

**THE MEDICAL STUDENT SECTION  
OF THE  
MEDICAL SOCIETY OF THE STATE OF NEW YORK**

**-BYLAWS-**

**Adopted April 10, 1988**

**ARTICLE I -- NAME**

The name of this organization shall be The Medical Student Section of the Medical Society of the State of New York (MSSNY-MSS).

**ARTICLE II -- PURPOSE/OBJECTIVES**

The purpose and objectives of the Medical Student Section shall be:

- To encourage and support the active participation of medical students in the Medical Society of the State of New York and the American Medical Association;
- To provide a forum for and a representation of student opinions and ideas in state and national levels of organized medicine;
- To promote and maintain programs which improve health care in the community;
- To promote and develop leadership in the medical community;
- To promote the further enhancement of medical education;
- To honor the academic tradition of medicine and affirm the sound and ethical responsibilities of the medical profession; and,
- To periodically reevaluate the above objectives and ensure that they are carried out in a proper fashion.

**ARTICLE III -- ORGANIZATION**

**Section 1 Membership**

The Medical Student Section shall be composed of student members of the MSSNY. Eligible for membership are students currently enrolled in accredited schools of allopathic or osteopathic medicine (henceforth referred to as schools of medicine) in the State of New York and all medical students with permanent residence in the State of New York. The conduct, rights, and privileges of student membership shall be governed by the Bylaws of the MSSNY.

Student membership dues shall be levied annually at the discretion of the MSSNY House of Delegates. Dues payments shall be required as a contingency for student membership in good standing. The collection of dues shall be in accordance with the Bylaws of the MSSNY.

**Section 2 Representative Assembly**

The Medical Student Section shall be governed by the Representative Assembly to be composed of a Student Delegate and Alternate Delegate from each of the approved schools of medicine in the State of New York.

A Student Delegate and Alternate Delegate shall be elected from among the Medical Student Section members at each respective school of medicine according to the rules and customs at said school.

Only Student Delegates and Alternates shall be privileged to vote during sessions of the Representative Assembly. Delegates and Alternates shall cast one vote each. The Student Delegate from each school of medicine shall attend all regular business sessions of the Representative Assembly and shall report back to his/her respective student constituents the activities of the Representative Assembly.

In the absence of the Student Delegate, the Alternate Student Delegate shall assume all duties of the Student Delegate from his/her respective school of medicine.

A quorum of the Representative Assembly shall be defined as attendance by Student Delegates and/or Alternates from 50% or more of the accredited active schools of medicine in New York State.

The Chair of the MSSNY-MSS upon the concurrence of the majority of the MSSNY-MSS Governing Council, may declare inactive, for the purposes of quorum only, any school of medicine that has failed to attend the last 4 (four) consecutive meetings of the MSSNY-MSS. A meeting of the MSSNY-MSS for this purpose includes those meetings which take place as part of the national AMA MSS meeting. A school of medicine shall resume its active status automatically upon sending a representative to any subsequent meeting of the MSSNY-MSS.

The Representative Assembly at its sessions shall address proposed resolutions to be submitted on behalf of the Medical Student Section to the MSSNY House of Delegates or to the American Medical Association Medical Student Section Assembly, elect Officers of the Medical Student Section, consider action to be taken on reports and recommendations received from the Officers of the Medical Student Section, from the standing committees of the Medical Student Section, from Student Delegates or Alternates, and from others as designated, and shall conduct any other business of the Medical Student Section as appropriate.

The deliberations of the Representative Assembly shall be conducted in accordance with Sturgis Code of Parliamentary Procedure, until such time as a new code is approved by a two-thirds vote of the assembly.

The Representative Assembly shall have the authority to meet as often as deemed appropriate, but at least twice annually, once in the Fall and once in the Spring, prior to the annual session of the MSSNY-House of Delegates, at a time and place approved by the Governing Council of the Medical Student Section.

All meetings of the Representative Assembly shall be open to all medical students eligible for membership in the Medical Student Section unless designated otherwise.

If deemed necessary for secure information, the Chair may call for an executive session which shall be open only to officers, delegates and alternate delegates. The Chair may return to open session when deemed appropriate.

### **Section 3 Standing Committees**

A committee shall be designated a standing committee if it meets the following criteria:

1. Has a counterpart in the national leadership structure; and
2. Has designated duties that need to be carried out each year.

The following shall be the standing committees of the Medical Student Section:

- The Committee on Membership
- The Committee on Legislative Affairs
- The Committee on Programming

A standing committee of the Medical Student Section shall be composed of the committee chairperson and ad hoc members appointed by the Governing Council from among interested members of the Medical Student Section.

A committee chairperson shall brief the Governing Council and communicate the work of the committee to the Representative Assembly. Each committee chair is required to submit a report of the committee's activities twice annually no later than 10 days before each fall and spring meeting of the MSSNY-MSS assembly. In association with the Secretary, the committee chairperson shall regularly communicate the work of the committee to the membership of the Medical Student Section.

The Chair of each standing committee shall be elected at each spring meeting of the Representative Assembly. A vacancy on any standing committee shall be filled by appointment of the Governing Council until such time as the vacancy can be filled by majority vote of the Representative Assembly. Removal from a standing committee prior to the expiration of a term shall be accomplished only by majority vote of the Representative Assembly.

*The Committee on Membership* shall have the following responsibilities:

Compile and submit to the Governing Council by July 1<sup>st</sup> of the year elected, a list of contact information of membership committee chairs for every MSSNY-MSS chapter;

Serve as the New York State liaison for the AMA-MSS At-Large Officer with regard to membership issues;

Solicit general medical student membership in accordance with membership eligibility criteria of the Medical Student Section of the Medical Society of the State of New York and of the American Medical Association-Medical Student Section;

Promote continued membership among current members of the Medical Student Section and Representative Assembly

Promote continued membership in the Medical Society of the State of New York upon graduation from degree-granting programs of approved schools of medicine in the State of New York;

Assist ad hoc members appointed to the committee by the Governing Council

*The Committee on Legislative Affairs* shall have the following responsibilities:

Compile and submit to the Governing Council by July 1<sup>st</sup> of the year elected, a list of contact information of legislative affairs committee chairs for every MSSNY-MSS chapter;

Serve as the New York State liaison to the AMA Student Representative to the Council on Legislation, as well as the appropriate national MSS committee and the Governing Council;

Keep the Medical Student Section membership and Representative Assembly aware of pending federal and state legislation which may affect the medical community;

Disseminate the response of the Medical Student Section to such legislation.

Promote participation of the Medical Student Section at Legislative Awareness Day in Albany, NY; and

Assist ad hoc members appointed to the committee by the Governing Council

*The Committee on Programming* shall have the following responsibilities:

There shall be one chair, serving a one year term who will be elected by the Assembly each year, and whose responsibilities shall be:

Develop a network of medical student members which may assist in the development of programs,

Implement educational and social programs,

Implement community service events which the MSSNY MSS can participate in

## **Article IV -- OFFICERS**

### **Section 1 Description**

Officers in the Medical Student Section shall be elected from among the Representative Assembly by majority vote of the Representative Assembly; no individual shall hold the same office for more than two consecutive terms, nor shall any one individual be elected for more than one office or standing committee at any given election, except for the positions of delegate and alternate delegate to the MSSNY and AMA House of Delegates. Any individual may be elected in absentia with his/her written consent.

Officers of the Medical Student Section shall serve for a term of one year.

Officers of the Medical Student Section shall be: The Chairperson, the Vice-Chairperson, the Secretary, the Student Councilor, the Medical Student Section Delegates who serve on the MSSNY delegation to the AMA, the Medical Student Section Delegates to the MSSNY-House of Delegates, and the Medical Student Section Alternate Delegates to the MSSNY-House of Delegates. The Past Chairperson shall be an ex-officio member of the Governing Council with voice but not vote.

An Officer of the Medical Student Section shall be recalled by a three-quarters vote of the Representative Assembly. Said individual shall be given thirty days written notice of the impeachment.

In the event of a vacancy due to resignation or recall of an Officer in the Medical Student Section, the position shall be filled provisionally by appointment of a Student Delegate by the Governing Council of the Medical Student Section until such time as the position can be filled by majority vote of the Representative Assembly. If the vacancy is in the office of the Chairperson, the Vice-Chairperson shall fill that position until such time as a new Chairperson can be elected.

## **Section 2 Duties of the Officers**

### *The Chairperson of the Medical Student Section:*

- Shall organize and preside over all meetings of the Representative Assembly and all meetings of the Governing Council of the Medical Student Section;
- Shall ensure that all mandates of the Representative Assembly are faithfully executed;
- Shall exercise authority relative to organizational and operational aspects of the Medical Student Section between scheduled sessions of the Representative Assembly; and
- Shall maintain proper communication between the Officers of the Medical Student Section, the Officers of the MSSNY and the Representative Assembly;
- Shall ensure that each approved school of medicine is represented in the Representative Assembly by a Student Delegate and an Alternate Delegate;
- Shall serve as liaison between the Medical Student Section and the Resident Section of the Medical Society of the State of New York, and between the MSS and the Young Physician Section of the MSSNY;

### *The Vice-Chairperson of the Medical Student Section:*

- Shall serve as Parliamentarian; and as such shall be responsible for the interpretation of Bylaws
- Shall work with the Chair of the MSS Membership Committee to recruit student members;
- Shall assist the Chairperson in his/her duties; and
- Shall, in the absence of the Chairperson, assume the duties of Chairperson of the Medical Student Section.

### *The Secretary of the Medical Student Section:*

- Shall oversee production of the minutes of all meetings of the Representative Assembly and dissemination of the minutes to the Student Delegates, Alternates and Officers;
- Shall record the minutes of the meetings of the Governing Council;
- Shall coordinate communications within the Representative Assembly;

### *The Student Councilor:*

- Shall attend the meetings of the MSSNY Council and there carry out the mandates of the Representative Assembly.
- Shall file reports with the Representative Assembly regarding the actions of the MSSNY Council.

### *The Medical Student Section Delegates on the MSSNY Delegation to the AMA-House of Delegates:*

- Shall be members in good standing of both MSSNY and the AMA as provided in MSSNY's Bylaws, Article IV, Section 2, Paragraph 5 and shall attend the annual and interim meetings of the AMA-House of Delegates as members of the MSSNY delegation to the AMA and there carry out the mandates of the Representative Assembly. The MSS delegates and alternate delegates will be required to submit a written summary of the AMA HOD relevant business to the GC no later than 30 days after the adjournment of the annual and interim meetings respectively.

*The Medical Student Section Delegates and Alternate Delegates to the MSSNY-House of Delegates:*

Shall attend the annual meeting of the MSSNY-House of Delegates and there carry out the mandates of the Representative Assembly. In the absence of a Medical Student Section Delegate, an alternate delegate shall assume the duties of the Medical Student Section Delegate to the MSSNY-House of Delegates. The MSS delegates and alternate delegates will be required to submit a summary of the MSSNY HOD relevant business to the GC no later than 30 days after the adjournment of the annual meeting.

**Section 3 Governing Council**

The Governing Council shall be composed of the Chairperson, the Vice-Chairperson, the Secretary of the Medical Student Section, and the Medical Student Councilor. No individual shall hold more than one position on the Governing Council.

The Governing Council shall convene at least once between each regularly scheduled session of the Representative Assembly.

The Governing Council shall formulate decisions related to the development, administration and implementation of Medical Student Section activities, programs, goals and objectives subject to approval by the Representative Assembly.

The Governing Council shall oversee the actions of and consider recommendations from the standing committees of the Medical Student Section.

The Governing Council shall have the ability to form and dissolve ad hoc committees as deemed appropriate.

**ARTICLE V -- MEDICAL STUDENT SECTION POLICY**

Resolutions, statements, actions, or any other undertaking pronouncing the support of the Medical Student Section of the Medical Society of the State of New York shall require an affirmative majority vote of the Representative Assembly. Such votes shall deem the aforementioned as policy of the Medical Student Section.

Amendments to proposed resolutions or statements require a simple majority vote of the Representative Assembly.

The policy of the Medical Student Section shall be amended by a majority affirmative vote of the Representative Assembly.

**ARTICLE VI -- MSSNY ADVISOR**

To assure communication and cooperation between the Medical Student Section and the MSSNY, the appointment of an Advisor shall be at the discretion of the MSS. The Medical Student Section shall reserve the right to re-evaluate periodically the contributions and activities of the Advisor, and request another should this be deemed necessary.

The Advisor shall serve to facilitate communication between the Representative Assembly and Officers of the Medical Student Section and the Officers of the MSSNY.

The Advisor shall be invited to attend sessions of, and speak to issues before, the Representative Assembly and the Governing Council of the Medical Student Section.

## **ARTICLE VII -- BYLAWS**

### **Section 1      Amendments**

These Bylaws of the Medical Student Section shall be amended by a two-thirds affirmative vote of the Representative Assembly provided that such amendment is not in conflict with the Bylaws of the Medical Society of the State of New York, and provided also that such amendment shall be read in open meeting of the Representative Assembly and shall have been sent by mail and/or electronic means to each Student Delegate, Alternate, and Officer at least ten days in advance of the session at which final action is to be taken.

### **Section 2      Implementation of Bylaws**

These Bylaws of the Medical Student Section shall become effective immediately following their date of adoption by an affirmative two thirds majority vote of the Student Delegates and Alternate Delegates from the approved schools of medicine in the State of New York.

All other Bylaws of the Medical Student Section heretofore adopted shall be and are hereby repealed.

Revision Dates:

4/14/19

9/29/07

9/15/01

11/30/00

2/28/98

2/28/93