**CONSTITUTION**

***ARTICLE I - NAME, PURPOSE, & NON-DISCRIMINATORY POLICY***

**Section I: Title of Organization**

The name of this organization shall be South Asian Medical Student Association, referred to as SAMSA, at The Ohio State College of Medicine.

**Section II: Purpose Statement**

The South Asian Medical Student Association (SAMSA) at OSUCOM strives to unite, advocate, and support the local South Asian community found within The Ohio State University College of Medicine and Columbus, Ohio at large through social, cultural, and service engagement. Per the UN Environmental Programme (UNEP), countries of South Asia include India, Pakistan, Maldives, Sri Lanka, Nepal, Bhutan, Bangladesh, and most recently, Afghanistan. Within our medical school community, 11.8% of students identify as South Asian, presenting an opportunity to bridge together both undergraduate South Asian organizations, such as Indian Student Association (ISA), with graduate and professional schools, as well as the distinct cultural community in Columbus. As a new organization, our mission lies in three tenants of culture, mentorship, and advocacy. Specifically, we intend to raise awareness and celebrate cultural events, such as Diwali, Holi, or Eid, as a community, build South Asian mentorship programs between the undergraduate groups, SAMSA, and South Asian physicians at OSU Wexner Medical Center and Nationwide Children’s Hospital, as well as advocate and address current health issues facing the South Asian community.

**Section III: Non-Discriminatory Policy**

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

As a student organization at The Ohio State University, South Asian Medical Student Association expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: https://hr.osu.edu/public/documents/policy/policy115.pdf. If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at http://titleIX.osu.edu or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

**Article II: Membership**

As required by the Guidelines for Student Organizations, 90% of the membership of SAMSA will include current Ohio State University students. In addition, only students enrolled at the Ohio State University shall have voting rights in any general assemblies, including elections. Membership will primarily consist of medical students at The Ohio State University, with eventual expansion through the Interprofessional Council (IPC) to other graduate and professional school students at Ohio State, including: College of Dentistry, Nursing, Physical Therapy, Occupational Therapy, Optometry, etc. Membership criteria will aim to foster a supportive community for South Asian students and facilitate personal and professional development. Non-student membership will consist of faculty, alumni, and community professionals who support our goal, and will serve in honorary and advisory roles. Active members and the Executive Committee are able to make decisions regarding the membership of non-student members of the organization. Non-student members may be temporarily suspended with a majority vote of the Executive Committee.

**Article III: Methods for Removing Members & Executive Officers**

III.a. If a member engages in behavior that is detrimental to advancing the purpose of SAMSA, violates the organization’s constitution or by-laws (stated above), or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization’s advisor. The member in question must be allowed to be present during the vote.

III.b. Any elected officer of the chapter may be removed from their position with sufficient cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of SAMSA. This includes violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon directors’ discretion or a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor.

III.c. In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer until a further decision is made.

**Article IV: Organization Leadership**

No individual may hold more than one leadership opposition. In addition to listed responsibilities, it is the policy of this organization that leaders shall assist other leaders when necessary if they become overwhelmed by their duties.

**IV.a. General Structure & Executive Board Guidelines**

IV.1.a. There will be an executive board, consisting of Co-Presidents (2), Vice President (1), Treasurers (2), Secretary (1), Mentorship (2), Social (2), Communications/Marketing (2), Philanthropy/National Outreach (2).

IV.1.b. All executive board members shall serve for a term of one academic calendar year, beginning in the Spring semester, with transitions and elections for the new Executive board during Autumn Semester. Appointment of the executive board shall be decided via a democratic vote.

IV.1.c. The Executive board shall consist of medical students of any class year.

IV.1.d. The Co-Presidents shall call and chair all Executive Board and General Body meetings and oversee all activities.

**IV.b. President:** The President will have the following responsibilities, including but not limited to: The responsibility of moderating General Assembly meetings, the responsibility of representing SAMSA at functions outside of SAMSA meetings including events outside the University, hospital systems, conferences, etc., the responsibility of calling emergency Executive Committee meetings, the responsibility of communicating and coordinating with other organizations, the responsibility of committing time to one committee sub-group.

**IV.c. Vice President:** The President will have the following responsibilities, including but not limited to: assuming responsibilities of the President in his or her absence, the responsibility of connecting with the Interprofessional Council (IPC) and acting as diversity liaison, the responsibility of committing time to one committee sub-group.

**IV.d. Treasurer**: The Treasurer will have the following responsibilities, including but not limited to: balancing and tracking the budget of SAMSA, the responsibility of coordinating with the University in regards to financial affairs, the responsibility of overseeing the processing of any additional funding outside the University including grants, scholarships, and donations.

**IV.e. Secretary:** The Secretary will have the following responsibilities, including but not limited to: chief liaison of communication between the entire organization via access to SAMSA email and collaborative platforms, the responsibility of taking minutes at both Executive Committee and General Assembly meetings and seeing that these minutes are distributed to the members of SAMSA, responsibility for developing slide decks or communication resources.

**IV.f. Mentorship:** The Mentorship chair will have the following responsibilities, including but not limited to: the responsibility of a establishing a three-tiered mentorship program including partnership with the undergraduate organizations (ISA), within the medical school (between upper & lower classmen), and within the greater Columbus area and hospital systems (i.e. South Asian physicians, practitioners, and mentors).

**IV.g. Social:** The Social chair will have the following responsibilities, including but not limited to: the responsibility of planning 3 collaborative, cultural, and community events per year, with ideas including Holi, Garba, Eid, Diwali, etc., the responsibility to work alongside the Treasurer and The Ohio State University to adequately fundraise and fund each event regarding food, marketing, reserving a space, and further event planning.

**IV.h. Communications & Marketing**: The Marketing chair will have the following responsibilities, including but not limited to: the responsibility of creating marketing content for social media, emails, outreach, and beyond for both OSU and outside organizations, working alongside the Vice President to connect with IPC & Diversity committees to better incorporate other graduate schools at the Ohio State University, the responsibility to create lecture resources and panels regarding initiatives such as South Asian mental and physical health awareness, advocacy, etc.

**IV.i. National Outreach/Philanthropy:** The National Outreach chair will have the following responsibilities, including but not limited to: the responsibility to register our organization as a chapter under SAMSA national organization, to connect with other SAMSA chapters & medical schools to plan events, lecture, series, and more, the responsibility to reach out to national philanthropy organizations such as Sakhi, DRF, and SAMHIN.

**IV.j Health Disparities:** The Health Disparities chair will have the following responsibilities, including but not limited to: focusing efforts on important South Asian disparities within the community, including cardiovascular, mental health, and infectious disease health, the responsibility to bolster Asian Free Clinic efforts, the free clinic efforts at Bharatiya Hindu Temple, and collaboration regarding the upcoming Bhutanese Free Clinic, the responsibility to develop lecture series, panels, and efforts with Communications around combating and advocating for disparities.

**Article V- Election / Selection of Organization Leadership**

V.a. Appointments shall take place in the Autumn semester.

V.b. The outgoing Executive Board shall appoint the incoming Executive Board members at the end of their term based on applications. The specific application process and selection procedure is up to the discretion of the outgoing Executive Board. Current procedure includes sending an application to all SAMSA members enrolled at the Ohio State University, with information regarding each position. Interested members have the opportunity to fill out applications, with the Executive Board conducting a name-blinded review of application and majority vote to fill positions for the upcoming year.

V.c. In the case of any unexpected openings, vacancy positions or resignations, the Co-Presidents shall appoint a new board member with a majority vote of the Executive Board.

**Article VI - Executive Committee: Size and composition of the Committee**

As stated above, the executive will consist of 16 members to encourage involvement, collaboration, and bolster initiatives throughout the year. It is composed of Co-Presidents (2), Vice President (1), Treasurers (2), Secretary (1), Health Disparities chairs (2), Mentorship chairs (2), Social chairs (2), Communications/Marketing chairs (2), Philanthropy/National Outreach chairs (2). All roles and responsibilities of stated chairs are explained in detail above.

***Article VII - Standing Committees (if needed): Names, purposes, and composition.***

Beyond the extensive Executive Board structure, our organization does not plan to create additional committees. Rather, we intend to have all members become involved, and collaborate support initiatives (i.e. combating health disparities, educational lectures, mentorship programs) brought to attention by fellow members, leadership, and faculty advisors.

**Article VIII – Advisor(s) or Advisory Board: Qualification Criteria.**

SAMSA intends to have one chief faculty advisor. The chief advisor shall be selected by the Executive Committee. The advisor must be a full-time member of the University faculty or Administrative & Professional staff. It is the responsibility of the chief advisor to answer questions presented by the Executive Committee and to represent the organization at events when needed. Chief advisor needs to attend University training as deemed necessary by the University. Current faculty advisor for the upcoming year and full-time Ohio State professional staff is: Dr. Monika Chaudhari.

***Article IX – Meetings and events of the Organization: Required meetings and their frequency.***

IX. Minimum of two general meetings, open to all SAMSA members, in addition to specific event meetings, are to be held each academic term except for summer. Meetings will occur no less than once every two months. Attendance at all or 50% of events hosted is required for membership. Executive committee meetings, requiring only the attendance of executive members, will be held monthly on a date not conflicting with the general meetings. These meetings can be held in-person or online. Attendance at all executive meetings or 50% of events hosted is required for executive membership.

***Article X – Attendees of Events of the Organization: Required events and their frequency.***

The organization reserves the right to address member or event attendee behavior where the member or event attendee’s behavior is disruptive or otherwise not in alignment with the organization’s constitution. As stated above, this organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment. Our organization condones disruptive and ill-intentioned behavior, and will work alongside The Ohio State University Student Conduct Board and resources to establish address this behavior.

***Article XI – Method of Amending Constitution: Proposals, notice, and voting requirements.***

Any proposed amendments should be presented to the organization executive board in writing, either through email or a hard copy, rather than verbal. The amendment should not be acted upon when initially introduced. The amendment would require the entire voting membership of the SAMSA organization, present or not. The constitution should not be amended easily or frequently, ideally every time the Executive Board transitions.

***Article XII – Method of Dissolution of Organization -***

The dissolution must be approved by a majority of the members present and qualified to vote at a general membership meeting called for such a purpose. A specific reason is to be provided for the decision and a vote among the executive committee shall be taken. Should any assets exist, they shall be collected and distributed to The Ohio State University or to another not-for-profit organization supporting South Asian community services agreed upon by the executive committee. Any existing debts shall be settled by requesting funding from the university or by liquidating tangible assets owned by the organization. Upon the official dissolution of the organization, the Student Activities staff will be contacted to remove organization information from the website.