

## **Constitution of the MedICamp at UCSD**

### **Article I. Name of Student Organization**

1. The organization shall be called MedICamp at UCSD, hereafter abbreviated as MedICamp.

### **Article II. Statement of Purpose**

1. This Organization shall be guided by the following general principles:
  - a. To raise awareness of the current state of the global healthcare system, highlighting the lack of access to basic medical facilities prevalent in much of India.
  - b. To give students at UCSD an opportunity to explore the field of healthcare with a global perspective, and equip them with a variety of financial, managerial, and medical skills.
  - c. To bring members together under the common interest of advancing health in the community and enable them to participate in global outreach.
2. MedICamp also focus on these additional principles:
  - a. To be a source of information on the structure and functionality of the global healthcare system
  - b. To create a platform for students to bring up and discuss various topics concerning the lack of access to basic medical care so prevalent in many impoverished regions of the world, particularly in parts of India.
  - c. To provide a link between students and faculty.
  - d. To provide information and opportunities for the UCSD undergraduate population, with a focus on undergraduate students with an interest in global health issues and helping impoverished communities, specifically in a medical setting.
3. Finally, this Organization shall follow these specific principles:
  - a. To help to provide free healthcare to those living in poverty in the rural villages surrounding Bareilly, (UP) Northern India and Agra, UP, Northern India.
  - b. 10-15 student volunteers to work alongside medical staff and oversee each project.
  - c. To help to close the social and economic gap that is preventing many people from escaping poverty by providing free health care and education.

### **Article III. Nonprofit Statement**

1. MedICamp at UCSD is a non-profit student organization.
  - a. All funds raised will go towards providing free medical care and services to patients.

### **Article IV. MedICamp Rules and Regulations**

1. MedICamp at UCSD is established as an Organization by this Constitution.
2. MedICamp at UCSD shall conduct itself according to this Constitution, the rules and regulations of the University of California, San Diego, and the laws of the United States.

3. In the event that MedICamp 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.
4. MedICamp understands that the University does not assume legal liability for the actions of the organization.
5. MedICamp understands 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.
6. 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 U.S.A. Health Plans are not valid in foreign countries

#### **Article V. Requirements for Membership**

1. The General Membership of MedICamp shall consist of students and faculty who are affiliated with the University of California, San Diego and who are interested in helping underprivileged communities and gaining healthcare experience and working together in a community to fundraise
2. MedICamp at UCSD will not deny membership on the basis of race, color, sex, religion, national or ethnic origin, sexual orientation, or physical disability. In addition, MedICamp will not deny membership based on school major, year at school, and career interests (e.g. pre-health, pre-law. etc.).
3. Anyone person at UCSD can become a member by contacting a member of the MedICamp board, attending weekly meetings, and participating in MedICamp's fundraisers and events.
4. Membership in the organization will be contingent on attendance and participation in scheduled meetings.
  - a. Members will be allowed two unexcused absences while officers will only be allowed to one unexcused absence.
  - b. Excused Absences require notification at least 24 hours prior except in emergencies.

#### **Article VI. Frequency of Organization Meetings**

1. Board Meetings shall be held at least once every week during the academic year for the purpose of determining policies, schedules, and other official business and should be publicized appropriately.
2. Robert's Rules of Order shall be the final authority as to parliamentary procedure.
3. An official Board Meeting requires the presence of at least three-quarters or 75% of the board of officers.

#### **Article VII. Qualifications for Holding Office and Methods of Selecting and Replacing Officers**

1. 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.
2. The officers shall be selected in a general election to be held annually.
3. The officers shall serve for terms of one year.
4. All officers are expected to be able to provide a weekly update on their current and completed tasks (i.e. a progress report).
5. All officers are expected to lead without command and to listen with fair judgement.
6. All officers are required to attend 80% of meetings held during a quarter rounded down.
  - a. (ex. if there are a total of 11 meetings in a quarter, officers are required to attend 8 out of the 11.)
7. Officers leading an event are expected to draft an event summary of no more than one page standard type to be submitted to the online drive within 3 weeks of the conclusion of the event.
8. At any time, the board can release an officer of their duties by a minimum two-thirds vote if said officer has chosen to resign or has abandoned their duties.
9. In the event that an officer position becomes available during the year, an individual will be selected to fill the position in the following manner:
  - a. Interviews will be held to evaluate potential individuals for the position.
  - b. All interviews will be conducted by the Central Coordinator and three accompanying officers.
  - c. The selection must be made from no less than five interviewees.
  - d. A simple majority vote (at least six) by the entire board invests the new board member.
10. Officers must come to scheduled board meetings and are allowed one unexcused absence per quarter.
11. President
  - a. Primary: Responsible for the planning, organization, and execution of the "MedICamp" program. This includes coordinating with medical personnel to plan the camp.
  - b. Secondary: Supervises the weekly MedICamp meetings and works with members to plan events, oversees and is involved with all aspects of planning. Also coordinates with Treasurer to determine airline pricing and various costs associated with the trip.
12. Vice President Internal
  - a. Primary: Takes minutes at every MedICamp meeting, maintain contact between board members and MedICamp members, write and send weekly newsletters to all members.
  - b. Secondary: Maintain member contact lists, book rooms for meetings, coordinate with other board members as needed
13. Vice President External
  - a. Primary: Responsible for publicizing MedICamp to San Diego community and beyond.
  - b. Secondary: Helps plan GBMs. Invites speakers to GBM
14. Internal Fundraising Manager
  - a. Primary: Organizes and plans campus fundraisers, creates sign up sheets for participation and fundraisers, and logs profits made
  - b. Secondary: Coordinates with Treasurer in planning fundraisers to ensure funding goal is met
15. External Fundraising Manager
  - a. Primary: Emails businesses for company sponsors and donors and follows up with members to ensure that they are contacting companies as well.

- b. Secondary: Coordinate with Treasurer to ensure funding goal is met
- 16. Treasurer
  - a. Primary: Collect and deposits funds, keep record of all transactions
  - b. Secondary: Report fundraising progress at each MedICamp meeting, prepare financial reports as needed. Also coordinates with President to determine airline pricing and various costs associated with the trip. Additionally coordinates with Internal Fundraising Representative in planning fundraisers to ensure funding goal is met.
- 17. Media Manager:
  - a. Primary: Updates MedICamp Facebook page. Updates MedICamp website. Sends emails out to MedICamp members and to general public (HMP3, etc.) as needed. Spreads the word about MedICamp through social media (FB and website about upcoming fundraisers, meetings, and events)

### **Article VIII. Risk Management**

1. MedICamp at UCSD is a registered student organization at the University of California, San Diego, but not part of the University itself.
2. MedICamp at UCSD understands that the University does not assume legal liability for the actions of the organization.
3. In case of interaction with minors and/or the elderly
  - a. MedICamp 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 Students Involvement, online or in person (in person by request only). MedICamp 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.
4. In case of the provision of medical assistance
  - a. In the event that MedICamp 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.
5. In case of international travel
  - a. MedICamp 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.

## **Article IX. Community Advisor**

1. MedICamp at UCSD shall have one Community Advisor.
2. The Community Advisor shall be consulted regularly to discuss and evaluate ongoing and future activities of the Organization.
3. The selection of the Community Advisor shall be done in the following manner:
  - a. The officers may nominate any member of the Undergraduate faculty or the faculty of the Schools of Medicine, Nursing, or Epidemiology and Public Health.
  - b. Members must be properly notified of the nomination and the time and place of the confirmation vote.
  - c. Confirmation of the nominee must be by a three-quarters vote of those present.
2. The Community Advisor may be replaced at any time in the manner outlined above, but otherwise may serve a term of indefinite length until he/she chooses to step down.

## **Article X. Voting**

1. Only members that fulfilled one of the following requirements shall have the right to vote:
  - a. During the present and past academic year, members should attend at least two third of continuously held meetings.
  - b. Members are in, or were in a position that was elected in the organization.
3. A declaration must be approved by more than 50% of the officers at an official Board Meeting to be passed
  - a. If no majority vote occurs, the declaration will not be passed and wait to be put to vote during the next boarding meeting.

## **Article XI. Amendments**

1. When the constitution is authorized, it can only be changed in the following way:
  - a. A member on the board must be the one to propose Amendments to the Constitution
  - b. To vote for a proposed amendment, all members must know of the location and time of the vote.
  - c. For a proposed amendment to be approved it must come to a consensus of two-thirds vote by the present members on board.

## **Article XII. Ratification**

This Constitution was ratified by a unanimous vote of those present at the General Meeting on September 18th, 2018.