

**Bylaws
to
the constitution of Tulane Housestaff Association**

Article I.

Membership

Section 1. Good standing

A member shall be considered to be in good standing who currently is a resident or a fellow with Tulane University and is not on probation or serving any disciplinary sanctions.

Section 2. Privileges

A member in good standing shall have the:

- A. Right to vote
- B. Right to hold office
- C. Right to serve on the committees
- D. Right to participate and attend all meetings

Article II.

Meetings

Section 1. Board meetings

Any member of the housestaff association may attend any general meeting. Any person other than housestaff association members who wish to participate in discussions of an agenda item pertinent to their responsibility, must be invited by either a member of the Board or one of the officers.

Board meeting may be called into executive session restricted to Officers and Directors upon 2/3 majority vote of the Board members present at a Board meeting.

Section 2. Special meetings

Special general or executive board meeting may be called at any time by the President or upon written request of a majority of the Board.

Section 3. Annual Meetings

Annual Meetings shall be held each May according to the Constitution.

Section 4. Quorum

An assembly of 10% of the membership or 25 members shall constitute a quorum for the conduction of business of all Annual and Special meeting of the association.

An assembly of 50% of the Board of Directors shall constitute a quorum for the conduction of business at all Board meetings. Board members on scheduled vacation, leave of absence or rotations more than 30 miles from Tulane's downtown medical campus are excused from Board meetings and shall not count for or against a quorum.

Article III.

Officers

Section 1. Voting

Absentee voting may occur during the thirty (30) days immediately prior to the election by submitting ballots to the Housestaff Secretary or designee.

Each member voting absentee shall initial or roster signifying that the member has voted. The roster and ballots shall be submitted to the Housestaff office the day prior to the election.

Section 2. Due process

An officer or executive board member may be removed from office at any Annual, Special, or Board meeting of the Association.

The officer or Board member shall be given notice of the intent to remove one week prior to the meeting. The officer shall have the right to speak on his/her behalf to the general assembly prior to any removal vote.

Article IV.
Vacancies

A vacancy of any elected office shall be filled by a member nominated by the President and confirmed by simple majority vote of the Board at any Board meeting. A vacancy in the office of President shall be filled by the Vice-President.

Article V.
Board

The board shall be comprised of intern, resident and fellow members.

Article VI.
Committees

Committee Chairpersons shall be appointed by the President. All committee members shall be selected at the discretion of the Chairperson.

Any person other than committee members that should attend a committee meeting must be invited by one of the committee members.

Any person denied participation on any committee shall have the right to petition the council for review. The Board shall have the power by majority vote to assign additional committee members.

Article VIII.
Amendments

The Housestaff Association Bylaws may be amended at any Annual, Special, or Board meeting of the Housestaff Association.

Proposed amendments to the bylaws shall be presented in writing at least one meeting before the proposed amendment shall be considered. The two meetings must be at least fourteen days apart.

Members in good standing may vote in absentee with a signed letter to be opened only at the time of counting the votes.

An amendment to the Bylaws must be approved by a 2/3 majority of the voting membership in order to pass.

Bylaws changes shall be forwarded to the Tulane Dean of Graduate Medical Education upon their passage.

