

CONSTITUTION OF Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego



ARTICLE I. NAME OF STUDENT ORGANIZATION

Part 1. The organization shall be called Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego and will use the name or its acronym, Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego, in all publicity materials and correspondence.

ARTICLE II. STATEMENT OF PURPOSE

Part 1. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego is a secular, volunteer-run global health organization whose mission is to help families achieve greater freedom from the constraints of poverty, empowering them to live healthier lives. Our patients did not choose to be poor, but they do choose to strive for a better life. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego stands beside them in this pursuit. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego believes access to quality healthcare, education and personal development are basic human rights. To this end, we commit all our resources to bring Medicine, Education and Development to Low Income Families Everywhere. Along with affiliate chapters, Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego raises money for medicine, education and community development projects for low-income families both locally and abroad. Furthermore, we value working alongside community members in executing our mission. Those who choose to be a member of Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego will be given the opportunity to work with like-minded, passionate individuals in reducing the constraints of poverty.

ARTICLE III. NONPROFIT STATEMENT

Part 1. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego is a non-profit student organization. Our activities are directed toward the purpose stated above.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

Section A. REQUIREMENTS



Part 1. All members are required to demonstrate support for the purpose of this organization and participate in chapter meetings and fundraising activities.

Part 2. Members of Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego are categorized as members, active members, or ambassadors. In addition, Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego has the right to change the cost of membership to reasonable means.

To become an active member: individuals must raise at least \$200 in the Moving Mountains fundraising campaign, and give 3 qualified referrals for the Grow the Movement campaign. Active membership will be recognized by Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) Headquarters in Peru and will enable students to receive discounts for trips.

To become an ambassador: individuals must raise at least \$400 in the Moving Mountains fundraising campaign, give 5 qualified referrals for the Grow the Movement campaign, and volunteer on a Virtual Service and Learning Trip or In-Person Service and Learning Trip. Ambassadors will be recognized by Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) Headquarters in Peru and will enable students to receive discounts for trips.

Part 3. The cost of participation in a Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego volunteer trip varies with duration and location. This money will cover the majority of food, lodging, in-country transportation, and other in-country costs associated with the Volunteer Trips. Participants cover their own airfare. Cost of airfare will vary depending on departure location.

Part 4. Membership or participation in Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego chapter will not discriminate on the basis of age, race, religion or creed, national origin, ethnicity, gender, disability, or sexual orientation.

Section B. RIGHTS

Part 1. All members have the right to participate in meetings and events of the organization and to apply to participate in a Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego volunteer trip.



Part 2. Active members and trip participants have the right to apply to a committee, a chair position, and/or an executive board position.

Section C. MEMBER REMOVAL

Part 1. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego holds the right to remove any member not in compliance with the organization's goals and policies, including but not excluding inappropriate or illegal behaviors. Removal is left to the discretion of the executive board and will result in ban from participating in any future meetings, activities, and group medical brigades.

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS

Part 1. Meetings will be held weekly. However, there may be additional fundraising events and promotional events that take place in addition to weekly meetings. Time and dates for weekly public meetings will vary each quarter, depending on members' availabilities. Quarterly schedules will be posted in Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego's social media pages. Board Members will have an additional weekly meeting with the purpose of preparing for upcoming projects and events.

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

Part 1. 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. Executive (or Board) positions include President, Vice-President, Secretary, Treasurer, Director of Community Outreach, SLT Coordinator, Media Coordinator.

Part 2. President: The President takes responsibility for their chapter as a whole with the primary responsibility of organizing and facilitating weekly executive board meetings and communicating with MEDLIFE Headquarters. The president is responsible for ensuring all projects align with the organization's vision and mission, as well as making short-term

and long-term goals. To these ends, the president must work closely with and oversee the work of all other chapter officers.



Part 3. Vice President: The Vice President is responsible for closely working with the President and Director of Finance to ensure their quarter goals are being met. In addition, the Vice President is responsible for overseeing club membership, setting up Google documents/calendars, and reserving space for meetings and events. The vice president will also act as a liaison between the UC San Diego chapter and MEDLIFE Headquarters. Lastly, the Vice President will assist the President in his/her tasks if needed.

Part 4. SLT Coordinators: The chapter will have two SLT coordinators. The SLT Coordinator is the contact person for all students who are interested in volunteering on a Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego Service Learning Trip (SLT). This officer advertises for the SLT, holds information session, and assists students in the registration process. The SLT coordinator may also set up fundraising events to help students pay for the trips.

Part 5. Director of Finance: The Director of Finance organizes the chapter fundraising efforts and keeps track of chapter finances in order to reach chapter fundraising goals. This officer will schedule fundraising events on- and off-campus and work with the Director of Media and Advertising to advertise these events. All expenses made by the Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego must first be approved by the Director of Finance, President, or Vice President before being completed. This officer is responsible for setting up and maintaining the Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego Venmo account.

Part 6. Secretary: The Secretary is responsible for taking minutes at each meeting as well as organizing the Google Drive. This officer is also responsible for keeping members updated by sending out weekly newsletters through MailChimp. Newsletters will include announcements, event recaps, and upcoming event information. The Secretary is responsible for sending Google Calendar invites to Board Members to remind them of upcoming board meetings.

Part 7. Director of Media: The Director of Media and Advertising Officer is responsible for spreading the word about Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego on campus through the development of promotional materials and publicity campaigns. This includes posting on social media, writing on lecture hall blackboards, tabling, and flyering. The Director of Media produces all posters and promotional materials to be used in promotional projects. That being said,

this officer is also responsible for documenting chapter activities (via text, photos, or video). The Director of Media maintains the social media accounts. This includes responding to messages, interacting with other organizations' content, and posting promotional materials.



Part 8. Director of Community Outreach: The Director of Community Outreach is responsible for organizing socials and local community service events. The Director of Community Outreach will need to work closely with the Director of Finance and the Director of Media in planning events.

Section C. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

Part 1. All officers and candidates for office must be active members of Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego. In other words, they must be consistent attendees to the organization's events.

Section D. ELECTIONS

Part 1. Applications for Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego Board will open in the Spring Quarter. Any active member of Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego may apply to be a part of the Board.

Part 2. Members who show potential through the application are invited to an interview.

Part 3. A discussion followed by a voting process among current Board members will be used to determine the following years' Board Members. When discussing the new Board Members, diversity, equity and inclusion will be taken seriously.

Section E. REMOVAL FROM OFFICE

Part 1. Board Members who do not fulfilling duties may be removed from office by a two thirds majority vote of present board members at regularly scheduled board meeting.

Part 2. Members wishing to remove an officer by vote should first inform the President. The President will first speak to the said officer to provide a warning. If the problem continues, the President will organize a vote.

Part 3. Board Members not fulfilling their duties may be asked to step down by the President.

Section F. TERMS OF OFFICE AND VACANCIES



Part 1. The term of office shall be from the meeting following election to the end of the school year.

Part 2. Should a vacancy in office occur, there will be another election for the vacant position unless current Board Members deem the position unnecessary for the rest of year.

ARTICLE VII. AFFILIATIONS/ RISK MANAGEMENT

Section A. LEGAL LIABILITY

Part 1. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego is a registered student organization at University of California, San Diego, but not part of the University itself. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego 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.

Part 2. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego recognizes that the University 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.

Part 3. 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 B. IN CASE OF INTERACTION WITH MINORS AND/OR THE ELDERLY

Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) 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 the Center for Student Involvement, online or in person (in person by request only). Medicine, Education, and Development for Low Income Families



Everywhere (MEDLIFE) at UC San Diego 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 C. IN CASE OF THE PROVISION OF MEDICAL ASSISTANCE

In the event that Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) 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.

Section D. IN CASE OF INTERNATIONAL TRAVEL

Part 1. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) 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 these 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.

ARTICLE X. AFFILIATION WITH OTHER GROUPS

Part 1. Medicine, Education, and Development for Low Income Families Everywhere (MEDLIFE) at UC San Diego will be affiliated with Blueprint at a national level. Blueprint will be providing workshops to all Medicine, Education, and Development for Low

Income Families Everywhere (MEDLIFE) at UC San Diego members in regards to medical school applications and MCAT test preparation.

Even though Medicine, Education, and Development for Low Income Families

Everywhere (MEDLIFE) at UC San Diego is a

community service organization, we provide BluePrint workshops as a supplemental event for members also pursuing a health-related career.

