



Medical Student Council Constitution

Preamble

We the students of Geisinger Commonwealth School of Medicine for the purpose of advancing the interests and well-being of the medical school and its students, both current and future, do propose and subscribe to the following constitution.

Article I. Name

The name of this organization shall be Geisinger Commonwealth School of Medicine Medical Student Council and shall be referred to as the MSC.

Article II. Purpose

The purpose of this organization is to represent and promote the interests of the medical and graduate student body. The MSC will work to manage and resolve any matters that arise within the medical student body of Geisinger Commonwealth.

Article III. Membership

Any student enrolled full-time in the M.D. or M.B.S. Program at Geisinger Commonwealth that is in satisfactory disciplinary standing and satisfactory academic standing is a member of the Medical Student Council and is eligible for membership in Geisinger Commonwealth Clubs/Organizations. Satisfactory academic standing is defined by the Medical Student Council as completion of academic requirements necessary to progress to the following year and is subject to review at any time by the Committee on Academic and Professional Standards.

Article IV. Composition of the MSC

The MSC will be composed of an Executive Board, a Senate, and a General Body.

Article V. Executive Board (EB)

Section 1. Composition

The Executive Board will comprise a group of elected officials to the following positions: President, Vice President, Communications and Finance Chair, Health and Wellness Chair, Diversity and Inclusion Chair, Abigail Scholar Chair, and Organization of Students Representative.

Section 2. Qualifications

1. MSC membership
2. Documented attendance at 3 MSC General Body Meetings
3. Submission of a completed application questionnaire
4. Standing as a Phase 3 MSC member

Section 3. General Duties

1. It will be the responsibility of all members of the Executive Board to uphold and enforce the MSC constitution.
2. The Executive Board will hold a minimum of one EB Meeting one week prior to each MSC General Body Meeting.
3. Phase 1, Phase 2, and MBS Presidents will be required to attend these meetings.
4. All other MSC Presidents (Phase 3) will be invited to attend these meetings as their schedules permit.
5. Each member of the Executive Board is required to attend every MSC General Body Meeting. In the case of their absence, they must select a proxy to attend the meeting in their place. The number of absences for each EB member shall be capped at 2. The EB shall not carry more than 2 proxies for any meeting. Extenuating circumstances shall be reviewed by the MSC.
6. Each member of the Executive Board will be a full voting member of the MSC.
7. Yearly review and relevant updates to the Medical Student Council Constitution are expected.

Section 4. Officers & Duties

MSC Executive Board President

1. Attend monthly Executive Board, Medical Student Council General Body Meetings, Class meetings, and student meetings with the Dean
2. Call, preside and set the agenda for Executive Board and General Body Meetings
3. Maintain regular communication and support with all elected medical council members, and the graduate student council
4. Create and implement all constitutional amendments and resolutions adopted by the MSC or other committees
5. Appoint Ad-Hoc Committees as needed
6. Delegate duties among members at large as necessary
7. Act as official representative of the student body to the college's administration, faculty, and advisor as needed

MSC Executive Board Vice President

1. Attend monthly Executive Board, Medical Student Council General Body Meetings, Class meetings and student meetings with the Dean
2. Assume the duties of the President in times when the office is temporarily or permanently vacant
3. Collaborate with Phase One, Two, and Three Vice Presidents to achieve the goal of curricular improvement
4. Present curricular information and updates from the curriculum contribution forms at MSC General Body Meetings
5. Serve as a student representative for all classes at the bimonthly Medical Curriculum Committee (MCC) meetings.
6. Serve as the MSC Executive Board Student representative at the Student Education Group (SEG)

MSC Executive Board Communication and Finance Chair

1. Attend monthly Executive Board, Medical Student Council General Body Meetings, and student meetings with the Dean
2. Create and communicate General Body Meeting slideshows and maintain accurate and complete meeting minutes
3. Manage club attendance at General Body Meetings
4. Chair the Finance Committee
5. Coordinate the Find Your Specialty series in collaboration with the Phase 1 Institutional Advancement and Communications Chair

MSC Executive Board Health and Wellness Chair

1. Attend monthly Executive Board, Medical Student Council General Body Meetings, and student meetings with the Dean
2. Assist in developing a wellness curriculum, programming, and interval wellness activities
3. Communicate and market wellness programs and activities within the GCSOM community
4. Participate in wellness training and development activities to assist in the development of initiatives and programs
5. Liaison between Center for Student Life and Wellness, the medical student council, faculty, and the dean.
6. Serve as a student representative for all classes at the bimonthly Medical Curriculum Committee (MCC) meetings.

MSC Executive Board Diversity and Inclusion Chair

1. Attend monthly Executive Board, Medical Student Council General Body Meetings, and student meetings with the Dean
2. Collaborate with Center for Diversity, Inclusion and Societal Hierarchies on areas of need, growth, and strengths regarding diversity and inclusion within the students, staff, and faculty
3. Engage the MSC, students and faculty on diversity and inclusion
4. Actively participate on the Committee for Diversity and Inclusion and the Diversity Task Force
5. Coordinate and promote diversity and inclusion events and activities
6. Oversee and support the Phase One, Two, and Three Diversity and Inclusion Chairs
7. Share student concerns, programs and initiatives with the UME Faculty of Diversity, Inclusion, and Societal Hierarchies
8. Collaborate with other student groups to support an inclusive learning environment

MSC Executive Board Abigail Scholar Chair

-Phase 3 Chair Will hold position on Executive board

Organization of Students Representative

-Phase 3 Chair Will hold position on Executive board

Article VI. Senate

Section 1. Composition

The Senate will comprise of all the Class positions.

Section 2. Qualifications

1. MSC membership
2. Submission of a completed application questionnaire

Section 3. Senate Officers & Duties (Phase 1)

1. Represent the interests of their respective classes
2. Communicate issues to their respective classes
3. Punctually attend full MSC general body meetings with a maximum of two absences

President

1. Attend monthly Phase One Student Council meetings, class meetings, General Assembly Meetings, Executive Board Meetings, and Deans' Lunches
2. Serve as the liaison between the MSC, Administration, faculty advisor, and all students of their class
3. Set agenda and preside over monthly Phase One Student Council Meetings
4. Attend regular Course Directors' meetings with the Vice President to implement immediate solutions, moderate communications between class and course directors
5. Maintain regular communication with all Phase One Student Council class officers and committee representatives
6. Appoint Phase One Council Ad-Hoc Committees as needed
7. Meet monthly with Phase One Student Council Advisor
8. Assist in the planning and execution of any Phase One Student Council events as needed

Vice President

1. Attend monthly Phase One Student Council meetings, class meetings, General Assembly Meetings, and Vice Presidents' meetings
2. Assume the duties of the President in times when the office is temporarily or permanently vacant
3. Attend regular Course Directors' meetings with President to implement immediate solutions, moderate communications between class and course directors
4. Oversee Phase One student submissions to the MD Curriculum Contribution Form and collaborate with Associate Dean for Educational Administration
5. Present curricular information and updates from the curriculum contribution forms at the Phase One Student Council meetings, class meetings, and MSC General Assembly Meetings
6. Serve as a Phase One Student representative at the Student Education Group (SEG) meetings
7. Serve as a Phase One Student representative at the monthly Foundational Education Sub-Committee meetings
8. Assist in the planning and execution of any Phase One Student Council events as needed

Communication and Finance Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings
2. Preside over the Phase One Student Council Academic Resource Committee (Library Resources Representative and the Information Technology Representative)
3. Provide council-to-student email communication on behalf of all executive members of Phase One Student Council
4. Maintain relevant Phase One Student Council attendance records and meeting minutes
5. Create and maintain a Phase One Student Council Drive
6. Maintain the monthly calendar white boards outside the second-floor lecture halls with relevant institutional events
7. Serve on the Finance Committee and coordinate all financial matters for Phase One Student Council (study resource discounts for class)
8. Meet with Phase One Student Council Advisor faculty to coordinate budget for Student Engagement Committee events
9. Assist in the planning and execution of any Phase One Student Council events as needed

Student Engagement Committee

Social Engagement Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings
2. Meet monthly with Phase One Student Council Advisor
3. Choose dates for, coordinate planning, and execute social events, with assistance from Phase One Student Council as needed
 - a. For example: Safe Trick or Treat for the Community, Holiday Kick-Off event, Talent Show, Cultural Bazaars and Heritages Months
4. Coordinate, plan, and implement ad hoc social activities for Phase One students
5. Collaborate with the Student Affairs Coordinator to organize and execute the annual club fair at the start of the school year
6. Assist in the planning and execution of any Phase One Student Council events as needed

Community Service Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings
2. Plan and advocate for school-wide and class-specific community service events
3. Promote/coordinate community service resources, initiatives, and projects to student body
4. Share student concerns, programs, and initiatives with Phase One Student Council Advisor and other relevant Community Service-related faculty and staff
5. Assist in the planning and execution of any Phase One Student Council events as needed

Health and Wellness Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings

2. Meet with Health and Wellness Committee under the leadership of the Director of Student Wellness to address student wellness concerns and strategize possible solutions
3. Help to promote wellness curriculum, programming, and activities as well as coordinate communication among students
4. Promote/coordinate wellness events and initiatives to Phase One Student Council, student clubs and organizations
5. Organize and facilitate health and wellness resources and projects for student body
6. Act as liaison between the Center for Student life and Wellness and the Phase One Student Council, and faculty
7. Meet with the Accessibility Coordinator of The Center for Learning Excellence as needed
8. Assist in the planning and execution of any Phase One Student Council events as needed

Diversity and Inclusion Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings
2. Serve on Committee for Diversity and Inclusion and Diversity Task Force
3. Engage student body, Phase One Student Council, and faculty on issues of diversity and inclusion
4. Promote/coordinate diversity and inclusion events and initiatives to Phase One Student Council, student clubs and organizations
5. Choose dates for, coordinate planning, and execute social events, with assistance from Phase Two and Three Diversity and Inclusion Chairs
6. Share student concerns, programs, and initiatives with the UME Faculty of Diversity, Inclusion, and Societal Hierarchies and the Phase One Student Council Advisor and other relevant faculty and administration
7. Collaborate with other student groups to support an inclusive learning environment
8. Assist in the planning and execution of any Phase One Student Council events as needed

Institutional Advancement Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings
2. Meet with the Department of Institutional Advancement and the Communications Department and Director of Alumni Relations, as needed
3. Serve as liaison between the alumni society and Phase One Student Council and student body
4. Assist with planning and promoting alumni and events including but not limited to, and with assistance from Phase One Student Council, as needed (Annual White Coat Ceremony, Alumni Reunion Weekend, Commencement Weekend, Find-Your-Specialty Series)
5. Assist in the planning and execution of any Phase One Student Council events as needed

Learning Community Class Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings, and Learning Community Team Leader Meetings
2. Collaborate with the Regional Learning Community Team Leader to coordinate and execute social and engagement activities for their learning community
3. Communicate upcoming events on or off campus relevant to their respective learning community

4. Engage and promote the virtual learning community communication platform to promote and encourage interactions in real time with peers, faculty, staff, and the learning community
5. Assist in the planning and execution of any Phase One Student Council events as needed

Abigail Scholars Chair

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings
2. Liaison between the MSC, faculty advisor, and all Phase One Abigail Scholars
3. Assist in generating ideas for Abigail Scholars curriculum and co-curricular activities
4. Support admissions recruitment sessions for Abigail Scholars as needed
5. Collaborate with the Office of Student Affairs on areas of need, growth, and strengths regarding the Abigail Scholars Program
6. Assist in the planning and execution of incoming and graduating Abigail receptions, as well as any other Abigail social events
7. Assist in the planning and execution of any Phase One Student Council events as needed

Academic Resources Committee

Library Resources Chair

1. Attend monthly Phase One Student Council meetings, class meetings, General Assembly Meetings, and Learning Environment Open Forum Meetings
2. Serve as a member of the Phase One Student Council Academic Resources Committee
3. Attend Library Subcommittee meetings
4. Collaborate with the Library Sub-Committee to ensure the library resources support students and faculty in the MD program to facilitate curriculum delivery, faculty instruction, student learning, and research development
5. Collaborate with the Director of the Medical Library to recommend library resources and/or services to the Medical Curriculum Committee
6. Serve as a resource to Phase One Student Council and class on issues regarding academic resources
7. Assist in the planning and execution of any Phase One Student Council events as needed
8. Collaborate with the Phase Two and Three Communications and Finance Chairs to provide feedback on Library resources

Information Technology Chair

1. Attend monthly Phase One Student Council meetings, class meetings, General Assembly Meetings, and Learning Environment Open Forum Meetings
2. Serve as a member of the Phase One Student Council Academic Resources Committee
3. Meet with relevant Information Technology college staff and serve as an advocate for the class and communicate needs and suggestions to the Information Technology Department
4. Learn how use the technology in the lecture halls and group rooms
5. Serve as a resource to Phase One Student Council, class, and student body on issues regarding IT and academic resources
6. Assist in the planning and execution of any Phase One Student Council events as needed
7. Collaborate with the Phase Two and Three Communications and Finance Chairs to provide feedback on Technology resources

Organization of Students Representative

NOTE: OSR is a three-phase position and is not re-elected. A continued position from Phase 1 to Phase 3 where they will serve on the Executive Board)

1. Attend monthly Phase One Student Council meetings, class meetings, and General Assembly Meetings and Learning Environment Open Forum Meetings
2. Nationally represent Geisinger Commonwealth School of Medicine to the AAMC by presenting at and attending the annual Learn Serve Lead Conference
3. Disseminate relevant information to the student body from the AAMC and other school OSRs
4. Collaborate with other OSRs to advance projects at the national level for school specific interests
5. Engage the MSC, students and faculty with the learning environment
6. Actively participate in the Learning environment Committee to identify areas of need, growth, and strengths regarding learning environment within the students, staff, and faculty
7. Communicate the outcome of Learning Environment reports at Phase One Student Council and MSC General Body Meetings
8. Assist in the planning and execution of any Phase One Student Council events as needed

Section 4. Senate Officers & Duties (Phase 2 Class Officers)

President

1. Attend monthly Phase Two Student Council meetings, class meetings, General Assembly Meetings, Executive Board Meetings, and Deans' Lunches
2. Liaison between the MSC, Administration, faculty advisor, and all students of their class
3. Maintain regular communication with all Phase Two Student Council class officers and committee representatives
4. Appoint Phase Two Council Ad-Hoc Committees as needed
5. Set agenda and preside over monthly Phase Two Student Council Meetings
6. Attend Education Lead Meetings as needed and voice course concerns of class to implement immediate solutions, moderate communications with class
7. Will work closely with Phase Two Student Council, Regional Deans, Student Affairs Regional Assistant Deans and Regional Educational Specialists in each region to oversee all activities and ensure communication between the Regional Class Representatives
8. Collaborate with class student council to plan and implement all Phase Two Student Engagement activities

Vice President

1. Attend monthly Phase Two Student Council meetings, class meetings, General Assembly Meetings and Vice Presidents' meetings
2. Assume the duties of the President in times when the office is temporarily or permanently vacant
3. Attend Education Lead Meetings as needed and voice course concerns of class to implement immediate solutions, moderate communications with class
4. Serve as a student representative at the monthly Clinical Education Sub-Committee meetings
5. Oversee Phase Two student submissions to the MD Curriculum Contribution Form and collaborate with Associate Dean for Educational Administration
6. Present curricular information and updates from the curriculum contribution forms at the Phase Two Student Council meetings, class meetings, and MSC General Assembly Meetings
7. Serve as a Phase Two Student representative at the Student Education Group (SEG) meetings

8. Assist in the planning and execution of any Phase Two Student Council events as needed

Communication and Finance Chair

1. Attend monthly Phase Two Student Council meetings, class meetings, and General Assembly Meetings
2. Provide council-to-student email communication on behalf of all executive members of Phase Two Student Council
3. Maintain relevant Phase Two Student Council attendance records and meeting minutes
4. Serve on the Finance Committee and coordinate all financial matters for Phase Two Student Council (study resource discounts for class)
5. Meet with Phase Two Student Council Advisor faculty to coordinate budget for Student Engagement Committee events
6. Assist in the planning and execution of any Phase Two Student Council events as needed
7. Collaborate with class to provide feedback for the Phase One Library Resource and Informational Technology Chairs

Diversity and Inclusion Chair

1. Attend monthly Phase Two Student Council meetings, class meetings, and General Assembly Meetings
2. Serve on Committee for Diversity and Inclusion and Diversity Task Force
3. Engage student body, Phase Two Student Council, and faculty on issues of diversity and inclusion
4. Promote/coordinate diversity and inclusion events and initiatives to Phase Two Student Council, student clubs and organizations
5. Choose dates for, coordinate planning, and execute social events, with assistance from Phase One and Three Diversity and Inclusion Chairs
6. Share student concerns, programs, and initiatives with the UME Faculty of Diversity, Inclusion, and Societal Hierarchies and the Phase Two Student Council Advisor and other relevant faculty and administration
7. Collaborate with other student groups to support an inclusive learning environment
8. Assist in the planning and execution of any Phase Two Student Council events as needed

Abigail Scholars Chair

1. Attend monthly Phase Two Student Council meetings, class meetings, and General Assembly Meetings
2. Liaison between the MSC, faculty advisor, and all Phase Two Abigail Scholars
3. Assist in generating ideas for Abigail Scholars curriculum and co-curricular activities
4. Support admissions recruitment sessions for Abigail Scholars as needed
5. Collaborate with the Office of Student Affairs on areas of need, growth, and strengths regarding the Abigail Scholars Program
6. Assist in the planning and execution of incoming and graduating Abigail receptions, as well as any other Abigail social events
7. Assist in the planning and execution of any Phase Two Student Council events as needed

Organization of Students Representative

NOTE: OSR is a three-phase position and is not re-elected. A continued position from Phase 1 to Phase 3 where they will serve on the Executive Board)

1. Attend monthly Phase Two Student Council meetings, class meetings, General Assembly Meetings, and Learning Environment Open Forum Meetings
2. Nationally represent Geisinger Commonwealth School of Medicine to the AAMC by presenting at and attending the annual Learn Serve Lead Conference
3. Disseminate relevant information to the student body from the AAMC and other school OSRs
4. Collaborate with other OSRs to advance projects at the national level for school specific interests
5. Engage the MSC, students and faculty with the learning environment
6. Actively participate in the Learning environment Committee to identify areas of need, growth, and strengths regarding learning environment within the students, staff, and faculty
7. Communicate the outcome of Learning Environment reports at Phase Two Student Council and MSC General Body Meetings
8. Assist in the planning and execution of any Phase Two Student Council events, as needed

Regional Class Chairs

Learning Community Chair (One student per regional campus to represent clinical campus students in phase 2 and 3 of the total health curriculum) (Two-phase position)

1. Attend monthly Phase Two Student Council meetings, class meetings, and General Assembly Meetings
2. Collaborate with Learning Community Team Leaders to coordinate and execute social and engagement activities for their learning community
3. Communicate upcoming events on or off campus relevant to the class to their respective learning community
4. Engage and promote the virtual learning community communication platform to promote and encourage interactions in real time with peers, faculty, staff, and the learning community
5. Collaborate with other regional campus representatives and the class president to ensure that the issues of their region are being expressed and addressed
6. Collaborate with other regional representative to organize a regional event in which all students of their regional class are invited
7. Assist in the planning and execution of any Phase Two Student Council events as needed
8. Meet with Phase Two Council Advisor as needed

Health and Wellness Chair (One student per regional campus to represent clinical campus students in phase 2 and 3 of the total health curriculum)

1. Attend monthly Phase Two Student Council meetings, class meetings, and General Assembly Meetings
2. Work collaboratively with other campus Health and Wellness Representatives to identify and communicate health and wellness needs impacting students in the clinical learning environment
3. Promote the wellness curriculum, programming, and activities as well as coordinate communication among students
4. Promote/coordinate wellness events and initiatives to Phase Two Student Council
5. Organize and facilitate health and wellness resources and projects for student body

6. Act as liaison between the Center for Student life and Wellness and the Phase Two Student Council and faculty
7. Assist in the planning and execution of any Phase Two Student Council events as needed

Section 5. Senate Officers & Duties (Phase 3 Class Officers)

President

1. Attend monthly Phase Three Student Council meetings, class meetings, General Assembly Meetings, Executive Board Meetings, and Deans' Lunches
2. Liaison between the MSC, Administration, faculty advisor, and all students of their class
3. Maintain regular communication with all Phase Three Student Council class officers and committee representatives
4. Appoint Phase Three Council Ad-Hoc Committees as needed
5. Set agenda and preside over monthly Phase Three Student Council Meetings
6. Attend Education Lead Meetings as needed and voice course concerns of class to implement immediate solutions, moderate communications with class
7. Will work closely with Phase Three Student Council, Regional Deans, Student Affairs Regional Assistant Deans and Regional Educational Specialists in each region to oversee all activities and ensure communication between the Regional Class Representatives
8. Collaborate with class student council to plan and implement all Phase Three Student Engagement activities including Math Week, Commencement and Student Engagement Activities

Vice President

1. Attend monthly Phase Three Student Council meetings, class meetings, and General Assembly Meetings, and Vice Presidents' meetings
2. Assume the duties of the President in times when the office is temporarily or permanently vacant
3. Serve as a student representative at the monthly Clinical Education Sub-Committee meetings
4. Attend Education Lead Meetings as needed and voice course concerns of class to implement immediate solutions, moderate communications with class
5. Oversee Phase Three student submissions to the MD Curriculum Contribution Form and collaborate with Associate Dean for Educational Administration
6. Present curricular information and updates from the curriculum contribution forms at the Phase Three Student Council meetings, class meetings, and MSC General Assembly Meetings
7. Serve as a Phase Three Student representative at the Student Education Group (SEG) meetings
8. Assist in the planning and execution of any Phase Three Student Council events as needed
9. Collaborate with class student council to plan and implement all Phase Three Student Engagement activities including Match Week, Commencement and Student Engagement Activities

Communication and Finance Chair

1. Attend monthly Phase Three Student Council meetings, class meetings, and General Assembly Meetings
2. Provide council-to-student email communication on behalf of all executive members of Phase Three Student Council
3. Maintain relevant Phase Three Student Council attendance records and meeting minutes

4. Serve on the Finance Committee and coordinate all financial matters for Phase Three Student Council (study resource discounts for class)
5. Meet with Phase Three Student Council Advisor faculty to coordinate budget for Student Engagement Committee events
6. Assist in the planning and execution of any Phase Three Student Council events as needed
7. Collaborate with class to provide feedback for the Phase One Library Resource and Informational Technology Chairs

Diversity and Inclusion Chair

1. Attend monthly Phase Three Student Council meetings, class meetings, and General Assembly Meetings
2. Serve on Committee for Diversity and Inclusion and Diversity Task Force
3. Engage student body, Phase Three Student Council, and faculty on issues of diversity and inclusion
4. Promote/coordinate diversity and inclusion events and initiatives to Phase Three Student Council, student clubs and organizations
5. Choose dates for, coordinate planning, and execute social events, with assistance from Phase One and Two Diversity and Inclusion Chairs
6. Share student concerns, programs, and initiatives with the UME Faculty of Diversity, Inclusion, and Societal Hierarchies and the Phase Three Student Council Advisor and other relevant faculty and administration
7. Collaborate with other student groups to support an inclusive learning environment
8. Assist in the planning and execution of any Phase Three Student Council events as needed

Health and Wellness Chair

1. Attend monthly Phase Three Student Council meetings, class meetings, and General Assembly Meetings
2. Work collaboratively with the Health and Wellness Representatives to identify and communicate health and wellness needs impacting students in the clinical learning environment
3. Promote the wellness curriculum, programming, and activities as well as coordinate communication among students
4. Promote/coordinate wellness events and initiatives to Phase Three Student Council
5. Organize and facilitate health and wellness resources and projects for student body
6. Act as liaison between the Center for Student life and Wellness and the Phase Three Student Council and faculty
7. Assist in the planning and execution of any Phase Three Student Council events as needed

Abigail Scholars Chair

1. Attend monthly Executive Board Meetings, Phase Three Student Council meetings, class meetings, and General Assembly Meetings, Student meetings with the Dean
2. Liaison between the MSC, Program Administration/ Abigail Steering Committee, faculty advisor, and all Phase Three Abigail Scholars, and all Abigail Scholars
3. Assist in generating ideas for Abigail Scholars curriculum and co-curricular activities

4. Support admissions recruitment sessions for Abigail Scholars as needed
5. Collaborate with the Office of Student Affairs on areas of need, growth, and strengths regarding the Abigail Scholars Program
6. Assist in the planning and execution of incoming and graduating Abigail receptions, as well as any other Abigail social events
7. Assist in the planning and execution of any Phase Three Student Council events as needed
8. Oversee and support the Phase One and Two Abigail Scholar Chairs

Organization of Students Representative (executive board position)

NOTE: OSR is a three-phase position and is not re-elected. A continued position from Phase 1 to Phase 3 where they will serve on the Executive Board)

1. Attend monthly Executive Board Meetings, Phase Three Student Council meetings, class meetings, General Assembly Meetings, Student meetings with the Dean, and Learning Environment Open Forum Meetings
2. Nationally represent Geisinger Commonwealth School of Medicine to the AAMC by presenting at and attending the annual Learn Serve Lead Conference
3. Disseminate relevant information to the student body from the AAMC and other school OSRs
4. Collaborate with other OSRs to advance projects at the national level for school specific interests
5. Engage the MSC, students and faculty with the learning environment
6. Actively participate in the Learning environment Committee to identify areas of need, growth, and strengths regarding learning environment within the students, staff, and faculty
7. Communicate the outcome of Learning Environment reports at Phase Three Student Council and MSC General Body Meetings
8. Assist in the planning and execution of any Phase Three Student Council events, as needed

Learning Community Chairs (One student per regional campus to represent clinical campus students in phase 3 of the total health curriculum)

1. Attend monthly Executive Board Meetings, Phase Three Student Council meetings, class meetings, and General Assembly Meetings, Student meetings with the Dean
2. Collaborate with Learning Community Team Leaders to coordinate and execute social and engagement activities for their learning community
3. Communicate upcoming events on or off campus relevant to the class to their respective learning community
4. Engage and promote the virtual learning community communication platform to promote and encourage interactions in real time with peers, faculty, staff, and the learning community
5. Collaborate with other regional campus representatives and the class president to ensure that the issues of their region are being expressed and addressed
6. Collaborate with other regional representative to organize a regional event in which all students of their regional class are invited
7. Assist in the planning and execution of any Phase Three Student Council events as needed
8. Meet with Phase Three Council Advisor as needed

Article VII. Disciplinary Actions

A member of the senate can be impeached for egregious dereliction of duties or offense to the trust of the MSC.

To bring a motion of impeachment: A grievance statement signed by 2/3 of the senate must be submitted to the Executive Board in advance of the next Executive Board Meeting. The grievance will be placed on the agenda for the following MSC meeting.

A motion of impeachment must be passed by consensus or 3/4 of the MSC meeting quorum.

Article VIII. Vacancy Replacements

If a member of the Senate needs to resign, a letter of resignation must be submitted to the Executive Board a minimum of 2 weeks in advance.

Students will vote for vacancy replacements with the exception of the office of the President which will be assumed by the Vice President. However, students will vote for the Vice President's subsequent vacancy.

Committees may elect or select their own vacancy replacements. Committees are responsible for reporting vacancy replacements to the Secretary.

Article IX. Committees

Section 1. Standing Committees

Each Committee will be selecting a Chairperson from one of their participating members.

1. New Student Group Charter Committee
 - a. Evaluates applications for MSC "Student Group" status approval
 - b. Meets once per semester
 - c. Chaired by MSC Secretary
 - d. Members: MSC President, MSC Communications and Finance Chair
2. Student Group Renewal Committee
 - a. Evaluates renewal paperwork for MSC "Student Groups" at the end of each academic year (May)
 - b. Meets once per academic year
 - c. Chaired by MSC Secretary
 - d. Members: MSC President, MSC Communications and Finance Chair
3. Elections Committee
 - a. Holds elections for MSC, class board, and regional representative positions each year
 - b. Enforces strict no-campaigning atmosphere of student elections
 - c. Chaired by the MSC Secretary
 - d. Members: 2 non-MSC, non-class senate students that are appointed in November of Phase 1 year (term November-November)
4. Finance & Appropriations Committee
 - a. Evaluates funding requests and allocates funding as the budget allows to MSC Student Organizations
 - b. Meets once per semester
 - c. Chaired by the MSC Communications and Finance Chair

- d. Members: Phase 1, Phase 2, and Phase 3 Communications and Finance Chair, MSC president, MSC secretary

Section 2. Ad-Hoc Committees

Ad-Hoc Committees can be formed at the President's direction or a vote by the General Body Meetings. The purpose of Ad-Hoc Committees will be to further investigate matters addressed by the MSC and report their findings back to the MSC to assist in the decision-making process.

Article X. Meetings

The General Body Meetings shall meet once every month.

Quorum

Quorum is met when 50% plus 1 of the Senate is in attendance. All proceedings will be voted on using a simple majority of the active students present.

Article XI. Elections

Phase 1 officer elections will be held in the Fall of the first year. All other elections will be held in the Spring of each academic year.

There shall be a closed ballot; elections of a candidate to a position shall be constituted by a simple majority of the active students present and voting.

1. If no one candidate holds a majority of the votes after the election, a run-off election will be held between those candidates who have tied for the majority.
 - a. The election committee will hold a run-off election between these candidates within 7 days of the announcement of the initial results.
 - b. In the event of the run-off election also ending in a tie, subsequent elections will continue until there is a clear majority winner or there are 2 candidates tied with the highest number of votes.
 - i. For a representative position, both individuals will serve as co-chairs or co-representatives of said position.
 - e. For an executive position (President, Vice President, Communications and Finance Chair), the board containing those candidates (MSC Executive Board or Class Officers, whichever applies) will vote between the two to select a winner.
 - c. Candidates will have the opportunity to resubmit candidate statements before run-off elections.
2. If no candidate is running for an MSC or class officer position, the election shall go on as scheduled and omit the option to vote for said position.
 - a. A second election for any vacant positions will be held within 7 days of conclusion of the initial election and announcement of the initial results.
 - b. Members who ran unsuccessfully in the initial election are eligible to run for a vacant position in the second election.
 - c. In the event that no candidate runs for the second election, it will be the responsibility of the newly elected President to appoint a student to each vacant position.
 - i. If the position of President is the vacant position, the newly elected Vice President will collaborate with the MSC faculty advisor to decide the best course of action for selecting the new President.

3. If only one candidate runs for the two campus representative positions, then the deadline will be extended to run for the second position only.
 - a. Should only one candidate apply in the initial period, that candidate will be the only name on the ballot during the main election. Another election will be held for candidates who apply during the extended deadline to fill only the second seat.
4. If a candidate is running unopposed for any position, that candidate must receive at least twenty percent of votes (20%) in order to win that position.
 - a. If the minimum is not achieved, a subsequent election will be held and applications for the position will reopen.
 - b. The first candidate will be allowed to join the candidacy for the second election.

Article XII. Dues

There will be no dues for this organization.

Article XIII. Amendments

Section 1. Amendments may be proposed by any MSC member (as defined by Article III) to the Executive Board prior to the Executive Board meeting (see Article V). Amendments received in the appropriate time frame will be added to the agenda. The constitution may then be amended by a 3/4 vote of the MSC General Body Meetings.

Section 2. Any amendments being voted on must be given a week's advance notice on the MSC portal page or via email.

Article XIV. Extenuating Circumstances

Section 1. During Pennsylvania States of Emergency, extended school closures, and otherwise "emergent" unprecedented situations will enact this clause.

Section 2. Phase 2 and Phase 3 Presidents along with class boards have the power to appoint additional positions as needed to fulfill the needs of the class and administration with approval from faculty advisor.

Section 3. Phase 2 and Phase 3 Presidents must report these "appointments" to Student Affairs Manager of Student Engagement, Diversity and Inclusion and the MSC President within 1 business day.