

Loma Linda University Surgery Interest Group Constitution

Article I – Name

The name of this organization shall be the Surgery Interest Group of Loma Linda University School of Medicine.

Article II – Purpose

Section 1: Aims

The aims of the Surgery Interest Group are to:

1. Educate students about the field of surgery and the subspecialties of surgery.
2. Connect students, residents, and faculty for the purpose of supporting students in pursuit of a career in surgery and the subspecialties of surgery.
3. Recruit students to the Surgery Interest Group and to encourage students to investigate and pursue a career in the field of surgery and the subspecialties of surgery.
4. Foster a broad student interest in surgery by providing professional, program, and service opportunities.
5. Assist students in developing skills and leadership in their pursuit of a career in surgery.

Section 2: Accountability

The Surgery Interest Group shall operate within the policies of the School of Medicine and Loma Linda University as set forth in the Student Handbook and other statements of policy and procedure adopted by the School and/or University. The Assistant Dean for Career Advisement is the official liaison between the Dean's Office and the Surgery Interest Group.

Article III – Membership

Section 1:

Any regularly enrolled student in good academic standing at Loma Linda University School of Medicine may become a member of the Surgery Interest Group with voting and office-holding privileges.

Section 2:

This organization does not charge regular dues; however, each member may be asked to contribute towards member events and to participate in fundraising activities. This decision is to be determined by the Surgery Interest Group President and sponsor.

Article IV – Governing Committee of Executive Officers

The Executive Officers of the Surgery Interest Group shall be as follows: President (position filled by an MS2), Resource Coordinator, MS2 Class Representatives (maximum of 2), and MS1 Class Representatives (maximum of 2). The aforementioned officers shall constitute the Governing Committee of Executive Officers.

Article V – Duties of the Governing Committee of Executive Officers

President - The President is in charge of overseeing and directing the general functions of the Surgery Interest Group, coordinating the Surgery Interest Group meetings, scheduling physicians from the various subspecialties of surgery to speak at meetings, planning and organizing publicity for activities and special events, leading and supporting the other Surgery Interest Group officers, representing the Surgery Interest Group at all times, and acting as a liaison between the Surgery departments, sponsors, and guest speakers and the School of Medicine.

Resource Coordinator – The Resource Coordinator is in charge of managing the budget along with the President and the Surgery Interest Group sponsor. Other duties involve ensuring meetings are properly supplied with food and beverages, equipment needed for presentations, and other items as necessary. A major task of the Resource Coordinator is to help the President coordinate a fundraising event to provide the necessary funds for the group.

MS1 and MS2 Class Representatives – The Class Representatives must attend all Surgery Interest Group meetings and events, provide support for the other officers during meetings and events, represent the MS1 and MS2 students in scheduling and ideas for group enhancement, and make announcements regarding upcoming meetings and events to the MS1 and MS2 classes.

Article VI – Elections

Section 1: Procedures

The terms of office for each position shall be one academic year. Surgery Interest Group elections shall be held during the spring quarter of each academic year. Voting shall take place at an election meeting, with interested candidates giving a short speech on why they wish to hold an available position. Nominations will also be accepted at the election meeting, and voting will be by secret ballot of the members present. The student body will be notified in advance that the election meeting will be held, with at least one week of notice being given. A simple majority of votes cast will determine the winner of each position. Vacant officer positions 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.

Voting for the MS1 Class Representative positions shall be done during the summer quarter of the beginning academic year. The President will announce the availability of these 2

officer positions during this time. Adequate time will be allotted for platforms to be submitted and majority vote will determine appointment to these positions.

Section 2: Notification

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

Article VII – Amendments

Amendments to this Constitution may be proposed to the voting members by majority vote of the Governing Committee of Executive Officers or by petition signed by 1/2 of the voting membership. Amendments shall be declared adopted which are presented at 2 general meetings and receive a 2/3 favorable vote at both meetings by the regular members present. All amendments must receive final approval from the LLU Student Affairs Committee to be effective.

Article VIII – Faculty Advisor/Sponsor

The Surgery Interest Group will have a faculty advisor who must be from LLU faculty, staff, or administration. The advisor must sign or co-sign all withdrawals from LLU accounts. It is the responsibility of the advisor to assure that all Surgery Interest Group activities are consistent with Loma Linda University values and principles.

Article IX – Meetings

Regular meetings are held 2-3 times per quarter during the academic year. This organization is not ordinarily active over the summer months, unless special activities or programs are arranged. Special meetings may be called by the President and/or faculty advisor when necessary.

Article X – Club Activities

All activities must comply with the Loma Linda University policies and values as stated in the LLU Student Handbook.