***Constitution of the Cardiothoracic Surgery Interest Group***

## Article I: Establishment

**Section 1:** The name of this organization shall be the CardiothoracicSurgery 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 medicalstudents interested in cardiothoracic surgery to learn more about all aspects of cardiothoracic surgery. This group will specifically focus to:

1. Provide career information, research, preparing for match, and building cardiothoracic surgery contacts.

1. 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 activemembers 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 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 basis in accordance with these guidelines.

**Section 3 MEMBER REMOVAL:** Members must meet minimum eligibility requirements, good academic standing, and must not be on student conduct disciplinary or honor code probation. If these standards are not met, then this is cause for member removal.

## 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 specialpurposes. 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:

1. President
2. Vice President
3. Treasurer

**Section 2:** Adding or deleting permanent offices must occur throughamendment of the constitution.

**Section 3:** Adding or deleting temporary offices will be made thedecision 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 electionformat 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.

1. All positions will be held for a term of 1 year, and are decided upon by the executive board.
2. Members will send in applications to the executive board to be reviewed. Applicants will be notified of

their status in the following month.

1. 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 OFFICER REMOVAL:** Officers must meet minimum eligibility requirements,good academic standing, and must not be on student conduct disciplinary or honor code probation. If these standards are not met, then this is cause for officer removal.

## Article VII: Advisor

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

## Article VIII: Finances

**Section 1:** Paying dues is not a mandatory requirement to beconsidered 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:

1. 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.

1. 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.

1. 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: Added nondiscrimination policy of the organization:

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**Section 1:** 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.

## Article XI: Amendments

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

**Section 2:** Discussion of the proposed amendment shall take place at ageneral meeting

**Section 3:** Announcement of meeting should include that anamendments will be discussed.

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

## Article XII: Bylaws

**Bylaw 1:** Enactment of the Bylaws CSIG shall have the right to enactbylaws 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

1. **President:** The Office of President shall open all meetings andcall 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.
2. **Vice President:** The Office of the Vice President shall assume allresponsibilities 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 allCSIG 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.