

**SOCIETY OF IMMIGRANT & REFUGEE HEALTH AT UC SAN DIEGO
CONSTITUTION - 2023-2024 ACADEMIC YEAR**

Society of Immigrants and Refugee Health (SIRH) Constitution

ARTICLE I: NAME OF ORGANIZATION

The organization shall be called Society of Immigrants and Refugee Health (SIRH) at UC San Diego.

ARTICLE II: STATEMENT OF PURPOSE

The Society of Immigrants and Refugee Health (SIRH) is dedicated to enhancing the quality of healthcare accessible to refugees and immigrants by tackling issues of equity within the healthcare system. Our primary objective is to foster awareness and understanding of refugee and immigrant health among our members and the broader community. Additionally, we provide avenues for members to actively contribute to the well-being of these communities through volunteer opportunities and projects. Moreover, our organization serves as a platform for open dialogue and collaboration on the experiences of refugees and immigrants and their families.

Participating in our organization enables members to gain firsthand experience working with refugees and immigrants in various healthcare and educational capacities. Whether through volunteering at local clinics, participating in community outreach programs, members can make a tangible difference in the lives of those in need while expanding their own skill sets and perspectives.

In essence, the Society of Immigrants and Refugee Health (SIRH) is committed to fostering a more inclusive and equitable healthcare landscape for refugees and immigrants. Through education, and community engagement, we strive to create a brighter and healthier future for all individuals.

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ARTICLE III: NONPROFIT STATEMENT

Society of Immigrants and Refugee Health at UC San Diego is a non-profit student organization.

ARTICLE IV: REQUIREMENTS FOR MEMBERSHIP

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. No dues or fees are required for membership. UCSD students are eligible for membership if they are currently a UCSD undergraduate student or graduate student in good standing. One can become a member by filling out our membership form and attending club meetings. Membership is maintained by consistent attendance at meetings and other events hosted by the Society of Immigrants and Refugee Health. This means that members must attend at least three events per quarter and all general body meetings. They are allowed to miss one general body meeting.

Society of Immigrants and Refugee Health, in accordance with applicable federal and state laws and university policies, does not discriminate on the basis of race, color, national origin, religion, sex, gender, gender identity, gender expression, pregnancy (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition, genetic information, ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (including membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services). We also prohibit harassment based on these protected categories, including sexual harassment, as well as sexual assault, domestic violence, dating violence, and stalking. The nondiscrimination policy covers admission, access, and treatment in programs and activities.

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ARTICLE V: FREQUENCY OF ORGANIZATION MEETINGS

Society of Immigrants and Refugee Health will host general board meetings once a month. Students on the executive board will be required to meet every other week to discuss event planning and ensure members remain active. Active members will be required to attend at least two general board meetings per quarter, but are highly encouraged to attend all meetings. We want students to be open to helping the refugee and immigrant community, while learning about how to improve healthcare for them. We welcome a variety of students from different majors and backgrounds, putting an emphasis on diversity, equity, and inclusion. Meeting minutes will be taken and required for all meetings that take place for the Society of Immigrants and Refugee Health; they will be documented in a Google Folder, which shall be shared with all executives of the club. The meeting minutes will be taken by the secretary. To keep track of attendance, a google form will be required of active members to fill out and sign in at each meeting, allowing us to hold our members accountable.

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

In the Society of Immigrants and Refugee Health (SIRH), there will be executive officers, including the Co-Presidents (2), Vice President, and the Secretary/Treasurer.

I. Executive Board

A. The Co-President's roles entails:

1. Provide overall leadership and direction to the organization.
2. Preside over meetings of the executive board and general membership.
3. Represent the organization at external events, conferences, and meetings.

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4. Serve as primary liaisons between the executive board and general membership.
5. Oversee the coordination of all activities and initiatives of the organization.
6. Ensure the proper execution of activities and help develop events and projects.

B. The Vice President role entails:

1. Assist the Co-Presidents in their duties and responsibilities.
2. Assume the duties of the Co-Presidents in their absence.
3. Lead the planning and execution of specific projects or initiatives as assigned by the Co-Presidents.
4. Serve as a resource for other executive board members and general members.
5. Assist in fostering collaboration and communication among all members of the organization.

II. General Board

A. Outreach chair

1. Develop and implement strategies to engage with external stakeholders, including other organizations, communities, and government agencies.
2. Coordinate outreach efforts and develop projects to raise awareness of refugee and immigrant health issues and the organization's mission.
3. Establish partnerships and collaborations to expand the organization's reach and impact, through educational volunteering and medical opportunities.

B. Social chair

1. Plan and organize social events and activities to foster community and camaraderie among members.

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2. Coordinate networking opportunities and social gatherings to facilitate relationship-building within the organization.
3. Promote a supportive and inclusive culture within the organization through social activities.
4. Update and maintain the organization's instagram and social media accounts.
Make posts for the social media account, and update consistently.

C. Finance chair

1. Manage the organization's finances, including budget planning and financial reporting.
2. Coordinate fundraising efforts and initiatives to secure financial support for the organization's activities and projects.
3. Monitor expenses and revenue streams to ensure financial sustainability and accountability.

D. Service chair

1. Manage communications and correspondence for the organization in relation to service and volunteering opportunities and efforts.
2. Coordinate logistical arrangements for meetings, events, and activities, including venue booking and scheduling, in relation to service events.

E. Secretary chair

- a. Maintain accurate records of all meetings, including minutes and attendance.
- b. Handle all correspondence and communications on behalf of the organization.
- c. Manage the organization's finances, including budgeting, fundraising, and financial reporting.

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- d. Coordinate membership activities, including recruitment, retention, and member communications.
- e. Ensure compliance with any legal or regulatory requirements related to the organization's operations and finances.

Other officers will be established as needed. Officers are elected through a selection process. Candidates will submit an application for the position(s) they are interested in, and then will be interviewed by the current executive board. They will be selected based on their commitment to the club, how active they are and have been, their contributions to the club, as well as their values and character. When accepting their position, officers will commit to serving for each school year, unless circumstances arise that do not allow them to do so (such as graduating early). Elections will occur during Week 7 of Winter Quarter, and selected candidates will be shadowing the current executive board and training for their position during the Spring Quarter. Officers are replaced or removed if they do not attend all GBMs or board meetings, unless they are excused for sickness or emergencies. Consistent requests for excuses will result in a termination.

ARTICLE VII: RISK MANAGEMENT

Society of Immigrants and Refugee Health (SIRH) at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself. Society of Immigrants and Refugee Health (SIRH) at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

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ARTICLE VII. SECTION 1. IN CASE OF INTERACTION WITH MINORS AND/OR
ELDERLY

Society of Immigrants and Refugee Health (SIRH) 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> . Society of Immigrants and Refugee Health (SIRH) 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 VII. SECTION 2. IN CASE OF THE PROVISION OF MEDICAL ASSISTANCE

In the event that Society of Immigrants and Refugee Health 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 VIII. FINANCIAL MANAGEMENT

The Society of Immigrant and Refugee Health will finance its activities through sponsorships and fundraising events, which will be managed by the finance chair. Money that the

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organizations earns or gathers will be handled solely by the finance chair, the co-presidents, and the vice president; other positions are not allowed to handle finance or money, unless authorized to do so. Our organization does not have an off-campus bank account, and we will not be submitting a budget to the A.S. or G.S.A. finance committee.