

# **Constitution and Bylaws of the Emergency Medicine Interest Group**

## **Preamble**

The Emergency Medicine Interest Group is a Recognized Student Organization of the Southern Illinois University School of Medicine. It works with the Emergency Department at Memorial Medical Center, the Emergency Department at St. John's Hospital, and the Southern Illinois Trauma Center to foster and develop awareness and interest in the specialty of Emergency Medicine amongst the medical student population; to facilitate interested students to develop highly competitive Residency Applications; to assist in the education of medical students in areas of medicine specifically related to Emergency Medicine.

## **Article I - General Organization**

The name of this organization shall be the Emergency Medicine Interest Group at Southern Illinois University School of Medicine and may hereinafter be referred to as EMIG. Any actively enrolled or voluntary Leave of Absence Medical Student may be a member. The officers of EMIG shall be President, Vice-President, Treasurer, Secretary, ACEP/SAEM Representative, and three Class Representatives.

## **Article II – Membership**

Any actively enrolled or voluntary leave of absence medical student may be a member. Criteria for membership includes attending at least one meeting or activity per six month period and signing the membership roster. Dues are \$10 per year or \$25 for lifetime to help pay for logistical needs (copies, food, etc...)

## **Article III - Officers and Duties**

**President** - The President is charged with the overall operation of the EMIG. He or she must ensure the continuance of programs that benefit the membership. Furthermore, the president must communicate frequently with the members; the faculty advisors, and with leaders of the Emergency Medicine Resident's Association, the American College of Emergency Physicians and the Society of Academic Emergency Medicine. Finally, the president must try to promote the interests of emergency medicine within the university.

**Vice-President** - The Vice-President is charged with ensuring the smooth election and transition of officers at the end of the year, helping to provide continuity to the EMIG. He or she is charged with maintaining a current e-mail list of the EMS's membership, and with serving as the Acting President when the President deems necessary. Furthermore, in the event the President resigns or is removed from office, the Vice-President must assume the responsibility of President until the members can meet to vote in a new president.

**Secretary** – The Secretary will take minutes of all meetings of the EMIG and maintain record of these meetings. These records shall include a timeline of activities and programs for the

previous year, and any notes or suggestions for future officers submitted by the officers. The secretary is also charged with arranging space for meetings.

Treasurer - This person will record and maintain the records of expenditures for the EMIG, including submission of forms necessary to request funds.

Class Representatives - One representative shall be chosen from each class. These officers will assist the other officers with their duties, especially communications.

ACEP/SAEM Representative – The ACEP/SAEM Representative will serve as the liaison between the EMIG and the American College of Emergency Physicians (ACEP), the Illinois College of Emergency Physicians (ICEP) and the Society of Academic Emergency Medicine (SAEM). This person will report from time to time on the activities that are currently taking place on the national and state level to the membership at large.

#### **Article IV - Election of officers.**

Nominations for offices will be open the day of election and at the meeting prior to the elections for any active member. All officers shall be chosen by show of hands. Those who are eligible to vote include current members and advisors.

Positions will be awarded to the candidate with the highest number of votes. Nominated candidates are required to leave the room while voting is taking place. No member shall be permitted to vote in an election in which he or she is nominated. In the event of a tie, the vote may be retaken between the two candidates and the candidate with the most votes wins the election.

In the event that any officer other than President resigns or is removed from office, the President and faculty advisors will appoint a person to fill the position.

#### **Article V- Removal of officers**

An officer may be removed by secret ballot of the remaining officers and the advisory members at a meeting called for that purpose or by a recall vote by the membership at large.

An officer may be removed for failing to fulfill the responsibilities of the office or any other reason as the officers and the advisory members deem appropriate.

#### **Article VI - Amendments**

This Constitution and Bylaws can be amended by a vote of the membership, provided that at least two thirds of the members are present for the vote.

Approved August 2001