

The Constitution of the Honors Medical Society

ARTICLE I: Name
The name of this organization shall be “Honors Medical Society,” here after referred to as HMS

ARTICLE II: Purpose, Powers and Duties

Section One: Purposes

It shall be the purpose of HMS to provide opportunities to learn about the area of medicine, and to assist student members with their matriculation into medical school. HMS shall not discriminate on the basis of race, color, creed, sex disability, sexual orientation, religion, or lack thereof.

Section Two: Separation of Powers

HMS shall be vested with executive and legislative powers.

- a) The executive powers shall reside in the Executive Board as defined Article III Section Two.
- b) The legislative powers shall reside in the General Body as defined in Article III Section Three.

ARTICLE III: Membership

Section One: General Membership

The membership of HMS shall consist of full-time undergraduates and graduate students currently in attendance at IIT and meeting the eligibility requirements in Article III Section Four.

Section Two: The Board of HMS shall be composed of a President, Vice President, Treasurer, Public Relations Coordinator, and a Secretary; as well as any positions the President deems necessary upon the approval of the executive board.

Section Three: Legislative

The Legislative power of HMS shall consist of all voting members.

Section Four: Eligibility Requirements

General Member

- a) To become a general member of HMS, regular attendance to all meetings and participation in HMS sponsored events. Regular attendance shall be defined as attending at least half of all HMS sponsored events and general body meetings. Members are responsible for signing in at each of the meetings so as to be counted as attending that event.

ARTICLE IV: Duties of the Executive Board

Section One: The President

- a) The President shall preside at all meetings of HMS in a manner in which he/she deems appropriate.
- b) The President will represent HMS to IIT and other campus organizations in all of its dealings with IIT.
- c) The President shall be able to delegate power to committees and the Executive Board.
- d) It will be the President's responsibility to interpret the constitution and determine policy (See Article VI Section Two).

Section Two: Vice-President (VP)

- a) The VP shall preside over the HMS meetings when the President is unable to attend.
- b) The VP shall oversee all committees. Chairpersons of the committees will relay written reports to the VP.

Section Three: Treasurer

- a) The Treasurer shall be responsible for all HMS funds and allocated monies.
- b) The Treasurer shall preside over meetings whenever the President and VP are unable to attend.

Section Four: Public Relations Coordinator (PRC)

- a) The PRC will be responsible for posting announcements for each meeting.
- b) The PRC will be responsible for sending out meeting times and other announcements to the members of HMS.

Section Five: Secretary

- a) The Secretary will keep minutes for all meetings of the HMS.
- b) The Secretary will be responsible for the distribution of all minutes to the Advisor of HMS.
- c) The Secretary shall preside over meetings whenever the President, VP and Treasurer are unable to attend.

ARTICLE V: Qualifications of the Executive Board

- a) The President, VP, Treasurer, Secretary, and PRC must have been an active general member of HMS for a minimum of one semester.
- b) Must be in good standing with IIT.

ARTICLE VI: The Administrative Advisor

The head(s) of the Medical Advisory Board at the Institute shall act as the HMS advisor(s). The advisor is not a member of HMS and therefore cannot vote nor make a second motion. He or she does however have full speaking rights. The Administrative Advisor(s) shall interpret policies and/or decisions if the President ask them to do so or if there is no HMS President.

ARTICLE VII: Committees

Section One: Procedure

The President, upon determining the need for a committee, shall establish that committee by executive action.

Section Two: Appointment of a Chairperson

The President will, by executive action, appoint a committee Chairperson.

Section Three: Duties of a Chairperson

The Chairperson of the committee shall be in charge of that committee's meetings and will be responsible for giving a weekly progress report to the VP before the next HMS Executive Board meeting.

ARTICLE VIII: Election of Executive Members

Section One: President, VP, Treasurer, Secretary, and PRC

- a) One month prior to the date set by the President for the annual election, nominations for all exec board positions will be taken.
- b) Nominees must be a general member for at least one term.
- c) Should no candidate receive a clear majority of votes cast, a runoff election between the first and second place candidate will be held, unless:
 - 1) There is a tie for first place, then those candidates in first place will have a runoff.
 - 2) There is a tie for second place; those in both second and first place will have a runoff election.
- d) Any runoff election must be held within the week of the main election.
- e) The term of office will last two semesters.

ARTICLE IX: Removal or Resignation of Members

Section One: In the case of gross negligence or inability, the President, VP, Treasurer, Secretary and PRC can be removed from office in the following manner:

- a) A motion to impeach either the President, VP, Treasurer, Secretary and PRC must be either of the following two ways:
 - 1) By a member of the executive board
 - 2) By a petition with the signatures of 50% of the General Body

The motion must be approved by two thirds of the entire Legislature.

Gross Negligence is defined as, but no limited to:

- 1) Failure to show in person, by proxy, or give work that he or she will not be present at any HMS general or Executive meetings two times per term. Notification for any change must be given to the President in person ample time before the meeting(s).
- 2) Blatant disregard for the position or responsibilities of the position.

- b) An election chairperson will then be appointed by the acting President subject to Article IX Section One.
- c) New elections will be held as soon as possible to replace the removed officer, subject to Article IX Section One.
- d) Once a person has been forcibly removed from office, he or she can not run for the same or another Executive Board position within the same term.

Section Two: Removal of an Appointee

In the case of gross negligence or inability, an Appointee may be removed upon recommendation of the President and two-thirds agreement by the general body.

Section Three: Removal of a Committee Chairperson

A Committee Chairperson may be removed by the executive action of the President.

Section Four: Resignation of the President, Vice-President, Treasurer and Secretary

Should the President, Vice-President, Treasurer or Secretary resign, the same procedure followed in Section One, Parts c) and d) of this Article will be followed. The term of office will be for the remainder of the term.

ARTICLE X: Finance

Section One: Treasury

HMS receives funding from the Student Activities Fund.

Section Two: Approval of Expenditures

All expenditures must be approved by the Executive Board.

ARTICLE XI: Meetings

Section One: Regular Meetings

Regular meetings of HMS shall be held once every month of IIT classes. The council will set the date and hour of each meeting at the beginning of each semester. The Secretary will inform the members of HMS of the date, location and hour of the meetings.

Section Two: Executive Board Meetings

Executive Board meetings of HMS shall be held every week of classes at IIT. The Executive Board will set the date and hour of each meeting at the beginning of each semester. Meetings may be cancelled at the discretion of the president.

Section Three: Special Meetings

Special meetings of HMS may be called by the President, or upon petition of three members of the general body.

Section Four: A Quorum

A Quorum shall consist of at least two-thirds of the General Body of HMS.

Section Five: Chain of Command

If the President is absent, or in the process of impeachment, the Vice-President shall preside. Should both be absent, the following will preside in the following order: Treasurer, Secretary, and PRC. If none are present, the Advisor shall appoint the senior most member of HMS to preside over the meeting.

ARTICLE XII: Amendments

Section One: Procedure

Amendments may be proposed by any member of HMS.

Section Two: Ratification

Ratification of an amendment shall be on the approval of the amendment by two-thirds of the general body of HMS.

Section Three: Notice of Ratified Amendment

A notice of a ratified amendment shall be sent to the Advisor and the Office of Student Activities.

ARTICLE XIII: By-laws

All the by-laws concerning HMS shall originate in the form of a motion brought at any regular meeting by an HMS member. The

motion shall become law after approval by a majority of the Legislature. All regulation will become effective immediately if a period of time is not stated in the by-law.

Section Two: Procedure to Repeal a By-law

A by-law may be made null and void, or may be amended by HMS at a later date as per Section 1 of this article.

Section Three: Order of Importance of a By-law

A by-law does not supersede the constitution.

ARTICLE XIV: Ratification

Section One: Procedure

This constitution shall become effective upon its ratification by three-fourths of HMS's Legislature and two-thirds of the hall council legislatures. The previous constitution shall be considered null and void.

Section Two: Notice of the New Constitution

Notice of the new constitution's ratification shall be made to all general body members, and copies shall be made available upon request.