

Military Medical Student Association (MMSA) Constitution

Article 1: Name

Military Medical Student Association (MMSA)

Article 2: Purpose

- a) Its primary mission is to support current military contract students by:
- Providing a network of communication to all military medical students regarding Officer Basic Courses (OBC), summer Active Duty Trainings (ADT), military residencies/fellowships, and helpful information pertaining to each branch's Health Professional Scholarship Program (HPSP)
 - Providing Physical Training (PT) to prepare students for summer ADT rotations, to promote camaraderie, and to gauge physical performance with a PT test each semester
 - Facilitating a Military Doctor Mentor Program where students can shadow local physicians with military experience to gain helpful insight on their future career
 - Hosting occasional dinners for MMSA members/spouses at Military Mentor's homes and include discussions such as "Military Medicine", "Specific Specialties", "Military Medical Training", and "Military Spouse Issues" from keynote speakers
- b) Its secondary mission includes:
- Incorporate Nursing and Allied Health Students in our activities, particularly those with military contracts/interests since we will be working together as future team players in the military health care system
 - Act as a source of information for those thinking of joining the military healthcare team
 - Promote esprit de corps through various group activities throughout the year
 - Participate in service projects each semester in the school and local community

Article 3: Requirements of Membership

Regular membership in the MMSA is to be open to those military medical students who have paid current dues. Non-military students may join if expressing an interest in military medicine.

Article 4: Officers

The Officers of the MMSA will consist of the President, Vice President, and Treasurer. The duties of each are outlined in the Bylaws, Article 1.

Membership dues will be collected on an annual basis. The amount of the dues will be set by the Executive Committee with the advice of the Treasurer.

Article 5: Committees

The MMSA Executive Committee consists of the President, Vice President, and Treasurer. Other committees may be created, as needed, by the President with the approval of the Executive Committee.

Article 6: Meetings

General membership meetings will be held at the direction of the Executive Committee.

The Executive Committee will convene when deemed necessary by the Executive Committee members.

Article 7: Voting

For any voting situation, a simple majority vote is required to pass the motion or elect the official in question. In the event that a vote is needed on a particular issue, the Vice President will inform absent voting members of the issue at hand and record that absent member's vote. Voting may be performed via email.

a) Officer Elections

Only military contract members with current dues paid may vote in officer elections.

b) Executive Committee Vote

Only the President, Vice President, and Treasurer may vote.

c) General Member Vote

Any member, military contract or not, with current dues paid may vote.

Article 8: Advisor

The MMSA advisor shall be a full-time faculty or staff of Texas Tech University Health Sciences Center, preferably a physician with military experience. The advisor will be available to officers and members for consultation about the organization affairs, to attend organizational meetings and functions when possible, to offer suggestions regarding the operations of the MMSA, and to oversee the adherence to TTUHSC regulations and the organization's constitution and bylaws.

Article 9: Activities

Activities of the organization include, but are not limited to, general membership meetings, educational forums for members, and other activities as directed by the Executive Committee.

Article 10: Parliamentary Authority

Robert's Rules of Order Newly Revised will be used during official meetings.

Article 11: Amendments

Any officer of the MMSA Executive Committee may propose an amendment to the MMSA Constitution. An amendment must be passed by a simple majority of the voting members of the Committee.

Military Medical Student Association (MMSA)

Bylaws

Article 1: Duties of Officers and Committee Responsibilities

All elected officers must be a medical student holding a military contract. All elected officers will serve a complete year starting from May of the election to the end of the following academic year.

Chapter President

- a) Insure that the chapter meets the goals stated in the local Constitution.
- b) Serve as a voting member of the Executive Committee.
- c) Serve as point of contact between national organizations and affiliates.
- d) Serve as point of contact for outside individuals and groups on the local level.
- e) Coordinate activities of his or her local chapter.
- f) Oversee the creation of local chapter Constitution and officer positions, with guidance from the Vice President.
- g) Serve as a voting member of the Executive Committee.
- h) Perform other duties as needed.

Vice President

- a) Assume duties of the President in his or her absence.
- b) Ensure that the Treasurer and special committee chair people fulfill their responsibilities as outlined in this article.
- c) Assist the President as needed.
- d) Implement the resolutions of the Executive Committee.
- e) Serve as a voting member of the Executive Committee.
- f) Present reports of current status changes regarding membership.
- g) Coordinate recruiting efforts with the President to maximize student membership in the MMSA.
- h) Oversee the Military Doctor Mentor Program.

Secretary/Treasurer

- a) Open all mail and E-mail, and forward mail to appropriate Executive Member.
- b) Serve as a voting member of the Executive Committee
- c) Keep a file of all correspondence to the organization.
- d) Maintain Physical Training waivers for all members.
- e) Take Minutes at Executive meetings, save, and post in an appropriate format that all members can access.
- e) Maintain financial records, deposit funds into MMSA bank accounts, and monitor all financial transactions of the MMSA governing body.
- f) Pay debts of the organization for affairs as deemed appropriate by the Executive Committee.

- g) Prepare end of the year financial reports for the MMSA Budget Reports file.
- h) Keep an attendance record for all activities

President-Elect

The President-Elect is the elected President for the upcoming academic year as determined by elections held in May. The President-Elect will coordinate with newly elected officers to plan the upcoming year under the guidance of current officers until their term expires.