

### **Vision**

At AMSA, we see a better way forward. As future physicians, we see opportunities to reshape medicine. Our vision is a world where health care is accessible, medicine is affordable and systems support the diversity we see around us.

### **Mission**

To educate and empower diverse future physicians to become unapologetic advocates for equitable healthcare and foster generations of culturally respectful leaders.

### **Values**

AMSA bolsters medical education in ways that support professional and personal growth. So they can become the kind of physician who thinks beyond drugs and diagnoses. The kind of physician who makes a difference. The kind of physician you want to become.

#### **We believe in:**

- 1.) **Advocacy:** Learn to take that issue that keeps you up at night and channel it into full-throated activism.
- 2.) **Education:** Delve deeply into fields you're interested in alongside mentors and peers who share your passions.
- 3.) **Networking:** Tap into AMSA's deep and wide alumni network—learn from experts and fellow game-changers.

## ***“Who we are and what we do” statement for potential AMSA Foundation directors***

The American Medical Student Association (AMSA) is a national, student-led organization that represents medical and premedical students, residents in the United States. AMSA focuses on equipping medical students with the skills, knowledge, and advocacy tools they need to advance health equity and improve the medical profession. AMSA emphasizes social justice, public health, and the professional development of future physicians through the following ways:

1. **Advocacy**  
AMSA advocates for health policies that promote universal healthcare, reduce health disparities, and address systemic issues in medicine. Advocacy efforts include campaigns on reproductive health, climate change and health, mental health, and pharmaceutical ethics.
2. **Education and Leadership Development**  
AMSA provides resources, training, and events to help members develop leadership skills and gain a deeper understanding of critical healthcare issues. This includes programs like:
  - AMSA Conferences and Events: Networking opportunities, workshops, and talks by healthcare leaders.
  - Leadership Training Programs: Opportunities to develop advocacy and organizational leadership skills.
3. **Professional Development**  
AMSA supports its members with career development opportunities, including mentorship programs, guidance on residency applications, and networking events.
4. **Global and Public Health Initiatives**  
AMSA encourages students to address global health challenges and become engaged in public health efforts through education, internships, and projects.
5. **Community Building**  
Through regional and national chapters, AMSA fosters a strong sense of community among medical students and provides a platform for collaboration and support.
6. **Policy Work**  
AMSA adopts and promotes policies on key issues in medicine and healthcare, including healthcare reform, diversity in medicine, and ethical practices.
7. **Research**  
AMSA Supports its members with research opportunities, guidance for those new and experienced in research and opportunities to present their own research in various forums.

### ***Role of potential AMSA Foundation directors***

The mission of the American Medical Student Association (AMSA) is to educate and empower diverse future physicians to become unapologetic advocates for equitable healthcare and foster generations of culturally respectful leaders.

The AMSA Foundation Board of Directors (BOD) supports the work of AMSA by guiding, conceiving and funding experiential educational programs. Ones that are immersive — offering medical students hands-on experiences working alongside experts and innovators to learn deeply. Contextually. Impactfully. We do this by partnering with allied organizations, donors and companies eager to invest in the next generation of physicians.

The Board is accountable to the AMSA Board of Trustees for effective organizational performance and pursuit of its mission and goals, commitment to core values, and proper stewardship of finances. The day-to-day work of the AMSA Foundation is performed under the leadership of the AMSA Chief Executive Officer (CEO) and AMSA Foundation CEO. Directors are not allowed to act independently or speak on behalf of the organization, unless authorized by the Board.

The Board is comprised of:

- Three voting members of the Board of Trustees of the American Medical Student Association, one of whom shall be elected by the Board of Trustees of AMSA and two of whom will be held by the AMSA President and President Elect, elected each year by majority each year at the first meeting of the Board of Trustees for a term of one year.
- Eight additional individuals, five of whom are AMSA alumni physicians and three of whom can be non-AMSA alumni physicians or other professionals.
- The AMSA and AMSAF Chief Executive Officer will serve as an ex-officio member of said Board.

Directors will serve a three-year term and may be re-elected for one additional three-year term. A director may serve no more than six consecutive years (or two terms) on the board. A former board member may rejoin the board after a one-year hiatus.

Members of the Board of the Directors of the American Medical Student Association Foundation (AMSAF) will have as the following their roles and responsibilities:

- To assess, define and promote the mission and goals of AMSAF.
- To act as stewards to secure the future of research and education in AMSA by working to build a strong and fiscally sound organization.
- To determine policies and procedures that support the ideals of the foundation articulated above.
- To make or raise a contribution to the best of their ability.
- With the help and support of staff; identify, cultivate, solicit and close gifts from corporate, foundation and individual donor prospects.
- To support new and diverse initiatives in fundraising, for example, participating in a planned giving program.
- To act as an ambassador of the Foundation in public and private life.

- To nominate new members based on their ability to give and get gifts to support the AMSAF mission.
- To maintain the highest standards of independence and ethics in relationships with funding partners.

Individuals with serious conflicts of interest that would impair the mission or reputation of the AMSA Foundation should not serve. Conversely, all Directors should be transparent about potential dualities of interest related to other roles and recuse themselves from discussions and decisions where such dualities are present.

In addition, all Directors will be expected to follow the organization's bylaws and policies; sign an annual Conflict-of-Interest Disclosure and update it during the year, if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meetings; and maintain confidentiality about all internal matters of AMSA.

## **AMSAF Board of Directors Policies**

### **Roles and Responsibilities**

Members of the Board of the Directors of the American Medical Student Association Foundation (AMSAF) will have as the following their roles and responsibilities:

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- To nominate new members based on their ability to give and get gifts to support the AMSAF mission.
- To maintain the highest standards of independence and ethics in relationships with funding partners.

### **Confidentiality**

As a member of the Board of Directors, I recognize that I owe a fiduciary duty of care to the AMSAF. This includes a duty of confidentiality. All information and documentation that I receive from the AMSAF and others in connection with my service on the Board will be treated with strict confidentiality. Neither the contents nor the existence of information or documentation will be shared with anyone other than the officers, directors, employees, and attorneys of the AMSAF. At times, outside expertise will be deemed helpful to board deliberations. In such situations, I will direct any questions regarding my confidentiality obligations to the AMSAF Chief Executive Officer or Chair.

### **Conflicts of Interest**

As a member of the Board, I recognize that I owe a fiduciary duty of loyalty to the AMSAF. This duty requires me to avoid conflicts of interest and to act at all times in the best interests of the AMSAF. The purpose of the conflict of interest policy (set forth below) is to help inform the Board about what constitutes a conflict of interest, assist the Board in identifying and disclosing actual and potential conflicts, help ensure the avoidance of conflicts of interest where necessary, and protect the AMSAF's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations. This policy may be enforced as described below:

- (1) Board members have a fiduciary duty to conduct themselves without conflict to the interests of the AMSAF. In their capacity as Board members, they must subordinate personal, family, individual business, third-party, and other interests to the welfare and best interests of the AMSAF.
- (2) A conflict of interest is a transaction or relationship which presents or may present a conflict between a Board member's obligations to the AMSAF and the Board member's personal, family, business or other interests. An Interest is defined as one or more of the following interests, arising directly or indirectly:
  - a. An ownership or investment interest in any entity (other than a 5% or less ownership in a publicly-traded corporation) with which the AMSAF has a transaction or arrangement;

- b. A compensation arrangement with the AMSAF or with any entity or individual with which the AMSAF has a transaction or arrangement;
  - c. A position in a public office or institution, whether appointed, elected or employed, which will require participation in matters involving the AMSAF;
  - d. A position as an uncompensated consultant, officer, committee member or board member of any entity with which the AMSAF has a transaction or arrangement; or
  - e. Any other interest which may compete with or conflict with the interests of the AMSAF.
- (3) A family member is defined as spouse, domestic partner, co-habitant, child (including adopted, in-laws and step or half), grandchild (including adopted, in-laws and step or half), sibling (including in-laws and step or half); or any other member of the household whether or not related by blood or marriage.
- (4) All conflicts of interest are not necessarily prohibited or harmful to AMSAF. However, full disclosure of all actual and potential conflicts, and a determination by the disinterested Board members – with the interested Board member(s) recused from participating in debates and voting on the matter – are required.
- (5) All actual and potential conflicts of interests shall be disclosed by Board members to the existing AMSAF Board through the annual disclosure form and/or whenever a conflict arises. The disinterested members of the AMSAF Board shall make a determination as to whether a conflict exists and what subsequent action is appropriate (if any). The Board shall make any such determination and action. The Board shall retain the right to modify or reverse such determination and action, and shall retain the ultimate enforcement authority with respect to the interpretation and application of this policy.
- (6) On an annual basis, all Board members shall be provided with a copy of this policy and required to complete and sign the acknowledgment and disclosure form below. All completed forms shall be provided to and reviewed by the AMSAF Board, as well as all other conflict information, if any, provided by Board members.

### **Financial Contributions**

Because board service implies a commitment of the board member's skills, time, talent and treasure, it is accepted that all board members will make financial contributions to the American Medical Student Association Foundation. Furthermore, board members have a fiduciary responsibility to the organization, including fundraising, and recognizing that major funding sources take the board's financial contribution into account when assessing our organization as a potential beneficiary, the members of the board commit to achieving 100% compliance with this policy every year.

*Accordingly,*

All board members will make every effort to meet the minimum amount of annual financial contribution. This minimum contribution will be set each year during review and approval of the upcoming fiscal year budget.

- (1) Contributions may be made from the board member's private resources, or may be raised in any manner that does not conflict with Executive Limitations or otherwise compromise the organization. Examples of ways to satisfy this requirement include:
  - a. Direct contribution
  - b. Solicitation from personal contacts
  - c. Brokered solicitation of a personal contact by another AMSAF board member or staff member
  - d. Hosting a local fundraiser (with staff support)
- (2) Contributions may be scheduled in a series of smaller gifts or payments.
- (3) In the case of financial hardship, a board member who is unable to meet the minimum requirement may contribute to the best of his or her ability with the approval of the Board Chair.

## Political, Partisan, and Election Activity

The American Medical Student Association Foundation (AMSAF) is a 501(c)(3) organization. By law, none of its staff time or resources can be used for partisan political purposes—that is, to support or oppose any candidate running for public office. This is a strict prohibition and any perceived violation could result in a costly investigation by the public, media and/or IRS, and possibly the loss of our tax-exempt status. Examples of activities to avoid include:

- Making statements that favor or oppose candidates or political parties at any AMSAF event or meeting or in any AMSAF official publication, including the website.
- Posting comments that favor or oppose candidates or political parties on any AMSAF social media, including our blogs, Facebook pages, Twitter accounts (including staff accounts that are associated with AMSAF), etc.
- Allowing a candidate, political party, PAC or any group working in a partisan political way to use our office space without charge.
- Giving a candidate's political party, PAC or any group working in a partisan political way any AMSAF mailing list.
- Forwarding an email from a candidate, political party, PAC or any partisan political group that came to your AMSAF email account. Do not use your AMSAF email address to subscribe to candidate or political material. If you inadvertently get candidate or political emails at work, delete them and unsubscribe your AMSAF email address from the email list.
- Making statements or handing out literature supportive or critical of a candidate, political party or PAC at an AMSAF event.
- Using the copier or postage machine to make copies of campaign materials or to mail them.
- Making or receiving telephone calls in support or opposition of a candidate using AMSAF's phones. If you receive such calls at work, advise the caller to call you at home or on your cell phone in the evening or on the weekend.
- Wearing political buttons or t-shirts while representing AMSAF at any event or meeting or in the office.
- Putting partisan political signs, bumper stickers or political buttons up in your AMSAF office area or office window.
- Paying for or attending political events hosted by political parties, campaigns, or other entities in your capacity as an AMSAF Board member.

Note: These organizational prohibitions do not inhibit your individual participation in election activities, provided you do not use any AMSAF resources to act or represent that you are acting as an employee, volunteer, officer or Board member of AMSAF. Examples of the type of individual election activities you may participate in include voting, making financial contributions to candidates, volunteering for a candidate on your own time (weekends or evenings), or running for office.

*By my signature, I acknowledge that I have read, understand, and agree to the roles and responsibilities, confidentiality, conflicts of interest, financial contribution, and political activity policies and procedures as defined in this document.*

Name (please print/type): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
AMSAF Board Position

\_\_\_\_\_



**AMSAF Board of Directors Members**  
**Conflicts of Interest Acknowledgment and Disclosure Requirement**

I have read the American Medical Student Association Foundation (AMSAF) confidentiality and conflicts of interest policy for Board Members and agree to comply fully with its terms and conditions at all times during my service with the AMSAF. If at any time following the submission of this form I become aware of any actual or potential conflicts of interest, or if the information provided below becomes inaccurate or incomplete, I will promptly notify the AMSAF Chief Executive Officer in writing.

**Disclosure of Actual or Potential Conflicts of Interest:**

Please complete all of the following that apply and attach additional pages if necessary.

1. Do you or a family member hold or plan to hold a material financial interest or stock in any business that furnishes goods or services or plans to furnish goods or services to the AMSAF? Please describe.  

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2. Do you or your family hold or plan to hold a material financial interest or stock in any health care business or health care facility, including a private practice? Please describe.  

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3. Do you or a member of your family receive research or other funding from a pharmaceutical, medical device, biotechnology, or health insurance company? Please describe.  

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4. Are you or a family member a Trustee, Director, Officer, Council member, Committee member, Board member, employee or consultant for any health care business, advocacy organization, health organization, pharmaceutical company, medical device manufacturer, nonprofit organization fully or partially funded by a pharmaceutical, biotechnology, or medical device company, health related professional society, or any non-health care business that does or does not do business with or furnishes services to the AMSAF? Please describe.  

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5. Are you involved in or do you plan to become involved in public representation, advocacy or lobbying on behalf of any organization? Please describe.  

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6. Do you hold or intend to seek within the next 12 months any public office, elected or appointed? Please describe.  

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7. Are you involved in any other personal relationship, activity or interest which may raise a conflict of interest or impair your objectivity on AMSAF policies or issues? Please describe.

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Name (please print/type): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
AMSAF Board Position

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