This Constitution is the Approved and Official Constitution for:

Club Name: Pre-Meds without Borders
From the Academic Council
Number of Pages: 6
Date Approved: 11/2/18

Club Officer
Position: President
Name: Madison Carrell
Signature: Madison Carrell
Date: 11/2/18

Council Coordinator
Name: Anthony Tabari
Signature: Anthony Tabari
Date: 10/26/18

Student Association Vice President
Name: Amy SSG Evelyn
Signature: [Signature]
Date: 10/26/18
Article I.
Pre Meds without Borders

Article II.
**Purpose:** Provide a club dedicated to the advancement of health care & the community at large, through a campaign of dialogue & proactive initiatives.

- Facilitate an environment that is conducive to providing a strong understanding of the underlying principles that govern the US Health Care System
- Provide a platform for distinguished speakers & intelligent debate, pertaining to the field of Medicine & Health Care System.
- Directly or indirectly participate in national relief efforts & local community service based initiatives
- Assist membership in obtaining First Aid & CPR certification
- Foster relations between Medical Students & incoming Pre-Medical students
- Utilize various media outlets to discuss recent developments & noteworthy accomplishments in the field of Medicine

Article III.
**Qualifications for Membership**

- Any undergraduate student of the University at Buffalo may become a member of the club. This club honors the Student Association full participation policy of the undergraduate students
- Voting members
  - Full or part time undergraduate students may secure the right to vote by attending a minimum of two meetings & by participating in at least one other club event
- Non-voting members
  - Any undergraduate or graduate University at Buffalo student or faculty member may be non-voting member of the club
  - In order to become a non voting member one must attend at least one club meeting

Article IV.
- Only full time undergraduate University at Buffalo students may be an officer of the club. All officers must be in academic good standing
according to the University at Buffalo to become and stay officers of this club.

**Executive Board**

- **President**
  1. Implement the objectives & values of the organization, as stated under Article II of the constitution
  2. To serve as chief of the executive board
  3. Ensure the club abides by & meets all Student Association regulations & expectations and serve as a liaison between the Club and the SA administrative officers
  4. Call special meeting of the club
  5. Perform any administrative power or duty not provided for in this constitution

- **Vice President**
  1. Assist the President in implementing the values and objectives of the organization.
  2. In the absence or vacancy of the president, the vice president assumes all duties & responsibilities of the President

- **Treasurer**
  1. Preside over fiscal matters
  2. Keep complete and accurate account of the clubs funds
  3. Prepare the annual budget request packet with the President
  4. Accountable for maintaining budget and the allocation of the club’s finances
  5. Report to the President on all relevant financial matters
  6. Establish creative fundraising efforts

- **Secretary**
  1. Serve to communicate between the Student Association & the Executive Board.
  2. Maintain membership & attendance records.
  3. Record a detailed account of meetings & take minutes
  4. Facilitate communication between the Executive Board and general club members
  5. Report to the President

- **Community Service Chair**
  1. Plan, schedule, and execute community service events
  2. Ensure clubs participation in the required number of community events.
  3. Promote and ensure the safety of student during the service event.
4. Have working knowledge of the service projects available and provide club members with necessary and pertinent information
5. Record service hours performed by the club.
6. Work with public relations chair to successfully publicize community service events.

**Public Relations**
1. Promote club meetings & activities, by designing & posting flyers
2. Act as the club's representation to media outlets & public forums
3. Design and update the club UBlind, Facebook, Instagram, and other affiliated sites with relevant information.
4. Act as technical support & oversee digital media

**Resignation**

**Government**
1. **General Meetings**
   - There are two types of meetings
     - General membership meetings
     - Special meetings
   - General membership meetings
     - Inform members of upcoming events and changes in the club
     - Must occur at least once a month
   - Special meetings
     - Include but are not limited to amendment changes, vacant officer positions, impeachment hearings, re-elections, and/or elections
     - Quorum for special meetings must be fifty percent of the voting membership
     - Quorum must be met for all special meetings
2. **Elections:**
   a. Only voting members of the club may be allowed to nominate, run for office, and vote in the club election
   b. Officer elections MUST take place before the last day of classes of the spring semester of that year
      i. In the event an election has taken place after the last day of classes of the spring semester, the officers who were elected will remain as the officers from the summer, however, a new election
must take place by the first of October of the upcoming fall semester
c. A nomination period at the discretion of the club
   i. Candidates may be nominated for multiple positions only if the club approves this prior to the nomination period beginning
d. The election will preside in this order
   i. President
   ii. Vice president
   iii. Treasurer
   iv. Secretary
e. This candidate will be elected based on most votes received. Therefore there will be no run off votes
f. The newly elected eboard will take office after the last day of classes of the spring semester of that year.

3. Impeachment Process:
   a. Grounds for removal from officer are as follows:
      i. Violation of the Undergraduate Student Association (SA) policies
      ii. Violation of the rules and regulations set forth in the current University student rules and regulations
      iii. Failure to perform the duties of the office as set forth in the constitution and bylaws of the Club
      iv. Failure to uphold the provisions of the constitution and bylaws
   b. The procedure to call for the removal are as follows:
      i. The club must notify their council coordinator as well as the Student Association election and credentials chair
      ii. A petition with at least twenty percent of the clubs voting membership signatures must be submitted to an executive board officer
      iii. The officer will call a special meeting which will occur one week after the petition has been submitted
      iv. As this meeting the charges against the offending officer will be presented, as well the defending officer will present their defense either in person or in writing
v. At the same meeting, the voting membership with a two-thirds (2/3) majority vote shall decide the removal of the offending officer.

vi. If the offending officer is removed, the guidelines in this constitution under officer vacancy are to be followed.

vii. All documentation regarding the removal of the offending officer must be submitted to the Student Association administration for further review.

4. **Resignation/Vacancy of Office**
   
a. In the event of an officer wishes to resign:
   
i. The resigning officer must inform the current executive board.
   
ii. The resigning officer must inform the Student Association administration so that officer information can be updated.

b. In the event an officer position becomes vacant:
   
i. If the president positions becomes vacant, such vacancy shall be filled by the Vice President.
   
ii. If a vacancy occurs for the position(s) of Vice President, Treasurer, and/or Secretary two options can be followed:

1. A special election will be called. The special election will follow the exact guidelines of Section 2: Elections OR

2. The President may appoint the new officer with the approval of the voting membership.
   
a. The nomination process will be as follows:
   
i. The president appointment must be a voting member of the Club.
   
ii. The president will call a special meeting within a week of the announcement of the appointment Quorum must be met.
iii. The appointed position must gain at least fifty percent of the voting membership's approval
iv. Upon approval of the appointed position will be effective immediately
v. Upon disapproval the guidelines for a special election will be followed

Article VI.

Amendments:

- Any voting member may propose an amendment to the club constitution
- An amendment can be voted on after one week it has been presented
- A two thirds vote must be gained for the amendment to be passed
- The amendment will put into effect during the beginning of the next academic semester
- Amendments to this constitution and by-laws may not violate any Student Association, University at Buffalo, Student Mandatory Activity Fee Guidelines, New York State, or Federal rules, regulations, or laws
- Once passed, amendments and an updated constitution must be turned into the Student Association Office and Council Coordinator for review and approval.