**Congress of Graduate Students**

**Florida State University**



**A207 Oglesby Union Tallahassee, FL 32306-4027 Phone: (850) 644-6950**



**The 27th Congress of Graduate Students**

**BILL 12**

**Sponsored by Representative Blake-Hedges (IA Chair); Representative Chiodi (MSC member)**

*Edits of the COGS Code, Edit to Chapter 302: The Medical School Council*



**Purpose: To update the code to reflect current Medical School Council procedures.**

**Bold** indicate additions. ~~Strikeouts~~ indicate deletions.



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| 302.2 ~~Selection~~  A) The MSC shall be composed of an Executive Board and a General Board.  B) The MSC Executive ~~Board shall be elected by the Medical School Student Body, and~~ shall be composed of a President, Vice President, Treasurer, Secretary, ~~three Executives-at-Large, and a Representative at each regional campus~~. Two additional members of the board shall be the MSC Representatives to COGS. Elections shall take place every ~~February~~. ~~The MSC shall train the Members Elect.~~ Members’ terms will endon ~~May 1st,~~ at which time Members Elect shall take office.  C) The President, Vice President, Treasurer, and Secretary shall be elected by the ~~Medical School Student Body~~ in a general election open to all students enrolled at the College of Medicine.  ~~D) The three Executives-at-Large shall be first-year graduate students who are enrolled in the College of Medicine. The Executives-at-Large shall be elected in August by a general election open to all first-year graduate students enrolled in the College of Medicine.~~  302.3 The General Board  The MSC General Board shall be composed of an ~~Organizational Representative~~ from each of the MSC RSOs ~~and any graduate student(s) enrolled in the College of Medicine who attain Member-at-Large status by meeting MSC attendance requirements.~~  A) An Administrative Representative appointed by the Dean of the College of Medicine shall be an advisory member to the MSC Board. This Representative shall assist the Board in ensuring that the MSC follows the guidelines established by this code and the Student Government Finance Code.  B) Vacancies of the MSC Executive Board ~~and General Board~~ shall be filled by appointment by the COGS Speaker at the recommendation of the MSC Executive Board.  302.4 The Executive Board A) Duties of the Executive Officers  1) The duties of the MSC President shall be:  a) To preside over all meetings of the Board according to Robert’s Rules of Order.  b) To act as a spokesperson for the Board.  c) To chair the Executive Committee on all administrative matters.  d) To determine the MSC General and Executive Meeting Schedule.  e) Shall act in accordance with the Treasurer of MSC and the finance rules of Student Government on all financial matters.  2) The duties of the MSC Vice President shall be:  a) To assume the duties of President when necessary.  b) To coordinate all public relations efforts of the Board.  c) To coordinate a monthly calendar of events.  d) To work with each student organization and review all constitutions to insure compliance with student body law.  ~~e) To chair the Executive Committee for financial special requests.~~  3) The duties of the MSC Treasurer shall be:  a) To chair the Executive Committee on all financial matters ~~excluding special requests.~~  ~~b~~) To coordinate all financial matters of the MSC.  ~~c) To require monthly reports from Executives-at-Large regarding their organizational status and/or problems.~~  4) The duties of the MSC Secretary shall be:  a) To keep accurate minutes of all meetings.  b) To keep voting records of all meetings.  c) To keep accurate records of attendance and report any violation(s) of the attendance policy.  d) To attend to all correspondence of the Board.  e) To maintain a current list of all MSC RSO Representatives and organizational constitutions on file.  ~~f) To maintain an accurate list of all MSC RSOs.~~  5) The duties of the ~~Executives-at-Large shall be:~~  ~~a) To act as liaisons between the MSC RSO Representatives and the MSC.~~  ~~b) To be assigned a number of MSC RSOs.~~  ~~c) To attend at least one meeting per semester of the MSC RSOs to which the Executive-at-Large is assigned.~~  ~~d) To oversee the MSC RSOs and their Representatives to ensure compliance of representative duties and MSC laws including, but not limited to, making sure files are updated and events are reported.~~  ~~e) To assist their assigned MSC RSOs in formulating their annual budgets and ensure fiscal responsibility.~~  6) The duties of the MSC Representative to SGA and COGS shall be:  a) To keep the MSC Board updated on all events pertaining to SGA and COGS.  b) To keep SGA and COGS updated on the activities of the MSC.  ~~7) The duties of the Regional Campus Representatives:~~  ~~a) To act as liaisons between the MSC and their clinical campuses.~~  ~~b) To attend all general meetings, in-person or via teleconference.~~  ~~c) To report back to their clinical campuses all events and proceedings of the MSC.~~ | 302.2 **Composition of the Medical School Council**  A) The MSC shall be composed of an Executive Board and a General Board.  B) The MSC Executive Board shall be composed of a President, Vice President, Treasurer, Secretary, and a **representative from each degree program track in the College of Medicine hereafter referred to as “program representatives**.” Two additional members of the board shall be the MSC Representatives to COGS. Elections shall take place every **Fall semester.** Members’ terms will end on **the last day of the Fall semester,** at which time Members Elect shall take office.  C) The President, Vice President, Treasurer, Secretary, and **program representatives** shall be elected by **a majority vote of** the **General Board and the outgoing Executive Board** in a general election open to all students enrolled at the College of Medicine.  302.3 The General Board  The MSC General Board shall be composed of **the President** from each of the MSC RSOs**.**  A) An Administrative Representative appointed by the Dean of the College of Medicine shall be an advisory member to the MSC Board. This Representative shall assist the Board in ensuring that the MSC follows the guidelines established by this code and the Student Government Finance Code.  B) Vacancies of the MSC Executive Board shall be filled by appointment by the COGS Speaker at the recommendation of the MSC Executive Board.  **C) Vacancies of the MSC General Board shall be filled by appointment by the MSC Executive Board at the recommendation of the RSO in question.**  302.4 The Executive Board A) Duties of the Executive Officers  1) The duties of the MSC President shall be:  a) To preside over all meetings of the Board according to Robert’s Rules of Order.  b) To act as a spokesperson for the Board.  c) To chair the Executive Committee on all administrative matters.  d) To determine the MSC General and Executive Meeting Schedule.  e) Shall act in accordance with the Treasurer of MSC and the finance rules of Student Government on all financial matters.  **f**) **Shall have the power to appoint Ad-hoc committees and their chairmen as deemed necessary with approval from the MSC General Board.**  2) The duties of the MSC Vice President shall be:  a) To assume the duties of President when necessary.  b) To coordinate all public relations efforts of the Board.  c) To coordinate a monthly calendar of events.  d) To work with each student organization and review all constitutions to insure compliance with student body law.  3) The duties of the MSC Treasurer shall be:  a) To chair the Executive Committee on all financial matters.  b) To coordinate all financial matters of the MSC.  **c) To keep an accurate record of the MSC budget.**  **d) To request and compile budget proposals from all MSC RSOs before budgetary hearings every fiscal year.**  **e) To submit the MSC Executive Meeting minutes to the COGS Speaker within three (3) business days of any Executive Board meeting before the allocations are formally authorized.**  4) The duties of the MSC Secretary shall be:  a) To keep accurate minutes of all meetings.  b) To keep voting records of all meetings.  c) To keep accurate records of attendance and report any violation(s) of the attendance policy.  d) To attend to all correspondence of the Board.  e) To maintain a current list of all MSC RSOs, **organizational boards,** and organizational constitutions on file.  5) The duties of the **Program Representatives shall be:**  **a) To represent the needs of the students in their respective degree programs.**  **b) To act as liaisons between the students in their respective degree programs and the MSC.**  6) The duties of the MSC Representative to SGA and COGS shall be:  a) To keep the MSC Board updated on all events pertaining to SGA and COGS.  b) To keep SGA and COGS updated on the activities of the MSC.  **c) To represent the MSC in front of all student government entities when the MSC President is not present.**  **d) To coordinate with the MSC President and formulate long term political strategy for the MSC and its role within Student Government.**  **e) To present requests, information, bills, and other necessary items to the student government on behalf of the MSC.**  **f) To fulfill any obligations as required by the Florida State Student Government Association or the Congress of Graduate Students.** |  |

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Adam O’Neill Danielle Morgan Acosta

*Speaker* *Director of Student Affairs*

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Matthew Uttermark Dr. Amy Hecht

*Deputy Speaker for Finance* *Vice* *President for Student Affairs*

*April15th, 2019*