

RADIOLOGY INTEREST GROUP CONSTITUTION

Article I

Name

The name of this organization shall be Radiology Interest Group, which will be referred to as RIG.

Article II

Purpose

Section 1. Aims

The aims of the RIG are to:

1. Educate the students who are interested in the field of Radiology of the nature of the work, the responsibilities of a Radiologist, and the specialty options within the field. Additionally, the group shall provide instruction to medical students on how to appropriately read radiographs.
2. Facilitate meetings to make students aware of Radiology related events and developments in the field. These meetings can serve the purpose of helping students who show an interest in the field of Radiology to have contact with the department and exposure to the field earlier in their education.
3. Connect students interested in the field with students who have either matched or are now residents for the purpose of aiding students in the process of navigating the match and increasing their chances of matching.

Section 2. Accountability

The RIG shall operate within the policies of School of Medicine and University at Loma Linda as set forth in the Student Handbook and other statements or policies and procedures adopted by the School and/or University. The Assistant Dean for Career Advisement is the official liaison between the Deans' Office and all School of Medicine Specialty Interest Groups.

Article III

Membership

Membership is open to all Loma Linda University School of Medicine students, faculty, and alumni. Meetings are open to any members and their guests.

Article IV

Organization

Section 1. Qualifications for Office.

Each officer must be a student of the Loma Linda School of Medicine in good standing.

Section 2. Governing Committee

The governing committee shall include the following officers. If there are not enough willing students to hold the following offices, the remaining officers shall resume the roles that are not accounted for. For example, if the office of the Treasurer is not filled, the Secretary shall assume that role as well as the Secretary's role. In the event that the RIG is inactive at any time during an academic year and needs to be reinstated, such that officers did not elect new officers at the end of their year of service and therefore no current officers exist, students involved in reinstating the RIG shall be part of a group entitled "founding members." The founding members shall have the responsibility of updating this document as well as assuming officer roles and reconnecting with the faculty and department sponsors.

- a) President: the President shall oversee and direct the general business of the RIG, represent the RIG at meetings of the general student senate, and assume communication with sponsors, advisors, and the Deans' Office.
- b) Vice President: the Vice President shall assist the president the President in the general business of the RIG and shall assume the role of the President in the event of the President's absence.
- c) Secretary: the Secretary shall keep minutes of all RIG meetings and distribute minutes to other officers.
- d) Treasurer: the Treasurer shall maintain financial records, and oversee fundraising efforts of the RIG.
- e) Research coordinator: the Research coordinator will keep in contact with the radiology department in order to provide opportunities for RIG members to partake in research projects.
- f) Shadowing coordinator: the Shadowing coordinator will keep in contact with the program coordinator to receive permission for shadowing as well as obtain monthly call schedules.
- g) Class representatives: the Class representative shall inform their respective classes about upcoming events and promote these events to their class members

Section 3. Sponsor

The RIG shall be sponsored by the Radiology Department. One or more faculty advisor(s) shall be appointed by the Department Chair and the Deans' Office.

Article V

Elections

Section 1. Procedures

The term of office shall be one academic year. RIG elections shall be held during the spring quarter of the academic year. Nominations will be accepted at the election meeting, and voting will be by secret ballot of the members present. A simple majority of votes cast will determine the winner of each position. Vacant officer posts shall be filled at the discretion of the President. In special cases, with prior approval of the assistant dean for career advisement and/or the faculty advisor, voting may be done online.

As stated under Article IV, Section 2: In the event that the RIG is inactive at any time during an academic year and needs to be reinstated, such that officers did not elect new officers at the end of their year of service and therefore no current officers exist, students involved in reinstating the RIG shall be part of a group entitled "founding members."

Section 2. Notification

Within two weeks after elections, the President-elect shall file an updated list of officers with the OFFCIE of the Assistant Dean for Career Advisement.