

AMSG Constitution 2016

ARTICLE I. NAME AND PURPOSE

Section A. NAME

Part 1. The official name for this organization is the University of California, Irvine, School of Medicine Associated Medical Student Government.

Part 2. This organization will use the name or its acronym, AMSG, in all publicity material and correspondence.

Section B. PURPOSE

Part 1. The purpose of this organization is to provide for the promotion, maintenance, and regulation of matters of student interest.

Part 2. All activities of this organization must be directed toward this purpose.

ARTICLE II. MEMBERSHIP

Section A. REQUIREMENTS

Part 1. Each student registered in the University of California, Irvine, School of Medicine will be a member of this organization and, as such, will be entitled to the privilege of participation in the activities of the AMSG.

Part 2. Membership decisions will not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, disability, age, medical condition, ancestry, marital status, citizenship or sexual orientation.

Section B. RIGHTS

Part 1. All members are eligible to attend all meetings and events of this organization.

Part 2. If a fee is charged to attend a particular event, the membership will establish a fee scale for voting members, non-voting members, and others as appropriate.

ARTICLE III. GOVERNING BODY

Section A. AMSG COUNCIL

Part 1. Membership (66 members)

1. Co-Presidents (2)
2. Class Co-Presidents (8; two from each class)
3. Treasurer (1)
4. Treasurer-elect (1)
5. Webmaster (1)
6. Peer Review Committee Members (8; two from each class)
7. Ethics Committee Representatives (8; two from each class)
8. Curriculum and Educational Policy (CEP) Committee Representatives (8; two from each class)
9. Basic Science Course Directors (BSCD) Representatives (4; two from each of the basic science year classes)
10. Clinical Course Director (CCD) Representatives (4; two from each of the clinical year classes)
11. Alumni Association Representatives (4; one from each class)
12. Associated Graduate Students Representatives (3; determined annually by AGS council)
13. Association of American Medical Colleges representatives (4)

14. PRIME-LC Representative (1)
15. MD/PhD Representative (1)
16. MD/MBA Representative (1)
17. MD/MPH Representative (1)
18. Class Historian (4; one per class)
19. Medical Humanities Representative (1)
20. Wellness Committee Representative (1)

Part 2. Executive Council

The following members of the AMMSG Council shall comprise the AMMSG Executive Council (12 members):

1. Co-Presidents (2)
2. Class Co-Presidents (8)
3. Treasurer (1)
4. Treasurer-elect (1)

Section B. DUTIES AND POWERS

Part 1. AMMSG Council

1. To determine, coordinate, and direct all AMMSG policy.
2. To consider the appropriation and assessment of funds for all AMMSG activities in compliance with prevailing rules and regulations and policies of AMMSG and the University.
3. Legislation
 - 3.1. To pass any and all legislation necessary and proper to the functioning of this constitution.
4. Act as liaison between the AMMSG, faculty, administration and alumni of the medical school.
5. Committees will be delegated by the AMMSG Co-Presidents as deemed necessary, and with the approval of a majority of the voting Council members.
6. All elected members of the AMMSG Council will have one vote; should a council member hold more than one position, that council member shall still have one vote.
7. The Executive Council holds the following duties and powers:
 - 7.1. Members of the Executive Council are responsible for attending periodic student leadership meetings with Deans and other members of the administration. These may occur as often as once a month at the discretion of the Dean(s).
 - 7.2. The Executive Council may, with a majority vote, make changes to the allocation of funds within the AMMSG budget.
 - 7.3. The Executive Council may, with a majority vote, call for a special meeting of the AMMSG Council. Notice of special meetings must be communicated to all members at least 72 hours in advance of the meeting.

Part 2. AMMSG Co-Presidents (2)

1. Act as presiding officers at the AMMSG Council and Executive Council meetings.
2. Act as liaison between the AMMSG Council, faculty, administration, and alumni.
3. Represents student council in all business and social functions.
4. With the approval of a majority of the voting Council members, delegate committees as deemed necessary.
5. With the consent of a majority of the voting Council, delegates and removes chairpersons and members of committees or other persons assigned specific duties.
6. To sit on the board of the Alumni Association and attend its regular meetings.
7. Attend periodic student leadership meeting with Deans and other members of the administration. These may occur as often as once a month at the discretion of the Dean(s).

Part 3. Class Co-Presidents

1. Each class will elect Co-Presidents and other officers as the class deems necessary. The class Co-Presidents or delegated member of a class council will be responsible for the class representation to the council and communication of class business with the faculty.
2. Attend and participate at AMMSG Executive Council meetings as voting members.

3. Attend and participate at AMMSG Council meetings as voting members.
4. Specific duties include, but are not limited to, the following:
 - 4.1. MS1 Co-Presidents
 - 4.1.1. Plan the annual School of Medicine Halloween Party.
 - 4.1.2. Overseeing improvements and maintenance to the Medical Education Building Student Lounge, and kitchen
 - 4.1.3. Plan celebratory functions after exams (as seen fit).
 - 4.1.4. Organize anatomy lab cleanings before the anatomy lab practical.
 - 4.1.5. Organize the group purchase of a custom class t-shirt.
 - 4.2. MS2 Co-Presidents
 - 4.2.1. Help the Office of Admissions in organizing Orientation and White Coat Ceremony for the incoming first year medical student class (hereafter referred to as MS1).
 - 4.2.2. Help with MS1 AMMSG elections.
 - 4.2.3. Organize MS1 versus MS2 annual Powderpuff Football game.
 - 4.2.3. Organize the annual School of Medicine Winter Formal.
 - 4.2.4. Help MS1 Co-presidents with planning the annual School of Medicine Halloween Party.
 - 4.2.5. Plan celebratory functions after exams (as seen fit).
 - 4.2.6. Help plan the annual UCISOM retreat.
 - 4.2.7. Make an effort to obtain group purchase discounts for step 1 study material.
 - 4.3. MS3 Co-Presidents
 - 4.3.1. Organize periodic, school-wide end-of-rotation parties throughout the year.
 - 4.3.2. Help to organize the Match Day Celebration/BBQ.
 - 4.3.3. Oversee improvements to the UC Irvine Medical Center Student Lounge.
 - 4.3.4. Update the UC Irvine-SOM Student Clinical Handbook and distributing it to incoming MS3 students; the Co-Presidents may appoint another student to perform this duty.
 - 4.4. MS4 Co-Presidents
 - 4.4.1. Give the class address at commencement.
 - 4.4.2. Assist administrators in planning commencement.
 - 4.4.3. Organize the creation and distribution of the senior class yearbook with the assistance of the Class Historian.

Part 4. Treasurer

1. Responsible for the distribution of all funds of the AMMSG and a permanent record thereof, subject to the approval of the Council.
2. Report the financial condition of the AMMSG treasury at each council meeting, and to the Co-Presidents, as requested.
3. With the Co-Presidents, will prepare a general annual budget to be presented to the Council for its approval.
4. Make provisions for the adequate transition of their office to their successor, treasurer-elect.
5. Prepare and train their successor, treasurer-elect.
6. Attend and participate at AMMSG Executive Council meetings as voting members.
7. Attend and participate at AMMSG Council meetings.

Part 5. Treasurer-elect

1. Learn all duties of the treasurer in preparation for taking the position in January.
2. Aid the treasurer however requested as relevant for their AMMSG duties.
3. Record minutes at Council meetings and distribute them via email to all Council members for approval.
4. Succeed Treasurer in January.
5. Attend and participate at AMMSG Executive Council meetings as voting members.
6. Attend and participate at AMMSG Council meetings.

Part 6. Webmaster

1. Attend and participate at regular AMMSG Council meetings and represent the school's interests with regard to the Internet.

2. Setup and maintain a system to quickly disseminate information to all AMMSG Council members, such as an electronic mailing list.
3. Assisting the AMMSG co-presidents in the organizing of AMMSG elections and polls.
4. Monitor and aid with the AMMSG school website, including ensuring all positions and student interest groups are up to date following elections.
5. To aid in fulfilling the above duties, the Webmaster shall organize a team of Associate Webmasters, consisting of students from the various classes (preferably at least one student per class). At his/her discretion, the Webmaster may delegate duties ascribed to his/her office to one or more of the Associate Webmasters. These Associate Webmasters are not voting members of the AMMSG Council.

Part 7. Peer Review Committee Representatives (8)

1. Be a representative for the peer review process, aimed at early detection and assistance for medical students who are experiencing difficulty such as professional conduct problems, suspected impairment, violation of the honor code, or violation of any university policy, regulation, or rule.
2. The committee operates within guidelines set jointly by the School of Medicine administration and the student body. The Peer Review Committee conducts hearings and may impose sanctions or provide assistance to the student.
3. Attend and participate at the Promotions and Honors meetings held once a month where the above matters will be discussed.
4. The Associate Dean of Student Affairs and other faculty members also sit on the Peer Review Committee.
5. Attend and participate at AMMSG Council meetings.

Part 8. Ethics Committee Representatives (8)

1. Attend regular meetings of the UC Irvine Ethics Committee.
2. Facilitate discussion about ethical and moral issues that arise in patient care and to develop recommendations for ethical treatment. Students will be involved in each function as appropriate to their level of education and interest and will be trained through observation, participation in consultations, discussion, and reading material.
3. Committee membership is contingent on appointment by the Medical Center Chief of Staff Classification if the student appointment is under review. Initial appointments may be as "invited guests," but this will not interfere with active participation.
4. Attend and participate at regular AMMSG Council meetings.

Part 9. Curriculum and Educational Policy (CEP) Committee Representatives (8)

1. Attend all CEP meetings and provide the perspectives of their classmates. They are non-voting members for CEP council.
2. Attend regular AMMSG Council meetings to make a report, if asked.

Part 10. Basic Science Course Directors (BSCD) Representatives (4)

1. Attend all BSCD meetings and provide the perspectives of their classmates. They are non-voting members for BSCD council.
2. Represent the voice of the students on issues regarding the basic science courses.
3. Attend regular AMMSG Council meetings to make a report, if asked.

Part 11. Clinical Course Director representatives (4)

1. Meet once a month with course directors from each clinical course (i.e. Medicine, Surgery, Pediatrics, Psychiatry).
2. Represent the voice of the students on issues regarding the clerkships, including, but not limited to, grading, vacations, and curriculum.
3. Attend and participate at AMMSG Council meetings.

Part 12. Alumni Association representatives (4)

1. Attend regular meetings of the Alumni Association, varying in frequency from once every two months to once every four months.

2. Help organize student-alumni activities and aid in decision-making regarding the overall direction of the alumni association.
3. Be a liaison between his/her respective class and the alumni association.
4. Attend and participate at AMMSG Council meetings.

Part 13. Associated Graduate Students representatives (number determined by membership in AGS council, currently 3)

1. Attend all regular meetings of the AGS and AMMSG Council meetings.
2. Represent the interests of the AMMSG at AGS functions.
3. Report to AMMSG the status of the AGS and items related to AMMSG or the School of Medicine.
4. Pursue AGS funding for AMMSG activities, as needed.

Part 14. Association of American Medical Colleges representatives (4)

1. Attend AAMC meetings/conferences as the UC Irvine representative.
2. Attend regular AMMSG Council meetings so that he/she will be able to accurately represent UC Irvine at AAMC meetings/conferences.
3. Keep the AMMSG informed of all information received through the AAMC.

Part 15. MD/PhD Representative

1. Attend AMMSG Council meetings and represent the interests specific to MD/PhD students.

Part 16. PRIME-LC Representative

1. Attend AMMSG Council meetings and represent the interests specific to PRIME-LC students.

Part 17. MD/MBA Representative

1. Attend AMMSG Council meetings and represent the interests specific to MD/MBA students.

Part 18. MD/MPH Representative

1. Attend AMMSG Council meetings and represent the interests specific to MD/MPH students.

Part 19. Class Historian

1. First year class historians will maintain an up-to-date list of the active organizations and the representatives and aid the Co-Presidents in inviting representatives from the organizations to attend and speak at meetings when desired by the organizations.
2. Gather media for their respective classes from their classmates as their class progresses through medical school. This media will be used in their fourth year to aid the fourth year presidents in creating and distributing the senior class yearbook. The fourth year class historian will help with this process.
3. Attend regular AMMSG Council meetings.
4. Manage, in collaboration with the medical humanities representative(s), the Medical Arts Exhibit, including gathering new submissions and media bi-annually and establishing and meeting with the Medical Arts Exhibit Committee in charge of choosing the artwork.
5. Maintain communication with the staff and/or faculty with knowledge about facility and building codes for artwork mounting.

Part 20. Medical Humanities representative

1. Be involved in and up to date with the following medical humanities programs, including but not limited to: Plexus, medical humanities electives, medical humanities symposium, new medical humanities initiatives, and Gold Humanism Honor Society.
2. Help the faculty coordinator of the medical humanities electives, symposium, or any other humanities related event or classes. This includes but is not limited to aiding in the planning the Annual Medical Humanities Symposium.
3. Help publicize and encourage classmates to participate in these events.
4. Represent UCISOM Medical Humanities at the annual activities fair.

5. Work with webmaster to update the UCISOM Medical Humanities website with resources and contacts.
6. When possible, collaborate with medical humanities representatives at other schools and represent UCISOM at humanities related conferences.
7. Attend AMMSG Council meetings and inform AMMSG of any upcoming events or matters of interest.
8. Collaborate with the Class Historian(s) in managing the Medical Arts Exhibit, including publicizing classmates to submit artwork and maintaining communication with the Director of the Program in Medical Humanities and Arts, the faculty advisor for the Medical Arts Exhibit Committee.

Part 21. Wellness Committee Representative

1. Attend AMMSG Council meetings and provide updates from the wellness committee.

Section C. PROXIES

Part 1. Written proxies naming the proxy, sent by the member of Council to be absent, will be accepted with full voting privileges, providing the AMMSG Council has been notified of said proxy in advance. Proxies sent by e-mail to the AMMSG Council listserv are acceptable.

Section D. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

Part 1. All officers and candidates for office must be currently enrolled as a medical student, MD/MBA student, MD/MPH student or MD/PhD student in the University of California, Irvine School of Medicine.

Part 2. All officers and candidates for office must be in good academic and professional standing as determined by the Dean of Student Affairs and the Peer Review Committee. After nominations have been submitted, the nomination list will be submitted to the Dean of Student Affairs and the Peer Review Committee for approval prior to ballot release.

Part 3. Position Eligibility

1. AMMSG Co-Presidents (2) – This office may only be held by a student in their 4th year or greater at UC Irvine School of Medicine or affiliate programs (MD/MBA, MD/PhD, MD/MBA, MD/MPD, etc).
2. Class Co-Presidents (8; 2 from each class) – This office may only be held by a student from the class that they are currently a part of.
3. Treasurer (1) – This office may only be held by the treasurer-elect.
4. Treasurer-elect (1) – This office may only be held by a MS1 elected during fall MS1 elections.
5. Webmaster (1) – This office may be held by a medical student from any class.
6. Peer Review Committee Members (8) – This office may be held by any medical student. Two students will be elected from each class and serve 2-year terms. Representatives will be elected during the fall elections of their 1st year and serve through the first and second year. Representatives serving through third and fourth year will be elected during spring elections in MS2 year.
7. Ethics Committee Representatives (8) – This office may be held by any medical student. 2 students will be elected from each class and serve 2 year terms. Representatives will be elected during the fall elections of their 1st year and serve through the first and second year. Representatives serving through third and fourth year will be elected during spring elections in MS2 year. Committee membership is contingent on appointment by the Medical Center Chief of Staff. Classification of the student appointment is under review. Initial appointments may be as "invited guests" but this will not interfere with active participation.
8. Curriculum and Educational Policy (CEP) Committee Representatives (8) - This office may be held by any medical student. Two students will be elected from each class and serve two year terms. Representatives elected during the fall elections of their 1st year and serve through the first and second year. Representatives serving through third and fourth year will be elected during spring elections in MS2 year.
9. Basic Science Course Directors (BSCD) Representatives (4) - This office may be held by any first year medical student and will serve a two year term through their first and second years.
10. Clinical Course Director (CCD) Representatives (4) – This office may be held by any medical student finishing their MS2 year and will serve a two year term through their 3rd and 4th years.

11. Alumni Association Representatives (4, one per class) - This office may be held by a medical student from any class.
12. Associated Graduate Students Representatives (3; determined annually by AGS council) - This office may be held by a medical student from any class.
13. Association of American Medical Colleges representatives (4) - Selection for this position is limited to and otherwise completely controlled by the current representatives
14. MD/PhD Representative (1) - This office may only be held by a student enrolled in the MD/PhD program.
15. PRIME-LC Representative (1) - This office may only be held by a student enrolled in the PRIME-LC program.
16. MD/MBA Representative (1) - This office may only be held by a student enrolled in the MD/MBA program.
17. MD/MPH Representative (1) - This office may only be held by a student enrolled in the MD/MPH program.
18. Class Historian (4, one per class) - This office may be held by a medical student from any class.
19. Medical Humanities Representative (1) - This office may be held by a medical student from any class.
20. Wellness Committee Representative (1) - This office may only be held by a student on the Wellness Committee.

Section E. NOMINATIONS AND ELECTIONS

Part 1: Election Coordinator

1. One or both of the AMMSG Co-Presidents shall serve as the election coordinator.
2. The coordinator shall not be a candidate for AMMSG office.
3. In the event that both current Co-Presidents are candidates for AMMSG office, the Co-Presidents shall appoint an election coordinator, who will not be a candidate for AMMSG office.
4. The coordinator will conduct the election of the new AMMSG Council by soliciting nominations and organizing and conducting the voting process.
5. The coordinator may form a committee of representative members of the AMMSG, none of whom will be candidates for office in the election, to assist him/her.

Part 2: Nominations

1. Official nominations for AMMSG-elected offices will be collected by the election coordinator.
2. Students may nominate eligible students for AMMSG positions as illustrated in Article III, Section D.
3. Students nominated in this way must confirm their acceptance of said nomination before being put on the ballot.
4. Students may also nominate themselves for an AMMSG position.

Part 3: Voting Procedure

1. Regular elections will be held once yearly in the spring term, with the exception of the first-year class, which will hold elections in the fall, after they have begun classes.
2. Provisions will be made for the secret ballot poll of all enrolled students.

Part 4: Election Results

1. The candidate receiving the most votes in his/her contest shall be declared the winner.
2. The election results will be declared final and binding by a vote of the incumbent AMMSG Council.

Part 5: Special Elections

1. If any elected member of the AMMSG Council should fail to take office or fulfill his/her term, a replacement shall be elected.
2. The manner in which this replacement is elected shall depend on the length of the term remaining. If the length of the term remaining is nine months or greater, another nomination procedure and election for the vacant office shall be held.
3. If the length of the term remaining is less than nine months, a replacement may be selected by another nomination/election procedure OR by the consent of the AMMSG Council.

4. Should the latter route be taken, replacement candidates shall submit their names to the AMSC Council and state their qualifications for said office.
5. A majority vote of the AMSC Council will elect the candidate to fill the vacant office.
6. The election results will be final and binding and entitle the newly elected officer to all responsibilities, rights and privileges of AMSC Council members.

Part 6: Combined Degree Programs and Wellness Committee Representative Elections

1. MD/PhD Representative - Election to this position is limited to, and otherwise completely controlled by, the students enrolled in this program; the current MD/PhD representative shall organize the selection of the next MD/PhD representative.
2. PRIME-LC Representative - Election to this position is limited to, and otherwise completely controlled by, the students enrolled in this program; the current PRIME-LC representative shall organize the selection of the next PRIME-LC representative.
3. MD/MBA Representative - Election to this position is limited to, and otherwise completely controlled by, the students enrolled in this program; the current MD/MBA representative shall organize the selection of the next MD/MBA representative.
4. MD/MPH Representative - Election to this position is limited to, and otherwise completely controlled by, the students enrolled in this program; the current MD/MPH representative shall organize the selection of the next MD/MPH representative.
5. Wellness Committee Representative - Election to this position is limited to, and otherwise completely controlled by, the students on this committee; the current wellness committee representative shall organize the selection of the next wellness committee representative.

Section F. REMOVAL FROM OFFICE

Part 1. Officers may be removed from office for failure to perform duties, violation of membership clause, or failure to remain in good academic and professional standing as determined by the Dean of Student Affairs and the Peer Review Committee.

Part 2. Officers to be voted upon in this regard will be notified of the intention to do so in writing at least one week prior to the meeting at which the vote will be taken.

Part 3. A two-thirds majority of quorum present at a regularly scheduled meeting shall be sufficient for removal from office.

Part 4. Any officer may resign by submitting a letter to the Co-Presidents. A Co-President may resign by submitting a letter to the other Co-President.

Section G. TERMS OF OFFICE AND VACANCIES

Part 1. A single year of office shall be from the last meeting of each spring semester until the last meeting of the subsequent spring semester.

Part 2. Number of years served per term of office:

1. Co-Presidents (1 year)
2. Class Co-Presidents (1 year)
3. Treasurer (1 year)
4. Treasurer-elect (1 year)
5. Webmaster (1 year)
6. Peer Review Committee (2 years)
7. Ethics Committee Representatives (2 years)
8. Council on Education Policy Representatives (2 years)
9. Basic Science Course Directors Representatives (2 years)
10. Clinical Course Director representatives (2 years)
11. Alumni Association Representatives (1 year)
12. Associated Graduate Students Representatives (1 year)
13. Association of American Medical Colleges Representatives (4 years)

14. MD/PhD Representatives (1 year)
15. PRIME-LC Representatives (1 year)
16. MD/MBA Representatives (1 year)
17. MD/MPH Representatives (1 year)
18. Class Historian (4 years)
19. Medical Humanities Representatives (1 year)
20. Wellness Committee Representative (1 year)

Part 3. Should a vacancy in office occur, there may be another nomination procedure and election for the vacant office. Alternatively, a special election, with voting by the AMGS Council, may be held to fill a vacancy in office (see article III, section E, Part 5).

ARTICLE IV. MEETINGS

Section A.

A meeting of the AMGS Council shall be held in the first quarter of the school year for the primary purpose of proposing and voting on the AMGS budget for the school year.

Section B.

The newly elected AMGS council will convene at least once during the spring term of its election.

Section C.

Additional regular meetings shall be called as deemed necessary by the Co-Presidents, preferably at least three times a year.

Section D.

Special meetings may be called when deemed necessary by the Co-Presidents or by a majority of the executive council or by a majority of the Council. Notice of special meetings must be communicated to all members at least 72 hours in advance of the meeting.

Section E.

To conduct business at any meeting, a simple majority of the Council must be present to form quorum.

Section F.

Members of the executive council are responsible for attending periodic student leadership meeting with Deans and other members of administration. These may occur as often as once a month at the discretion of the Dean(s).

ARTICLE V. COMMITTEES

Section A. COMMITTEES

Part 1. Committees may be appointed by a majority vote of the quorum at a meeting of the AMGS Council.

Part 2. In appointing such committees, AMGS members must specify the purpose and chair or co-chairs of that committee, and establish its duration.

ARTICLE VI. OTHER STUDENT ORGANIZATIONS

Section A. Other Student Organizations

Part 1. Student organizations will include social, academic and professional groups which employ the facilities of the school and which derive their membership from the students and/or faculty and/or staff of the school.

Part 2. The MS1 Class Historian will maintain an up-to-date list of the active organizations, representatives of which will be invited to attend AMMSG council meetings and to which may be distributed AMMSG funds. The only stipulation of recognition by the council will be accordance with established University regulations.

ARTICLE VII. AFFILIATIONS

Section A. UC Irvine

Part 1. This organization is a recognized student organization at the University of California, Irvine, but is not part of the University itself.

Part 2. In all correspondence and business transactions, it may refer to itself as an organization at UC Irvine, but not as part of UC Irvine itself.

Part 3. AMMSG accepts full financial and production responsibility for all activities it sponsors.

Part 4. AMMSG agrees to abide by all pertinent UC Irvine policies and regulations. Where UC Irvine policies and regulations and those of AMMSG differ, the policies and regulations of UC Irvine will take precedence.

Part 5. This organization recognizes and understands that the university assumes no legal liability for the actions of the organization, and that the University is not providing blanket indemnification insurance coverage for any activities of the organization.

ARTICLE VIII. FACULTY/STAFF ADVISOR

Section A. ADVISOR

Part 1. The primary advisor for this organization shall be the Executive Director of ASUCI.

Part 2. This organization may appoint additional advisors, as deemed necessary, by a majority vote of the AMMSG Council.

Part 3. Other persons may serve as special advisors as needed.

Section B. DUTIES

Part 1. The co-presidents shall meet with the advisor at least once a year.

Part 2. The advisor should attend at least one regular AMMSG Council meeting per year.

Part 3. An advisor may not vote in AMMSG matters, hold office, or unduly influence decisions of the student organization.

ARTICLE IX. BY-LAWS AND AMENDMENTS

Section A. BY-LAWS

Part 1. By-laws can be added to this constitution by a simple majority vote of the AMMSG Council at a regular meeting of the AMMSG Council.

Part 2. This constitution takes precedence over any and all by-laws.

Part 3. University policies and state and federal laws take precedence over constitution and any and all by-laws.

Section B. AMENDMENTS

Part 1. Amendments to this constitution may be proposed by a majority vote of the AMSG Council, or by a petition signed by at least one fourth of the members of the AMSG.

Part 2. Amendments to this constitution may be passed by a two-thirds majority vote of the entire student body or a simple majority vote by each of the four classes.

Part 3. Amendments changing the official name of the student organization, obviated by changes in the name of the University of California, Irvine, California School of Medicine, will become effective by a simple majority vote of a quorum of the Council.

Part 4. All amendments shall be in consonance with University regulations and policies and shall be filed with the university through the Office of the Dean of Students within two weeks of adoption by the organization.

ARTICLE X. FINANCIAL MATTERS

Section A. RESPONSIBILITIES

Part 1. Registered campus organizations must follow the University of California Policies Applying to Campus Activities, Organizations, and Students in all financial matters and accept full responsibility for all activities that bear the organization's name as official sponsor.

Part 2. The University shall have the right to audit the financial records of this organization.

Part 3. The AMSG Co-Presidents and treasurer are responsible for submitting to the AMSG Council a yearly budget, which includes the allocation of student funds to clubs/organizations, classes, and other specific AMSG-related events or causes. This budget must be approved by a simple majority vote of the quorum at a Council meeting. This budget must be reported to the UC Irvine Student Government offices for final approval.

Part 4. Changes to the allocation of funds within the AMSG budget may be made by a simple majority vote of the executive council. Any changes made in this manner must be reported to the UC Irvine Student Government offices for final approval.

Part 5. Reserve Funds

1. Per university policy, any funds in the AMSG budget that are not used at the end of the fiscal year will be transferred to a reserve account, which will be maintained from year to year.
2. The Co-Presidents or Treasurer may make a motion to mobilize money from the reserve fund for a purpose related to the goals of the AMSG.
 - 2.1. A simple majority vote of a quorum of the AMSG Council is required for use of a sum of funds less than or equal to 15 percent of the total balance of the reserve fund.
 - 2.2. A two-thirds majority vote of a quorum of the AMSG Council is required for use of a sum of funds greater than 15 percent of the total balance of the reserve fund.
 - 2.3. Voting and approval via AMSG listserv or similar electronic method is acceptable.