

Student Interest Group By-Laws

Military Medical Community (MMC)

(Medical School Name – or geographic consortium)

Article I: Name and Purpose

Section 1: Name The name of this organization shall be **Military Medical Community (MMC)**.

Section 2: Mission Statement To ignite a passion for military medicine and foster a unified community, Military Medical Communities connects tri-service HPSP students with active duty and retired physicians, fellows, and residents to create opportunities for shadowing, research and networking. We achieve this by participating in monthly national virtual gatherings, cultivating intimate virtual break-out groups, and catalyzing in-person community building, mentorship, and opportunities to showcase the impactful world of military medicine.

Section 3: Vision Statement Military Medical Communities envisions a future where a vibrant, interconnected national network empowers all individuals interested in military medicine. We strive to be the premier platform that seamlessly bridges geographical divides, fostering enduring mentorship, robust community bonds, and research collaborations to engage with and advance the field, ensuring a well-informed and inspired cohort dedicated to serving our nation's past, present, and future war heroes.

Section 4: Purpose The purpose of MMC is to serve as an interest group for Health Professions Scholarship Program (HPSP) medical students, with individual chapters established at one or more medical schools. This organization will facilitate professional development, provide accurate information on military residencies and career paths, and create a supportive community for tri-service members. Each chapter will operate under these by-laws and in close coordination with the National MMC leadership.

Article II: Membership

Section 1: Eligibility Membership in MMC is open to all currently enrolled medical students who are participants in the Army, Navy, or Air Force Health Professions Scholarship Program (HPSP).

Section 2: Membership Status Members are considered to be in good standing by virtue of their active participation in the HPSP program and their enrollment at a medical school with an MMC chapter.

Section 3: Chapter Formation A chapter of MMC may be formed at any medical school or group of medical schools in close proximity. The founding members must establish a local Executive Board and a faculty advisor, and formally apply for recognition from the National MMC leadership.

Section 4: Non-Discrimination MMC will not discriminate based on race, color, national origin, religion, sex, age, gender identity, sexual orientation, disability, or any other characteristic protected by law or military regulation.

Article III: Executive Board

Section 1: Structure Each MMC chapter shall have a local Executive Board consisting of the following positions: Chapter President, Vice President, Treasurer, Social Media Lead, and Community Engagement Lead.

Section 2: Eligibility and Term All Executive Board members must be current HPSP medical students in good standing with their respective service and medical school. Members shall be elected annually and serve a term of one academic year.

Section 3: Elections Elections will be held annually during the spring semester. Candidates must be nominated by a current member and accept the nomination. Voting will be conducted by a secret ballot of the local chapter's general membership. A simple majority is required to win an election. In the event of a tie, the current Chapter President shall cast the deciding vote.

Section 4: Duties and Responsibilities The Chapter Executive Board is responsible for the local direction, management, and leadership of their chapter. Each member has specific duties, as outlined below:

A. Chapter President The **Chapter President** is the chief executive officer of their local chapter.

- Registers the group with the office of student affairs at the local institution and provides signed copy with contact information to mmc@usuhs.edu
- Presides over all chapter meetings and serves as the primary representative for the local chapter.
- Develops and executes the local strategic plan for the academic year, in collaboration with the local Executive Board and in alignment with National MMC guidance.
- Serves as the primary point of contact for the National MMC leadership.
- Ensures all chapter activities and events are in compliance with medical school policies and military regulations.
- Maintains communication with the chapter's faculty advisor and medical school administration.

B. Vice President The **Vice President** assists the Chapter President in all duties and assumes their role in their absence.

- Assists the Chapter President in managing and coordinating local club activities.
- Acts as the primary point of contact for local guest speakers, including active duty and retired physicians, fellows, and residents.
- Manages the logistics for local in-person and virtual meetings.
- Organizes and schedules opportunities for shadowing, research, and networking.

C. Treasurer The **Treasurer** is responsible for all financial matters of the local chapter.

- Manages the chapter's budget and financial records.
- Approves and tracks all expenditures and reimbursements, if any.
- Provides regular financial reports to the local Executive Board and National MMC.
- Manages any local fundraising efforts or secures sponsorship opportunities for chapter events.

D. Social Media Lead The **Social Media Lead** manages the chapter's online presence and communication.

- Develops and implements a social media strategy to promote the local chapter and its events, in alignment with National MMC branding and standards.
- Manages all official local social media accounts.
- Creates and posts engaging content, including event announcements and member spotlights.
- Promotes national MMC events and opportunities to the local chapter membership.

E. Community Engagement Lead The **Community Engagement Lead** focuses on fostering community building and in-person connections.

- Organizes and coordinates local, in-person networking events, workshops, and study sessions.
- Manages the local chapter's virtual break-out groups for mentorship and focused discussions.
- Acts as the liaison between the local members and the professional mentors and resources facilitated by the National MMC.

F. Service Representatives (Optional) Each chapter may choose to elect or appoint a separate Service Representative for each military branch (Army, Navy, Air Force) to serve on the Executive Board. These individuals would be responsible for disseminating branch-specific information and fostering community among members of their respective services within the chapter.

Section 5: Vacancies and Removal In the event of a vacancy on the local Executive Board, the Chapter President will nominate a replacement from the local membership, subject to a two-thirds (2/3) approval vote by the remaining Executive Board. Any Executive Board member may be removed from their position for failure to perform their duties, violation of these by-laws, or other misconduct, by a two-thirds (2/3) majority vote of the local Executive Board and a simple majority of the local membership.

Article IV: Meetings and Events

Section 1: General Chapter Meetings Local chapters will hold general meetings as needed, but at a minimum of once per semester. These meetings will focus on local event planning, member discussions, and providing updates from the National MMC.

Section 2: Executive Board Meetings The Chapter Executive Board will meet at least once per month to discuss and plan local chapter activities.

Section 3: National Gatherings All chapter members are encouraged to attend the monthly national virtual gatherings hosted by the National MMC.

Section 4: Quorum A quorum for Chapter Executive Board meetings shall be a simple majority of its members.

Article V: Chapter and National Coordination

Section 1: National Support The National MMC leadership will provide support to each chapter in the form of national virtual gatherings, a centralized contact database for mentors and speakers, and a communication platform for inter-chapter coordination.

Section 2: Reporting Each chapter's Executive Board will provide regular updates and reports to the National MMC leadership regarding local events, membership numbers, and any challenges or successes.

Article VI: Amendments

Section 1: Proposal Any member may propose an amendment to these by-laws by submitting a written proposal to their Chapter President. The proposal must be reviewed and approved by the local Executive Board before being submitted to the National MMC leadership for consideration.

Section 2: Approval Amendments to these by-laws must be approved by a two-thirds (2/3) majority vote of the National MMC leadership and a simple majority of the collective chapter leadership.

Article VII: Faculty Advisor

Section 1: Selection Each chapter shall have at least one faculty advisor who is a physician, preferably one with a background in military medicine. The advisor will be selected by the Chapter Executive Board and approved by the medical school administration.

Section 2: Duties The faculty advisor will serve as a resource for the local Executive Board, providing guidance on both medical school policies and military-specific career paths. The advisor will also assist in facilitating shadowing and research opportunities.

Article VIII: Dissolution of a Chapter or the Organization

Section 1: Chapter Dissolution A chapter of MMC may be dissolved by a two-thirds (2/3) vote of its local membership or if its active membership falls below three (3) for two consecutive semesters. Upon dissolution, any remaining chapter assets, after all debts have been satisfied, will be transferred to the National MMC.

Section 2: National Dissolution The National MMC may be dissolved by a two-thirds (2/3) vote of the collective chapter leadership. In the event of the dissolution of the National MMC, all remaining assets will be donated to a military-affiliated charity or a non-profit organization focused on supporting military medical professionals.

This is not a legal document. This is only a template. It does not represent the views nor does it provide any obligation from the DoD, USA, USAF, USN, USU, HPSP or any other government entity.