

**University of Mississippi Medical Center**  
**School of Medicine**  
**Medical Student Council Bylaws**

The University of Mississippi Medical Center School of Medicine is committed to providing outstanding education for medical students. In order to facilitate the process of student leadership and government, class officers are elected by each medical school class. Beginning with the 2006-2007 academic year, the following guidelines will be implemented to delineate the roles, responsibilities, and election of each office.

**Class Officer Positions**

The following offices are to be elected by each class:

1. **President:** The primary role of the President is to provide leadership for the class and function as the class representative. This includes, but is not limited to, serving as a liaison between the class and the School of Medicine Administration, serving as a member of the Associated Student Body and Medical Student Council, and facilitating interaction between the class and faculty members. By serving in these roles, the President is responsible for communicating relevant information concerning policy, campus activities, etc. to the class. In addition, the President is charged with facilitating communication among all class officers regarding any matter deemed necessary. The President is responsible for organizing and overseeing the Long Coat Ceremony during the senior year and for assisting with the organization of the Match Day activities.
2. **Vice President:** The primary role of the Vice President is to assist the President in representing the class. This includes, but is not limited to, serving as a member of the Associated Student Body and the Medical Student Council. The Vice President is responsible for oversight of the note service for the class during the first and second years. The Vice President is responsible for organization of the M1/M2 buddy system. In the fourth year, the Vice President is responsible for assisting the President in organizing the Long Coat Ceremony and Match Day activities. In addition, the Vice President is charged with assuming the role of the President in the event that the President is not able to represent the class until such time that a new president is elected.
3. **Secretary:** The primary role of the Secretary is to work with the other class officers to facilitate communication and record-keeping. This includes, but is not limited to, keeping a class roster.
4. **Treasurer:** The primary role of the Treasurer is to maintain and oversee the class' financial accounts. This includes (a) working with the secretary of the Associate Dean for Student Affairs regarding the class' activity fund derived from 59326 ASB Activity Fund-Medical School and (b) overseeing the financial aspects of the Long Coat Ceremony and Match Day activities.
5. **Curriculum Committee Representative:** The primary role of the Curriculum Committee representative is to serve as a liaison between the class, the Curriculum Committee and Associate Dean for Academic Affairs. This includes relaying concerns and opinions of the class to the committee and communicating all relevant information regarding committee meetings to the class.
6. **Social Chairman:** The primary role of the Social Chairman is to oversee and/or organize the class social functions and parties. This includes, but is not limited to, organizing the M1/M2 Party in the second year.
7. **Liaison Committee Chair:** The primary role of the Liaison Committee Chair is to coordinate and communicate concerns the class may have over testing questions. The LCC will serve as the official conduit between the class and the faculty regarding said concerns.

## **Class Officer Elections**

1. Each class officer position is to be elected to serve on an annual basis. Elections for the first year medical school class are to be held no sooner than one month, and no later than two months, after beginning orientation. The election for the office of president of the first year class is to be facilitated by the Associate Dean for Student Affairs; the election for all other offices is to be facilitated by the newly elected President. The elections for officer positions for the second, third, and fourth year classes will be run by the person serving as the current Class President, except for the election of the President, which will be facilitated by the Vice President. These elections are to take place during the last quarter of the preceding academic year for which the elections are to be effective.
2. In order to serve as a class officer, the student must be enrolled as a full-time, active member of the class. In the event that an officer is not able to fulfill his/her duty or that he/she resigns the position, a separate election will be held to fill the position. The separate election will be facilitated by the President for all offices, except the office of President, in which case the Vice President will facilitate the election. If an officer is to be on leave of absence/away for a period to exceed four weeks, the officer's position may be filled by a separate election at the discretion of the remaining class officers.
3. If an officer is not adequately performing the duties of their office, the class may petition the President (or Vice President) for action. Appropriate action may include counseling of the officer by the Class President, Vice President, or other class officers as well as deliberation/counseling by the School of Medicine Medical Student Council or SOM Associate Deans. If counseling is not effective, the officer in question may be relieved of his or her duties. Following that, a separate election will be held to fill the position. The separate election will be facilitated by the President for all offices, except the office of President, in which case the Vice President will facilitate the election.
4. Additional positions can be created at the discretion of the aforementioned class/class officers in order to facilitate the needs of the class. These additional positions maybe appointed or elected. Examples include but aren't limited to: Note Service Liaison, Community Service Representative, Intramural Director, etc.

Approved by Medical School Council and SOM Dean's Council, April 24, 2006.

Amended by Medical School Council and SOM Dean's Council, April 20, 2009.

Amended by Medical School Council and SOM Dean's Council, August 24, 2009.