

Constitution of the Cardiothoracic Surgery Interest Group

Article I: Establishment

Section 1: The name of this organization shall be the Cardiothoracic Surgery Interest Group of the Ohio State University College of Medicine, hereafter referred to as CSIG.

Article II: Purpose & Preamble

Section 1: The purpose of the organization shall be to help medical students interested in cardiothoracic surgery to learn more about all aspects of cardiothoracic surgery. This group will specifically focus to:

- a. Provide career information, research, preparing for match, and building cardiothoracic surgery contacts.
- b. Serve to help student-to-student mentoring and will provide a forum for topics related to cardiothoracic surgery.

Article III: Membership

Section 1: Active membership: OSUCOM students will become active members of the group upon request and providing an email address for contact regarding group meetings and events.

Section 2: Membership shall be open to all duly enrolled OSUCOM students. Membership and activities are open to all currently enrolled students regardless of race, color, creed, sex, sexual orientation, age, national origin, and disability.

Article IV: Meetings

Section 1: Meetings will be once a month in the starting with the beginning of the school year until February.

Article V: Committees

Section 1: The CSIG may organize committees to serve special purposes. Said committees may be created and a leader designated by a majority vote of the members who are attending the meeting.

Article VI: Officers

Section 1: The officers of this organization shall consist of:

- a. President
- b. Vice President
- c. Treasurer

Section 2: Adding or deleting permanent offices must occur through amendment of the constitution.

Section 3: Adding or deleting temporary offices will be made the decision of the Executive Board. This process is described in the bylaws of the CSIG.

Section 4: Officers of this organization must be chosen in an election format open to all current members. Every effort will be made to notify all members of said election and, further, reasonably accommodate the needs of all members desiring to participate.

Section 5: Applications will be open to all members interested and will be reviewed by members of the executive board at the end of the school year.

- a. All positions will be held for a term of 1 year, and are decided upon by the executive board.
- b. Members will send in applications to the executive board to be reviewed. Applicants will be notified of their status in the following month.
- c. If any office is unfilled after the election it will be at the discretion of the executive board to share responsibility of position or have another election for the unfilled position.

Section 6: Officers must meet minimum eligibility requirements, good academic standing, and must not be on student conduct disciplinary or honor code probation.

Article VII: Advisor

Section 1: A qualified OSUMC faculty or staff member must be selected the membership as an advisor.

Article VIII: Finances

Section 1: Paying dues is not a mandatory requirement to be considered a member of this organization.

Article IX: Anti-Hazing

Section 1: Hazing is strictly prohibited. Hazing is defined as any willful act, occurring on or off the campus of an educational institution, directed against a student or a prospective member of an organization operating under the sanction of an educational institution, that recklessly endangers the mental or physical health or safety of a student or prospective member for the purpose of initiation or admission into or continued membership in any such organization. Acts of hazing include, but are not limited to:

- a. Any activity that recklessly endangers the physical health or safety of the student or prospective member, including but not limited to physical brutality, whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance.
- b. Any activity that endangers the mental health of the student or prospective member, including but not limited to sleep deprivation, physical confinement, or other extreme stress inducing activity.
- c. Any activity that requires the student or prospective member to perform a duty or task which involves a violation of the criminal laws of this state or any political subdivision in this state.

Article X: Amendments

Section 1: Amending the constitution may be initiated by majority votes of active members at meeting or majority vote of Executive Board.

Section 2: Discussion of the proposed amendment shall take place at a general meeting

Section 3: Announcement of meeting should include that an amendments will be discussed.

Section 4: A 2/3 vote of active members at meeting shall be required to change the constitution. Active members who are not at the meeting are allowed to email votes to secretary prior to meeting.

Article XI: Bylaws

Bylaw 1: Enactment of the Bylaws CSIG shall have the right to enact bylaws for its governance. Said bylaws shall be enacted by one-half (1/2) vote of the organization's membership at meeting and shall be amended only by a favorable two-thirds (2/3) vote of the organization membership at meeting.

Bylaw 2: Duties of Officers

- a. President:** The Office of President shall open all meetings and call meetings to order. The President shall determine the agenda, both new business to be discussed or old business to be revisited. The President shall be responsible for establishing guest speakers for presentations. The President shall act as the official liaison between CSIG and any other organization or association. The President shall adjourn all meetings. Attend a OSU Office of Student Life training meeting.

- b. **Vice President:** The Office of the Vice President shall assume all responsibilities of the President in the absence of the President. The Vice President shall also assume the title of President in the event that the President resigns or is found by a majority of the membership unable to fulfill the duties of President. The Vice President shall additionally aid the President in recruiting guest speakers and aid the President in any other task requested by the President.
- c. **Treasurer:** The Office of Treasurer shall be responsible for all CSIG expenditures and monies received by depositing monies or writing checks in accordance with CSIG. The Treasurer shall keep a record of the accounts of the organization. The treasurer shall be responsible for proposing and organizing fundraising activities. The treasurer will also be responsible for formal attendance at the monthly

Bylaw 3: Meeting Schedule

- a. Meetings will occur at least once every other month until February at the medical school. The specific dates will vary with availability of officers, members, and faculty. Official meeting dates will be announced at least one week in advance through email correspondence by the President.