# Medical College Council

## The name of this organization shall be the Medical College Council (MCC) of the College of Medicine and is hereafter referred to in this constitution as the MCC.

# ARTICLE II: PURPOSE STATEMENT

## The objectives of MCC shall be:

### To provide an agency to aide the student body in the collaboration of common interest organizations and the coordination of these organizations’ events, programs, and travel.

### To serve as the funding agency for the student organizations in the College of Medicine.

### To develop the College Council concept at the University of Florida, and to interact with other College Councils through our participation in the Board of College Councils (BOCC) as part of student government.

### To plan and implement programs to facilitate the advancement of medical students’ knowledge concerning issues pertinent to the future of the medical profession.

# COMPLIANCE STATEMENT

## Upon approval by the Department for Student Activities and Involvement, MCC shall be a registered student organization at the University of Florida. MCC shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University’s regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence, and stalking), Hazing, Commercial Activity, and Student Leader Eligibility.

# UNIVERSITY REGULATIONS

##  Non-Discrimination

### MCC agrees that it will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act. Discrimination on the basis of the protected classes described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policies) is prohibited.

## Sexual Harassment

### MCC agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment. Behaviors that could create a hostile environment include sexual harassment (which could include inappropriate sexual comments), sexual misconduct, dating violence, domestic violence, and stalking and repeated instances of cyber abuse. Sexual harassment as described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policy) is prohibited.

## Hazing

### MCC agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization. Hazing as defined in the University of Florida Regulation 1.0081 (Prohibition of Hazing; Procedures and Penalties) and 4.040 (Student Honor Code and Student Conduct Code) is prohibited. If found responsible for hazing, sanctions may be imposed against the organization, its leaders and/or members.

## Responsibility to Report

### The University of Florida identifies Responsible Employees and Campus Security Authorities to support the health, safety, and wellbeing of campus. If MCC becomes aware of any such conduct described in this article, they are encouraged to report it immediately to staff in Student Activities and Involvement, the Director of Student Conduct and Conflict Resolution, the University’s Title IX Coordinator, or to their Student Organization Advisor, who are identified as mandated reporters.

## Officer Eligibility

### MCC understands, acknowledges, and agrees to uphold and abide by the specific minimal requirements regarding officer eligibility as defined in the [Registered Student Organization Classification and Officer Eligibility Policy](https://hub.policy.ufl.edu/s/article/RSO-Classification-Officer-Eligibility).

# MEMBERSHIP

## Membership in this organization is open to all enrolled students at the University of Florida. Non-enrolled students, spouses, faculty, and staff are prohibited from holding membership, office, or voting powers. All members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

# Student Organization Advisor

## Definition, Eligibility, Appointment and Duties

### The Student Organization Advisor shall be the Senior Associate Dean for Educational Affairs in the College of Medicine and serve as a resource person and provide advisory support for the officers and members of the organization. The student organization advisor must be a full-time, salaried faculty or staff member not on extended leave for 4 consecutive weeks or longer during their advisor term. The advisor and the department of educational affairs at the UF College of Medicine holds the responsibility to oversee the day-to-day functions and operations of MCC, including the management of its finances, the selection of its members, and ensuring the organization adheres to university and department policies. The Student Organization Advisor should attend executive and general meetings when his/her schedule permits; however, the Student Organization Advisor may not vote in any MCC. If for some reason the MCC determines that the Senior Associate Dean for Educational Affairs is not able to serve as the Student Organization Advisor, then a replacement Student Organization Advisor shall be nominated by the officers and confirmed by a simple majority vote of the members. The Term of the Student Organization Advisor shall be yearly and renewed upon registration by a general vote of confidence by the President, Vice President, and Treasurer.

### Duties and responsibilities: Oversee the organization, its elected members, and finances.

### Selection method: Appointed by the college of medicine

### Term: one year with opportunity to be reappointed

### Process of replacing the organization's student organization advisor: Unanimous vote by governing MCC board

# OFFICERS

## The voting members of the executive board include the following elected officers: MCC officers (President, External Vice-president, Internal Vice-President, Treasurer, Assistant Treasurer, Secretary, Student Organization Coordinator), one MCC Representative from each medical school class, one GSO representative, one AAMC representative, and one PA representative. Officers must abide by the Registered Student Organization Classification and Officer Eligibility Policy (See Article IV Section E). The elected officers of MCC shall be President, Vice-President, and Treasurer. At no time should one person hold more than one of these positions.

### The President will serve as the official representative for the MCC. He/She shall preside over all general council and officer meetings, delegate duties to other officers where seen fit, and maintain a level of organization and knowledge about the other offices at all times.  The president reserves the right to determine who may vote on executive board matters.    The president is also expected to serve as a substitute for the MCC VP in the event that the VP’s rotation schedule makes him/her unavailable to attend a BOCC meeting.

### The External Vice President shall assist in all matters of the MCC and assume the President’s duties in his/her absence. The External Vice President is the official representative to the BOCC and shall attend all BOCC meetings, rotation schedule permitting.

### The Internal Vice President shall assist in all matters of the MCC. The Internal Vice President shall maintain the website and collect pictures from the MCC organizations’ events throughout the year, produce a scrapbook to compete for the BOCC Council of the Year Award, and produce a flier/brochure for the alumni highlighting the years event and activities by April

### The Treasurer shall be responsible for proposing, presenting, and managing the MCC budget. He/She shall also advise the MCC organizations in their individual financial decision-making.

### The Assistant Treasurer shall assist the Treasurer in the management of finances and budget of the MCC. The Assistant Treasurer will be expected to become familiar with all the pertinent statutes and instructions regarding funding put forth by the University of Florida Student Government so that they are able to advance to the office of Treasurer at the completion of their term.

### The Secretary shall arrange meeting locations and provide notification to members, transcribe minutes, post meeting minutes to the website, assist with internal and external correspondence, and provide other administrative assistance to the officers as needed. He/she should be able to attend all MCC general board meetings without the obligation of rotations, externships, etc., and is expected to serve as a substitute for the MCC VP in the event that the VP’s rotation schedule makes him/her unavailable to attend a BOCC meeting.

### The Student Organization Coordinator shall serve as an advisor to the various interest group organizations and will be responsible for gathering the monthly group activity reports. He/She will assist with financing, organizing events, and creation of new interest groups as well as facilitating the organization of the year awards. He/she is also expected to serve as a substitute for the MCC VP in the event that the VP’s schedule makes him/her unavailable to attend a BOCC meeting.

### The MCC Representatives, GSO Representative, AAMC Representative, and PA Representative shall maintain contact between the MCC Executive Board and their respective class or organization. They will be sure to communicate all vital information to their class or organization and will act as their class’s or organization’s representative to the MCC.

## Terms

### Officers shall assume their official duties at the close of the last general meeting of the academic year and shall serve for a term of one academic year and/or until their successors are elected/appointed.

## Vacancies

### If an officer resigns, or otherwise leaves their position at any time during their term, the MCC Executive Board will convene within 5 business days of the vacancy. At that meeting, the MCC Executive Board will nominate a member in accordance with the procedures set forth in Article VIII to fill that vacancy. If that member accepts the nomination, the MCC Executive Board will vote to confirm the nominee with two thirds majority of the MCC Executive Board Member’s present.

### If confirmed, the newly confirmed officer will serve in the vacant position until the next General Body Meeting of the MCC at which meeting Article VIII will be executed.

## Impeachment of Officers

### If at any time the MCC feels the officers or representatives of the Council are not properly representing it, it may call a vote on impeachment. Any voting member on the MCC board may propose impeachment to the faculty advisor. After notification and approval by the Student Organization Advisor, a simple majority vote of the MCC executive board will be required for dismissal by impeachment. A replacement officer or representative shall be elected from the MCC in accordance with the qualifications and procedures set forth in Article VIII.

# ELECTIONS

## Eligibility and Nomination

### Any medical, graduate, physician assistant, or research track student in the College of Medicine is eligible to run for any office

### The President, Vice President, Secretary, Student Organization Coordinator, and Webmaster will be nominated during the February MCC meeting and elected during the March MCC meeting by a simple majority vote of the members present.

### Any member may nominate any other member, including himself or herself. Nominations may also be made during the election meeting prior to closing of nominations.

## Voting

### Voting will occur by secret ballot and a simple majority vote is required to elect an officer. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients at the next general meeting. No person shall be eligible to serve more than two consecutive terms in the same office.

## Assistant Treasurer Elections

### The Assistant Treasurer will be nominated and elected during the September MCC meeting by a simple majority of the members present.  The term for Assistant Treasurer will begin at the October MCC meeting election and end at the March MCC meeting elections, as further detailed by Article VII, Section 1d.

### Transition from Assistant Treasurer to Treasurer will occur if he/she receives a simple majority vote of confidence by the membership present at the February MCC meeting.  If the simple majority vote of confidence is not obtained, the office of Treasurer will be filled in the same manner as the other offices during the regularly scheduled elections in March.

# FINANCE

## The MCC will charge no dues to its members. It is University Sponsored and not eligible for student government funding.

### Intended use of money raised: Conference travel and educational events

### Who is expected to participate in the fund-raising activities: There is no requirement to participate in fundraising, but all members are encouraged to participate.

# DISSOLUTION OF ORGANIZATION

##  In the event this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to the Equal Access Clinic (<https://equalaccess.med.ufl.edu/about-us/>).

# BYLAWS OF MEDICAL COLLEGE COUNCIL

##  Medical College Council may elect to maintain separate bylaws document to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements sent forth by local, state, and federal laws, the university of Florida’s regulations, policies, and procedures, and the SAI constitution requirements. Amendments and changes may be made to the bylaws and shall be consistent with the SAI approved constitution on file and SAI’s constitution requirements. Should the organization transition leadership, all bylaws and guiding documents will be transitioned to new student organization leaders and/or advisor(s). Medical College Council agrees to provide all unaltered by laws and guiding documents and/or clarify its procedures in writing to any university of Florida student, faculty, or staff upon request.

# AMENDMENTS

##  Procedure

### An amendment to this constitution can be proposed by any member of the MCC executive board. This amendment will be proposed, in writing to the entire MCC executive board at least 10 business days before the MCC executive board meeting at which it will be discussed. This constitution may be amended at an MCC executive board by two thirds vote of the MCC executive board members present and voting. The proposed amendment shall be subject to approval of the Department for Student Activities and Involvement.