

EMERGENCY MEDICINE STUDENT ASSOCIATION

Constitution

Article I - Organization Name

This organization shall be known as the Emergency Medical Student Association, hereafter referred to as EMSA.

Article II - Purpose

EMSA strives to educate current medical students about the residency possibilities, and practice of emergency medicine. All activities and functions of EMSA shall be legal under University, local, state, and federal laws.

Article III - Membership

Section 1: Membership

- (a) Membership is open to any FSU COM student interested in learning more about the exciting field of Emergency Medicine.
- (b) No hazing or discrimination will be used as a condition of membership in this organization
- (c) No university student may be denied membership on the basis of race, creed, religion, gender, age, sexual orientation, national origin, marital status, parental status, disability, or the inability to pay dues
- (d) Membership shall be open to FSU undergraduate students interested in learning more about Emergency Medicine
- (e) There are no further requirements for membership.

Section 2: Revocation of Membership

Membership may be revoked without mutual agreement for non-participation, misconduct, or violations of any provisions of the Constitution. The member will be notified in writing of the possible revocation at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal. Membership can only be revoked upon a 2/3 majority vote of eligible members. Revocation of membership will be valid for three (3) semesters.

Section 3: Appeal Process

Any student whose membership is revoked will have seven (7) calendar days to appeal the revocation. The appeal must be submitted in writing to the President and Secretary, and must include any relevant information that has not already been presented. The President will then submit the appeal to the Appeals Committee. This committee consists of 3 executive board members and 4 general members. This committee will then render a decision at the next general body meeting or in seven (7) calendar days, whichever occurs first.

Article IV - Officers

Section 1: Eligibility

All officers must be in good academic standing according the rules and regulations of the College of Medicine.

Section 2: Titles and Duties

The **President** shall:

- Supervise the activities of the organization.
- Preside over all meetings and call all meetings to order.
- Be one of three signers on financial documents.
- Ensure all officers are performing their duties as defined in this Constitution.
- Assign special projects to officers.

The **Vice President** shall:

- Assist the President in his/her duties
- Assumes the Presidents responsibilities in his/her absence.
- Keep accurate records of all meetings in the Secretary's absence.
- Assist in special projects as assigned by the President.

The **Secretary** shall:

- Notify members of meetings via e-mail and produce high quality electronic newsletter.
- Keep accurate records of all meetings.
- Maintain accurate list of members and their contact information.
- Maintain aesthetically pleasing and yet surprisingly informative bulletin board in the Lower Level near the CLC.
- Keep copy of constitution and have available for members
- Assist in special projects as assigned by the President.

The **Treasurer** shall:

- Keep an accurate account of all funds received and expended.
- Be one of three signers on financial documents.
- Be responsible for creating budget reports at the beginning of each Fall and Spring semester and as requested by the President, Vice President, and/or MSC Treasurer / President.
- Assist in special projects as assigned by the President.

The **MSC Rep** shall:

- Be responsible for attending all MSC Meetings and representing EMSA.
- Work with MSC on projects excluding the annual spring Cover the Uninsured event.
- Assist in special projects as assigned by the President.
- *This position shall be reserved for a first year student barring extenuating circumstance.*

The **Fundraising chair/ Cover the Uninsured event** shall:

- Work with MSC on the annual spring Cover the Uninsured event.
- Help coordinate fundraising events to raise money for EMSA
- Assist in special projects as assigned by the President.
- *This position shall be reserved for a first year student barring extenuating circumstance.*

Article V - Selection of Officers

- (a) All members of EMSA are eligible to vote for officers.
- (b) Officers shall be elected by a simple majority. Elections will take place in the late spring for all positions excepting those reserved for first year students. In the fall, there will be a second set of elections for those positions.
- (c) The term of office shall be until the next spring elections.
- (d) Officers positions shall only be held by COM students

Article VI—Officer Vacancies

Section 1: Removal of Officers

Any officer may be removed from office upon a 2/3 majority vote of eligible members. The officer will be notified in writing of the possible termination or removal at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal.

Section 2: Resignation

Officers no longer wishing to serve on the board must submit their resignation to the President at least two (2) weeks in advance. Prior to the officers final day he/she shall provide all documents relating to the organization and brief his/her replacement of current projects in his/her care.

Section 3: Filling Vacant Officer Positions

In the event an officer is removed or resigns, the nomination process as stated in Article V Section (a) will take place at the next scheduled meeting. The election process will take place as stated in Article V Section (c) at the next scheduled meeting following nomination. The newly elected officers term shall end at the annual election scheduled at the end of the Spring Semester.

Article VII – Advisor

Section 1: Nomination and Role

The advisor shall be selected by the officers of this organization and must be approved by a simple majority vote of eligible members. The advisor shall serve as a mentor to the organization providing guidance to the officers and members. The advisor has no voting rights. The advisor position has no term limit other than he/she must be a current FSU faculty or staff member.

Section 2: Removal and Replacement of Advisor

The advisor will be notified in writing of the possible removal at least 72 hours prior to the vote and will be allowed to address the organization in order to relate to members any relevant defense prior to the voting for removal. Upon a 2/3 majority vote of eligible

members the advisor will be removed from his/her duties. In the event that an advisor is removed or resigns, a new advisor shall be elected within 14 calendar days.

Article VIII - Finances:

Section 1: Membership Dues

There shall not be any dues for this organization. As stated in Article III Section 1, no university student may be denied membership due to inability to pay the dues that we don't charge. If a member is not able to pay dues that we don't charge, other arrangements will be made.

Section 2: Spending Organization's Money

For the protection of the organization and its officers it is required that two authorized signatures sign all monetary transactions. Only the President, Treasurer, and FSU Faculty/Staff Advisor can be signers on the organization's account. Organizational funds may be spent on whatever is deemed appropriate by a majority of the executive board but will not be used for anything illegal under University, local, state, and federal laws.

Section 3: Officer Transition

It shall be the responsibility of all account signers to change contact information as well as assist in the update of new account signatures after each election with the organization's financial institution. In addition, the Treasurer will be responsible to pass along all information from previous year's budget and current budget.

Section 4: Dissolution of Organization

In the event that the organization ceases to exist, any funds remaining in the organization's account shall be remitted back to the Student Government Association, or donated to the organization's charity—"Children's Miracle Network."

Article IX - Publications

Section 1: Compliance

All advertisements of the organization must comply with the University Posting Policy (<http://www.fsu.edu/~posting/fsupolicy.html>).

Section 2: Approval

The President and Advisor must approve all publications, shirts, flyers, etc. prior to duplication and distribution, in accordance with the COM rules and procedures.

Article X - Amendments

Amendments to the constitution must be proposed in writing to The President. The amendment must then be presented to the organization during a scheduled meeting and should include a full explanation and/or rationale for the amendment. The amendment must be voted on at the next scheduled meeting. The amendment shall not take effect until approved by a 2/3 majority vote of eligible members of the organization.

History of Constitution

Created this 21st of August, 2006

Modified this 12th of September, 2006

Modified this 16th of September, 2008

Modified this 4th of October, 2008

Modified this 13th of August, 2009