**Constitution**

Anesthesiology Interest Group at The Ohio State University

**Article I. Name**

This organization shall be known as the Anesthesiology Interest Group at The Ohio State University, hereinafter called the “AIG”.

**Article II. Objectives**

2.1 The object of the AIG shall be to increase the opportunities for students at The Ohio State University to better learn about and prepare for a career in the field of anesthesiology.

2.2 The AIG shall promote individual membership in the American Society of Anesthesiologists and Ohio Society of Anesthesiologists by acquainting the student body with the ideas, purposes, and objectives of these two organizations.

**Article III. Membership**

3.l. Although this organization is primarily intended for pre-medical and medical students, any registered Ohio State University student is eligible for membership in the AIG.

3.2. All members of the student AIG are subject to the Constitution and Bylaws of the AIG.

3.3 Should an organization member conduct themselves in a manner harmful to the aims and objectives of the AIG, that member may be officially removed via a majority officer vote in combination with advisor approval.

**Article IV. Student Council**

The AIG is classified as a professional organization and is to be registered with the appropriate University Student Council. The AIG is directly represented in the Student Council and Council decisions shall be binding upon this organization as long as they are not in any way conflicting with the AIG Constitution and Bylaws.

**Article V. Officers**

5.l. The officers of the AIG shall be President (or co-presidents), Vice President, Secretary, and Treasurer.

5.2. The officers of the AIG shall be elected in the manner prescribed by the Bylaws of the AIG. They shall hold office for a period of one year, if possible.

5.3 Should an officer of the organization conduct themselves in a manner harmful to the aims and objectives of the AIG, that officer may lose both their position of leadership and their organizational member status via a majority vote of the other officers in addition to advisor approval.

**Article VI. Constitution**

This Constitution may be amended by a three-fourths vote of the members present at any regular or special meeting, provided that written notice of the amendments have been distributed by email at least 5 days prior to the date of the meeting.

**Bylaws**

**Article I. Dues**

l.l. There are no membership dues to join the AIG.

l.2. Membership dues required to join the American Society of Anesthesiologists and the Ohio Society of Anesthesiologists will be determined by those organizations.

**Article II. Nominations**

Prior to the end of the academic year, a solicitation email for officer applications will be sent to all medical students allowing them to apply for the candidacy of any officer positions in the AIG.

**Article III. Elections**

3.l. Elections for the coming school year shall be held no earlier than April 1 and no later than June 30.

3.2. New officers shall take office immediately and continue until the elections are held the following year.

3.3. Special meetings may be called to elect new officers to fill any vacancies which may occur.

3.4. Members unable to attend election meetings can vote by email.

3.5. A majority vote of all members casting votes shall be necessary to elect an officer.

3.6. Impeachment of any officer may be accomplished only upon presentation of just and reasonable cause for such action to the Faculty Advisor of the AIG and, upon the Faculty Advisor’s approval, with a two-thirds vote of all members of the AIG.

**Article IV. Meetings**

4.l. The AIG shall hold meetings and activities as often as possible during the school year, with the exact dates determined by the officers.

4.2. Notice of all meetings shall be distributed by email to all medical students, and may be further publicized in any manner deemed necessary and proper.

**Article V. Programs**

5.l. Regular meetings shall include skills workshops, panel discussions, lectures, and student presentations devoted primarily to Anesthesiology.

5.2. Shadowing opportunities will be provided for interested students throughout the year, to the extent possible.

5.3. Social functions may also be scheduled in addition to regular meetings.

**Article VI. Duties of Officers**

6.l. The President (or co-presidents), as Chief Executive of the organization, shall supervise the organization’s affairs and activities. The President (or co-presidents) is the executive administrative, presiding and reporting officer. The President shall be responsible for public relations, publicity, and promotion of the organization’s activities. The President (or co-presidents) will work with the Faculty Advisor and perform any official communications with the American Society of Anesthesiologists or Ohio Society of Anesthesiologists offices.

6.2. The Vice President, who shall preside at meetings in the absence of the President, shall also supervise membership promotion. The Vice President’s primary responsibility will be program planning and execution.

6.3. The Secretary shall be responsible for ensuring that notices of all meetings and activities are distributed. The Secretary shall keep a permanent record (minutes) of such meetings. The Secretary shall be responsible for maintaining a current roster of members and for timely communications with AIG members. The Secretary will be responsible for maintaining the AIG bulletin board.

6.4. The Treasurer shall be responsible for the financial records of the organization, for the disbursement of funds at the direction of the officers and membership, and for reporting in detail when requested by the membership. Income will be received through income producing functions approved by the officers and membership.

**Article VII. Awards Program**

7.1. The AIG shall encourage its qualified members to apply for any awards or honors sponsored by the American Society of Anesthesiologists and the Ohio Society of Anesthesiologists.

7.2. The AIG officers may decide to bestow awards on AIG members for outstanding service to the group.

**Article VIII. Committees**

8.l. There shall be two standing committees: Shadowing and Activities.

8.2. The committees shall consist of a chair (or co-chairs) and up to five members of the AIG.

8.3. The President (or co-presidents) shall appoint the committee chairs and oversee the committees.

8.4. The Vice President shall serve as a member of all committees and work with the chairs.

8.5. The President shall determine and appoint any additional committees deemed necessary and proper to fulfill the objectives of the organization.

**Article IX. Rules of Order**

*Robert’s Rules of Order, Revised,* shall govern the proceedings of all meetings for the organization and its committees.

**Article X. Faculty Advisor**

l0.l. The Faculty Advisor shall be appointed annually by the AIG officers and members.
l0.2. The Faculty Advisor must be an faculty member at the Ohio State University.

**Article XI. Amendment**

These Bylaws may be amended by a three-fourths vote of the members present at any regular or special meeting, provided written notice of the proposed amendment has been distributed by email at least 5 days prior to the meeting.