

Physician Assistant Students Promoting Diversity and Inclusion (PASPDI)

CONSTITUTION

Article I: Acceptance and Compliance to Requirements and Limitations

Physician Assistant Students Promoting Diversity and Inclusion (PASPDI) and its membership accept and fully comply with the requirements and limitations of registration.

Article II: Limits of Registration

PASPDI is a student association and is not an official component of the University. Registration does not permit the organization to use or act in the name of the University, to represent the University, engage in any contractual obligation in the name of the University nor represent the organization as being an official part of the University. The organization is permitted to have approved external affiliations. Registration expressly permits the organization to only operate on campus. Off-campus activities of the organization are the sole responsibility of the organization, its officers and members, unless expressly approved in advance by the University. Membership and participation in organizational activities are voluntary and all risks of personal injury, property damage or other losses incidental to membership or participation in activities are assumed solely by the student organization and/or individual member(s) or participant(s).

Article III: Annual Re-registration

PASPDI will submit its annual re-registration application during the re-registration period following the election of new officers.

Article IV: Purpose

PASPDI seeks to advance understanding of experiences and needs of various underserved, underrepresented, and/or stigmatized populations in healthcare settings and beyond in order for current physician assistant students to participate in the ongoing work of growing cultural literacy in order to provide optimal care to patients of myriad backgrounds, identities, and experiences.

Article V: Activities

PASPDI will share readings from various sources (from peer-reviewed journals and otherwise) about various populations' experiences in healthcare settings and in society in general. Meetings will be intermittently held in order to discuss the readings, which may be selected by any member of the organization or may be recommended by peers who are not members. In this way, the organization will acknowledge that there are gaps in knowledge or understanding that its members are not always aware of. Documentaries and videos may also be shared. PASPDI will seek to engage in social outreach via volunteer opportunities in underserved communities throughout Pittsburgh. PASPDI will also compile a resource guide for incoming physician assistant students who may be seeking to participate in social justice-minded organizations in the Pittsburgh area. Finally, the organization will coordinate occasional guest panels and/or speakers for events that may be attended by any interested student at the University of Pittsburgh.

Article VI: Membership Requirements

1. Membership is open to currently enrolled Pitt students as defined herein.
2. All members must accept and comply with all the requirements and limitations of registration as a condition of membership.
3. Membership in PASPDI is voluntary and all risk of personal injury, property damage or other losses that occur in incidental to membership or participation in activities are assumed solely by the student organization and/or individual members (s) or non-member participant(s).

Accordingly, the University of Pittsburgh, its officers and agents shall not be responsible nor liable for any claims or causes of action for damage or loss of property or personal injury of any kind or nature which may arise out of or are incidental to the conduct of any organization's activities or that of any individual's participation in any group-related activity. It is further understood and agreed that it is the responsibility of the officers of the organization to assure that all of the organization's members and non-member participants in all activities sponsored by the organization are fully informed and advised of this ASSUMPTION OF RISK, and in the event any individual member or participant should express or indicate non-acceptance, the organization's officers shall forbid participation and/or membership of such individual. In regard to the organization member or non-member participant Assumption of Risk, PASPDI acknowledges that the University recommends that the organization members and non-member participants make every effort to arrange for the acquisition of liability insurance sufficient to protect all participants against those risks being assumed. For sport-related organizations, the University recommends that each individual have insurance sufficient to allow for any risks by participation, accident or by deficiencies in physical health.

4. No illegal discriminatory criteria may be used as criteria for membership including those listed in the University of Pittsburgh's non-discrimination policy. These factors include race, color, religion, national origin, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity and expression, genetic information, disability, or status as a veteran. All groups, except those exempt by law, must permit male and female membership. Sport clubs involving physical contact or in which participation is based on competitive skill may limit participation in competition to one sex; provided that, for any for any such sport club engaged in a non-contact sport, unless there is a sport club available for members of the opposite sex, the club must permit try-outs for each sex. Membership can be limited by factors unrelated to status or beliefs and which are also not illegal. Membership can be limited by school, college, department, major and grades, etc. No hazing or illegal discrimination will be used as a condition of membership in the organization.
5. Membership is limited to students currently enrolled in the University of Pittsburgh Physician Assistant Studies program.
6. There are no financial obligations in order to become a member of PASPDI

Article VII: Membership Procedures

There will be no membership procedures because PASPDI is an open club that accepts all University of Pittsburgh physician assistant students as members. Membership recruitment will be advertised via social media and flyers on campus. PASPDI does not exclude anyone from joining unless they have repeatedly committed offenses and/or have violated code of conduct. Similarly, members can be removed if they commit multiple offenses and/or have violated code of conduct. Inactive members are defined as individuals who do not attend any organization events over a three month period, with the exception of clinical year students who are unable to attend events due to clinical schedule conflicts. In the event that a clinical year student is unable to attend an organizational event over a three month period due to a clinical schedule conflict, the affected member(s) may maintain their membership by completing asynchronous event supplementation material that is unanimously agreed upon and distributed by the PASPDI board members. Inactive and suspended members can be reinstated by a statement justifying the circumstances surrounding their inactivity or expulsion. These statements will be reviewed on a case-by-case basis through a formal discussion among officers. The privileges of active membership involve participating in organizational activities, receiving and enjoying commodities offered in organizational events, and voting and running for officer positions.

Article VIII: Voting Privileges

Voting privileges are limited to currently enrolled University of Pittsburgh students in good standing with the organization.

Article IX: Officers

The organization shall have the following officers: President, Vice President, Business Manager, Secretary, Social Media Chair, Immediate Past President, Immediate Past Vice President, Immediate Past Business Manager, and Immediate Past Secretary, and Immediate Past Social Media Chair.

Article X: Terms of Office

The terms of office for each officer will begin from the time they are elected into office and assume full responsibility of their roles until the end of the calendar year, at which time another election will take place. The election will be held to select a new President, Vice President, Business Manager, Secretary and Social Media Chair. Once these positions are filled, the previous officers who held these titles will transition into Immediate Past President, Immediate Past Vice President, Immediate Past Business Manager, Immediate Past Secretary, and Immediate Past Social Media Chair. In the case of officer graduation, resignation, or removal, elections will take place accordingly to ensure that the position is filled in time.

Article X.I: Interim Plan for Social Media Chair Position

The PASPDI executive board for the year of 2021 has created a Social Media Chair Position. The position will be filled interimly by the three Social Media Chairs of the Pitt Physician Assistant Student Society for the remainder of the term. Starting with the next election in 2022, the Social Media Chair position must be selected by way of the PASPDI executive board election. Once this position has been filled after the election, the Social Media Chairs of the Pitt Physician Assistant Student Society will become the Immediate Past Social Media Chairs.

Article XI: Officer Responsibilities and Duties

The President will oversee the organization and hold other officers accountable to their responsibilities; they will plan the topics of discussion for each club meeting and guide the direction of the organization.

The Vice President works alongside the President in overseeing the club and offers aid to other officers when needed. Additionally, the Vice President will attend organization meetings and facilitate scheduled activities or programs if the president is unable to attend.

The Business Manager oversees membership fees and financial records. This includes financial transactions from fundraisers and other events.

The Secretary will assume the role of Vice President in his/her absence, maintain all records of PASPDI, record minutes of meetings, notify members of forthcoming meetings, notify candidates of their election, and carry on the general correspondence of the student society.

The Social Media Chair will oversee the organization's Instagram account, and advertise the organization's events. This includes posting our Monthly Newsletter, advertising our events through instagram posts and stories, and spreading awareness of our organization's mission.

The Immediate Past President will serve as a mentor to the President and share all forementioned responsibilities. They will be invited to attend all officer meetings and ensure the organization is adhering to the described mission.

The Immediate Past Vice President will serve as a mentor to the Vice President and share all forementioned responsibilities. They will be invited to attend all officer meetings and ensure the organization is adhering to the described mission.

The Immediate Past Business Manager will serve as a mentor to the Business Manager and share all forementioned responsibilities. They will be invited to attend all officer meetings and ensure the organization is adhering to the described mission.

The Immediate Past Secretary will serve as a mentor to the Secretary and share all forementioned responsibilities. They will be invited to attend all officer meetings and ensure the organization is adhering to the described mission.

The Immediate Past Social Media Chair will serve as a mentor to the Social Media Chair and share all forementioned responsibilities. They will be invited to attend all officer meetings and ensure the organization is adhering to the described mission.

No individual officer is permitted to act on behalf of the organization without the unanimous permission of the entire board.

Article XII: Election of Officers

For the election of new officers the nomination procedure will involve interested candidates self-nominating via an online form that will be reviewed by the executive board. Regardless of the position, all candidates must be in good standing with the University of Pittsburgh and with PASPDI, not having violated any codes of conduct set forth by the organization and the university. The eligibility requirements for each officer position that is up for election are:

President: demonstrates high commitment to PASPDI's goals and a deep understanding of ideas and issues at play in the world of health care, and has experience and/or training in leadership.

Vice President: demonstrates high commitment to PASPDI's goals, exhibits exemplary organizational abilities, and stands as a formidable support system for the President as necessary.

Business Manager: possesses organizational skills, attention to detail, experience in data analytics and basic arithmetic.

Secretary: possesses organizational skills, attention to detail, and demonstrates high commitment to PASPDI's goals.

Social Media Chair: possesses advertising and basic photography skills, and demonstrates passion for spreading awareness of PASPDI's mission.

The election process starts in the Spring semester in the month of January. Votes will be cast during the last meeting of that month. Votes will be cast via paper ballots or secure online form. The eligibility requirement for voting is by being an active participant of the organization. The votes required to elect an officer is a simple majority of votes by eligible voters (i.e. active member of the organization). Candidates are only permitted to apply for one position. Absentee ballots are allowed: the person must email PASPDI by the end of the voting day in order to cast their ballot. Once the voting day ends, no more absentee ballots will be allowed. However, proxy ballots cannot be cast. The contests of election results are decided by the active board members and newly elected officers will be notified by email.

Article XIII: Voting Powers of Officers

The current officers and club members retain the voting rights to select new officers; the president, vice president, business manager, and secretary each vote in the event of a tie. With regards to non-election related matters, the officers will convene to discuss the situation and if or when a decision needs to be

made, they will be based on a unanimous vote of all members. If anyone expresses differing opinions and votes against the majority, the officers will continue to discuss the matter to see if a compromise can be attained or attain alternatives.

Article XIV: Removal of Officers

A vote for the removal of an officer is initiated by at least three members of the organization. All members of the organization can then vote on removal. Removal will be decided by a simple majority. An immediate second vote to fill the vacancy will take place in the days following removal. Members who are not present will still retain the right to vote.

Article XV: Vacancies

Vacancies due to resignation or removal will trigger a replacement process. An immediate second vote to fill the vacancy will take place in the days following removal. Members who are not present will still retain the right to vote. The newly appointed officer will fulfill the rest of the stated term.

Article XVI: Committees

There are no committees.

Article XVII: Meetings

Meetings will occur at minimum once a month. All members may attend meetings. A meeting with all officers present must occur at minimum every two-month period. In order to officially conduct and approve business, at least four members (one officer minimum) must be present. If any member is unable to attend in person, they may attend by phone or video chat. Special meetings may be called by any member through thorough discussion with all board members, and will be notified by email. The chairperson is the president. The chair is responsible for maintaining the orderly nature of meetings.

Article XVIII: Finances

The organization shall fully comply with the University fundraising policies and procedures for registered student organizations. The organization will not maintain an outside bank account if it receives funding from the Graduate and Professional Student Government of the University of Pittsburgh.

Article XIX: Publications Code

In compliance with the Publications Code for Student Organizations, all publications of the organization will comply with current copyright laws, be distributed according to policies and procedures, refrain from expressions that are considered obscene or libelous according to current statute, advocate or insight the material interference of physical disruption of the educational process of the peace, order and decorum of the campus, or that advocate or insight imminent, lawless action or the violent overthrow of the government and identify the organization as publisher and specify that the group is a registered student organization at the University of Pittsburgh.

Article XX: Advisor

The advisor must be a fulltime Pitt faculty or staff advisor. The advisor's purpose is to oversee the decisions and actions of the organization, help with disputes that may occur especially if the board members cannot come to an agreement on a topic and also be available as a resource for advice and decisions within the organization. The advisor should communicate with the board members as well as necessary. The advisor was chosen because of their dedication to advancing cultural literacy in healthcare.

Article XXI: External Affiliations

There are no external affiliations.

Article XXII: Bylaws

To include any bylaws to the constitution, it must be voted on by all the board members in good standing. All constitution additions, revisions, and deletions must be reported to the SORC.

Article XXIII: Amendments

All constitution additions, revisions, and deletions must be reported to the SORC.