization.

ARTICLE II. MEMBERSHIP

Section A. REQUIREMENTS

1. Membership shall be open to currently registered UC San Diego students, faculty, staff, and alumni regardless of gender, race, ethnicity, religion, disability, socioeconomic status, or sexual orientation.
2. Only currently registered UC San Diego undergraduate and graduate students are eligible to be voting members. All other UC San Diego students, faculty, staff, and alumni are eligible to be non-voting members.
3. Only registered UC San Diego students may hold office in the organization. Only registered UC San Diego students may vote in elections for the selection of the organization's officers.
4. Members are required to pay an annual membership fee of \$10 and the membership is renewed every fall.
5. Up to 60 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. Those who are not selected for a brigade will have priority placement in the next brigade. The officers of the chapter will have guaranteed placement in all brigades.
6. All members participating in a brigade shall pay \$650 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.
7. 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.

#### Section B. WITHDRAWAL OF MEMBERSHIP

1. Members may have their membership revoked for failure to satisfy the membership requirements as stated above.
2. A simple majority vote at a regular or special meeting is sufficient to revoke membership.
3. 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 III. MEETINGS

#### Section A.

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.

#### Section B.

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.

#### Section C.

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 IV. OFFICERS

#### Section A. OFFICER TITLES AND DUTIES

##### President

- Be the executive officer and administrator of all Medical business of the chapter
- Act as chief representative of the chapter to other organizations
- Define an agenda for the organization
- Preside over all official meetings
- Oversee the publication of the chapter's announcements, newsletters, and marketing brochures
- Develop strategies that promote the chapter's visibility in the community

##### Vice-President of Finance

- Perform the duties of the President in the President's absence
- Work alongside the Finance Committee in various duties
- Recruit corporate sponsors and oversee grant-writing activities
- Track and participate in Qualcomm events
- Responsible for getting AS funds
- Promote fundraising within brigade members and organize external events
- Prepare quarterly and annual financial reports
- Review all actions and decisions of the committees
- Assist the President in developing strategies that will help the growth of the organization

- Finance Committee

- Collect fees associated with club activities and maintain funds
- Maintain the financial records of the club and report on all of the chapter expenditures at each meeting
- Coordinate the chapter's financial activities and performing payment of club expenses in a timely manner.
- Aid VP Finance with preparation of quarterly and annual financial reports
- Determine the chapter's financial needs
- Oversee the development and implementation of projects or events that increase organizational funds as well as the visibility of the chapter
- Manage fundraising events in collaboration with appropriate committees

#### Vice-President External Affairs

- Oversee community outreach that Outreach Committee is conducting
- Serve as spokesperson, attending various meetings and promoting publicity of brigade
- Help out with community outreach if needed
- Report community outreach projects back to the President
- Assist the President in various duties
- Work hand in hand with Outreach Committee to ensure the progression of community outreach
- Recruitment Committee
  - Oversee the recruitment of Medical professionals including project designers, entry level architects, construction administrators, interior design style managers, drafters, and possibly legal professionals depending on the type of assistance needed.
  - Aid in the recruitment of potential student volunteers
  - Responsible for interviews of the above professionals

#### Vice-President Internal Affairs

- Organize various social events for members, including Honduran culture nights
- Recruit professionals to speak at 'Learn from the Pros' events as well as motivational speakers
- Facilitate student participation in presentations of cultural, historical, political information on Honduras.
- Work with the Outreach Internal Committee to ensure that members are positively interacting with each other
- Handle any logistical questions that may occur amongst members
- Record and distribute minutes for every meeting, and upload minutes on google account folder

#### Publicity/Outreach External Committee

- Conduct community outreach events that will attract individuals to join this organization (tabling)
- Acts as spokesperson for GB within UC San Diego student community and local San Diego area
- Create fliers and various publicity items to actively recruit members
- Work with the Vice President of External Affairs to create new ideas

#### Outreach Internal

- Work with the Vice-President of Internal Affairs to ensure that members are positively interacting with each other
- Create various events that will stimulate and strengthen members bonds with one another
- Create a positive atmosphere for members to be a part of
- Responsible for production of waivers for events held off-campus

#### Business Relations

- Responsible for setting up fund-raising bank

- Track progress of finance collection to ensure that all members have enough funds to pay for trip
- In charge of finding and submitting grant forms to various organizations in order to fundraise for the organization
- Work in the concert with the VP of Finance of own brigade and VP Finance of executive board to make sure that grant forms are completed carefully
- Handle any communication that the organization may have with local architectural professionals who are willing to donate and promote member participation in letter writing campaigns
- Develop strategies to target these various architects and obtain sponsorships (corporate or personal) in order to obtain funding for the organization
- Organize fundraisers with local businesses such as CPK and other restaurants

#### Operations

- Function is akin to a “lab manager,” oversees and records progress of various committees
- Make sure that there is proper communication amongst all committees within the organization
- Facilitate meetings that will occur with all committees present
- Assist in any planning of events that may take place, both internally and externally
- Assist the President in developing strategies that promote the chapter’s visibility in the community

#### Student Activities

- Organize and work with other organizations in the development in possible joint partnerships that may occur in the form of events or fundraising activities
- Report back to our organization what other organizations are doing that may be of use to us
- Serve as a bridge between our organization and other organizations on campus

#### Professional Development

- Develop ideas to try to obtain the assistance of professional help for Global Medical Brigades
- Work in concert with the Medical Relations Committee with the writing of grants
- 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.
- Continue communication (up until brigade departure) with professionals who will be joining brigade, facilitating sharing of ideas and plans, as well as clarifying their role
- Medical Inventory Committee
  - Oversee the collection of Medical supplies and equipment
  - Maintain architecture donations and keep records
  - Take minutes during every meeting
  - Maintaining contact information for club members.
  - Publishing a schedule for club members, making sure every member goes to the determined amount of services needed to perform

#### Section B. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

1. All officers and candidates for office must be currently enrolled UC San Diego students.
2. Officers must participate in at least one brigade per academic year.
3. In order to run for the President, the Vice-president, or the Finance Chair, candidates must have completed at least one successful brigade.

#### Section C. NOMINATION AND ELECTION

1. Office nomination for the following academic year will be accepted from the floor after the first chapter

meeting in April.

2. Any members may nominate any other member, including themselves.
3. Election will be held at the next chapter meeting following nomination.
4. 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 D. REMOVAL FROM OFFICE

1. Any officer of Global Medical Brigades in violation of the chapter's purpose or constitution may be removed.
2. A written request for the removal of an officer must be made by at least three voting members of the organization.
3. An officer to be voted upon shall be notified of the request in writing at least one week before the next chapter meeting.
4. A simple two-thirds majority vote at a regular chapter meeting is sufficient to remove an officer.

#### Section E. TERM OF OFFICE AND VACANCY

1. 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.
2. Should a vacancy occur, there will be another nomination and election process for the vacant office.
3. In the meantime, the Vice-president will assume the duties of the President, and the Finance Chair will assume the duties of the Vice-president.

### ARTICLE V. COMMITTEES

#### Section A. MEDICINE COMMITTEE

The purpose of this committee is to organize the collection of medicine and medical supplies for a brigade. A running inventory of medicine and supplies should be maintained at all times.

#### Section B. FUNDRAISING COMMITTEE

The purpose of this committee is to organize fundraising and gather donations, which will be used towards medicine and the overall cost of a brigade.

#### Section C. PUBLICITY COMMITTEE

The purpose of this committee is to develop and implement projects that promote the visibility of the chapter in the community.

#### Section D. OTHER COMMITTEES

Other committees may be appointed as needed by a majority vote of the members at a regular chapter meeting. The purpose, duration, and chair of the committee must be specified.

### ARTICLE VI. COMMUNITY ADVISOR

#### Section A. ADVISOR REQUIREMENTS

1. Community advisors can be a UC San Diego faculty, alumnus, or any other community member.
2. There can be more than one advisor for the organization if needed.
3. The term is renewed every fall and there is no term limit.

#### Section B. DUTIES

1. The community advisor shall sign the student organization registration form every fall.
2. The community advisor should meet with officers as often as needed to discuss club matters.
3. 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 VII. AFFILIATIONS AND LIABILITY DISCLAIMERS

#### Section A. UC San Diego

1. Global Medical Brigades at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.
2. In all GMB correspondences and transactions, the GMB chapter may be referred to as an organization at UC San Diego, but not as part of the University itself.
3. GMB assumes full financial responsibility for all activities the organization sponsors.
4. GMB agrees to abide by pertinent UC San Diego regulations. In case they differ from those of GMB, UC San Diego regulations will take precedence.
5. Global Medical Brigades at UC San Diego understands that the university does not assume legal liability for the actions of the organization.
6. Travel arrangement will be made through GMB or student volunteers, not a UC San Diego advisor.

#### Section B. SOCIEDAD AMIGOS DE LOS NIÑOS

1. GMB performs medical brigades in collaboration with Sociedad Amigos de los Niños (SAN), but SAN does not accept any legal liability that may arise from a medical brigade.

#### Section C. HONDURAS MEDICAL BRIGADES

1. GMB is the UC San Diego chapter of Global Medical Brigades. It may be affiliated with GMB chapters at other universities, but is not bound by any of their regulations.

#### Section D. LIABILITY WAIVERS

1. All participants including student volunteers and medical professionals are required to sign GMB/ Sociedad Amigos de los Niños and UC San Diego liability waiver forms prior to departing for a brigade.

### ARTICLE VIII. POTENTIAL RISKS AND SAFETY MEASURES

#### Section A. WATER AND FOOD CONSUMPTIONS

1. Student volunteers should not drink tap water in Honduras and only commercially bottled water and juices should be consumed. The staff at volunteer accommodations will take necessary precautions when preparing meals for brigade participants. In-house chefs provide home-cooked meals with clean water every morning and evening. Students should brush their teeth and wash their toothbrushes only with bottled water. It is also important for students to keep their mouths closed while showering.

#### Section B. DISEASE PREVENTION

1. Currently there are no vaccinations required for entry into Honduras. However, students should consult their physicians for any advice on recommended vaccines. It is always recommended to be up to date on one's tetanus vaccine as well as to consider Typhoid and Hepatitis A and B vaccines. Anti-malaria pills should be also considered when traveling to Honduras.
2. Prior to departing for Honduras, student volunteers will be required to submit a proof of valid health insurance with international health coverage. Students without one will be required to purchase short-term health insurance coverage.
3. GMB will pay close attention to the latest health information provided by the U.S. Centers for Disease Control and Department of State. If students have special medical needs, they must bring an ample supply of prescription medications. Sociedad Amigos de los Niños will have a supply of medication for diarrhea and other ailments. Students will be given an antibiotic treatment (Cipro) at the first sign of diarrhea or other GI symptoms. In addition, accompanying brigade doctors may provide further medical treatment to student volunteers.

#### Section C. DRESS CODE IN HONDURAS

1. Students will be encouraged to wear conservative clothes to minimize any potential harm directed against foreigners.

#### Section D. SECURITY MEASURES

1. There will be armed security around student accommodations 24/7. In addition, students will perform medical brigades in rural villages where crime rates are very low.

#### Section E. MEASURES FOR INJURY/EMERGENCY IN HONDURAS

1. In the case of minor injuries, students will be treated by brigade doctors. Before entry into Honduras, all participants should contact their health insurance companies to obtain contact information for Honduran hospitals that will provide medical treatment under their U.S. health insurance policies.
2. Emergency contacts for all participants must be provided before departing for Honduras so that a brigade leader can contact family members in the case of any problems.
3. Student volunteers will be provided with contact information for the U.S. Embassy in Tegucigalpa, Honduras and Sociedad Amigos de los Niños in case a volunteer becomes separated from the rest of the brigade.

### ARTICLE IX. BY-LAWS AND AMENDMENTS

#### Section A. BY-LAWS

1. By-laws may be added to the constitution through a simple majority vote of the voting membership at a regular chapter meeting.
2. This constitution takes precedence over all by-laws.

#### Section B. AMENDMENTS

1. This constitution may be amended by a two-thirds vote of the voting membership at a regular chapter meeting.
2. Members shall be notified of the motion at least a week in advance of the meeting at which the vote for amendment is to be taken.

#### ARTICLE X. IN CASE OF INTERACTION WITH MINORS AND/OR ELDERLY

1. Global Medical Brigades at UC San Diego 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 UC Learning <https://uclearning.ucsd.edu> . 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.

#### ARTICLE XI. IN CASE OF THE PROVISION OF MEDICAL ASSISTANCE

1. In the event that Global Medical Brigades at UC San Diego 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.

#### ARTICLE XII. IN CASE OF INTERNATIONAL TRAVEL

1. Global Medical Brigades at UC San Diego 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.
2. 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.