



United Asian American Medical Student Association  
Constitution (2015-2016)  
Approved August 19<sup>th</sup>, 2015

**I. Mission Statement**

- a. The purpose of the United Asian American Medical Student Association is (UAAMSA) to promote interaction amongst Asian Americans at the University of Michigan Medical School, address the needs of the Asian American community at the medical school, and to promote awareness of the Asian American community among the general medical school community.

**II. Description of Goals**

- a. Social and professional support network
  - i. Recognizing the benefits and importance of a strong community foundation, UAAMSA strives to promote interaction among Asian American students, faculty and staff at the University of Michigan Medical School. This is to occur on a formal and informal level, through programs such as one-on-one mentorship, workshops addressing professional development, formal receptions, and social gatherings.
- b. Awareness and education
  - i. UAAMSA strives to raise awareness and educate the medical school and the community-at-large about issues concerning Asian Americans. We recognize and celebrate the diversity of the Asian American Community. We aim to provide vehicles through which students may address issues of identity. We aim to provide forums to address issues such as, but not limited to, Asian American health issues, alternative medicine, and cultural education. We aim to provide a link between the past and present in the form of a record of Asian American history, both within and beyond the University of Michigan Medical School community.
- c. Advocacy for the Asian American community at the UMMS
  - i. UAAMSA shall serve as a liaison between the Asian American Community and the medical school administration. It shall serve to voice the concerns of the Asian American Community. It shall distribute and discuss pertinent information and issues concerning Asian Americans at the University of Michigan Medical School.

It shall also mobilize the Asian American Community around issues' and events pertaining to Asian Americans in the medical community.

- d. Community service
  - i. As an organization that is rooted in community and represents students with futures in the altruistic field of medicine, UAAMSA recognizes the importance of service to community. UAAMSA shall provide opportunities for active participation in and contribution to the Asian American community and the community-at-large and shall develop projects serving the needs of these communities.

### **III. National Organization**

- a. UAAMSA is a chapter of the Asian Pacific American Medical Student Association, and may also be designed as Michigan APAMSA.

### **IV. Membership**

- a. Membership to the United Asian American Medical Student Association is open to all full-time medical students and MSTP students at the University of Michigan Medical School and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in employment, educational programs and activities, and admissions. UAAMSA is committed to abiding by this non-discriminatory policy.
- b. Majority membership consists of full-time medical students at the University of Michigan Medical School. UAAMSA may collect one-time “lifetime” membership dues, which shall be set annually by the UAAMSA leadership via a two-thirds majority.

### **V. Removal from Membership**

- a. UAAMSA membership may be revoked by any member for unprofessional conduct.
- b. The revocation of UAAMSA membership of any member requires a two-thirds majority vote of the UAAMSA leadership.
- c. The motion for removal must be made by a member of UAAMSA leadership.
- d. The removed member is entitled to a refund of their membership fees calculated pro rata.
- e. Any person who has not submitted their membership dues is ineligible for membership and may be removed without vote until they submit their dues.

### **VI. Executive Board**

- a. The UAAMSA Executive Board shall include the following positions, all for 1 year terms:
  - i. President
    - 1. Responsible for all club functions or delegating responsibilities to others.
  - ii. Vice-President
    - 1. Assists the president and other board members.

- iii. Secretary
  - 1. Responsible for club documentation, meeting minutes, etc.
- iv. Treasurer
  - 1. Responsible for club finances and reimbursements.
- v. Upon unanimous agreement between the 4 elected board members, responsibilities and/or titles may be redistributed (i.e. naming 2 Co-Presidents, 4 equal Executive Board Members, etc.)

## VII. **Leadership**

- a. The UAAMSA leadership consists of Executive Board Members and Committee Chairperson(s). The committees shall be determined on a yearly basis by the executive board based on interests. Some example committees include the following:
  - i. Admissions
  - ii. Outreach
  - iii. Health Fair
  - iv. Social
  - v. Mentorship
- b. Each committee may determine their own meeting schedule and format.
- c. Impeachment
  - i. Impeachment of Committee Chairpersons
    - 1. A motion to impeach a committee chairperson shall be filed with the Executive Board by a member of the committee in question or by an Executive Board member. The official shall be impeached by a two-thirds vote of the UAAMSA Leadership.
  - ii. Impeachment of Executive Board Officials
    - 1. A motion to impeach shall be filed with the Executive Board by a member of the UAAMSA Leadership. The official shall be impeached by a two-thirds vote of the UAAMSA Leadership. If half of the UAAMSA Leadership votes for impeachment, the motion to impeachment may be presented to the general membership body, where the official shall be impeached by a two-thirds vote of voting UAAMSA members.
- d. Officer Unable to Perform Duties / Resignation
  - i. If a committee chair is unable to perform their duties or resigns, the Executive Board shall appoint a new committee chair by majority vote.
  - ii. If a member of the Executive Board is unable to perform their duties or resigns, the UAAMSA Leadership shall solicit nominations and elect a new officer by majority vote within ten school days. If no candidate receives a majority in the first round, new rounds of voting shall proceed by eliminating the last-place finisher, until a candidate achieves a majority.

## **VIII. Finances**

- a. All expenses of UAAMSA shall be paid through the Student Organization Accounts Service or the official UAAMSA account.
- b. All funds collected by UAAMSA from any source shall be deposited with the Student Organization Accounts Service or the official UAAMSA account.
- c. All expenses must be approved by the Executive Board by majority vote of all current officers (3 of 4 officers).
- d. Reimbursement for expenses requires signatures from the Treasurer or designated signees.
- e. The treasurer shall submit a report on the state of UAAMSA's finances to the UAAMSA Leadership at the conclusion of each semester, at minimum.
- f. Any member of UAAMSA may request financial documents and bank statements from the treasurer, upon request. The treasurer shall provide these documents within 10 business days upon receiving the request.
- g. At a minimum, the President and Treasurer shall be named as co-signers on the official UAAMSA Account. Other members of the Executive Board may also be added as co-signers on the official account.
- h. UAAMSA agrees to follow all regulations regarding all financial transactions as set forth by the Student Organization Accounts Service.

## **IX. General Rules for UAAMSA Leadership**

- a. All members of leadership shall actively recruit members to UAAMSA.
- b. All members of leadership are accountable to the Executive Board.
- c. Each committee chair is responsible for running and maintaining their committees as necessary to fulfill his/her responsibilities.
- d. All members of leadership shall keep each other updated on events and activities to maintain open and transparent communication with everyone.
- e. Leadership shall make decisions by consensus. If consensus cannot be reached, the decision shall be made by majority vote of leadership.
- f. All members of leadership are required to attend all leadership and general body meetings. Excused absences shall be approved by the Executive Board
- g. All members of leadership shall document all projects at the conclusion of the event listing the contact person, goals, cost and all other relevant information.
- h. Any votes requiring Leadership approval requires a quorum of 75% of current Leadership members.
- i. After elections, the newly elected leadership shall designate a Faculty Advisor, through majority vote. The Leadership and Executive Board shall keep the faculty advisor updated on the state of UAAMSA.

## **X. Meetings**

- a. Leadership and Executive Board meetings shall be open to all UAAMSA members unless deemed otherwise.
- b. General meetings shall be open to members as well as non-members interested in UAAMSA affairs.

**XI. Executive Board Elections**

- a. Paid members of UAAMSA are eligible to vote in elections if they have attended at least one general body and/or leadership meeting prior to elections within the current academic year.
- b. A member is eligible to run for a position if she/he fulfills the following criteria:
  - i. Must have been an active member of UAAMSA in good standing.
  - ii. Must be in good academic standing.
  - iii. Must have attended at least one general body and/or leadership meeting prior to elections.
- c. Executive Board Elections shall occur by the last day in January. Following a transition period, the new Executive Board shall assume office by or before February 15<sup>th</sup>. The incoming Executive Board shall select committee chairs by March 1<sup>st</sup>. The exact logistics, timing, and mechanisms of elections shall be determined by the Executive Board in a fair and consistent manner (in both presentation of candidates and voting).

**XII. Amendments**

- a. Amendments to this constitution may be made by two-thirds majority vote of the UAAMSA Leadership.
- b. Under special circumstances, time-sensitive modifications to the constitution may be made without UAAMSA Leadership Approval in order to maintain compliance with University policies by a unanimous Executive Board.

**XIII. Statement of Compliance**

- a. UAAMSA has read and fully complies with the University's policies. We understand that the organization's registration is contingent on acceptance of these policies. This constitution shall be construed to be in compliance with the University's policies.