

Bylaws Section I: MCC registration at UF Office of Student Activity and Involvement.

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In recent years, and following the isolation of the COVID pandemic in particular, the capacity of the MCC has diminished to catering lunch meetings. Our standard policies and operational procedures have become blurred in the context of both COVID and changes at SGA. Many interest group leaders are unaware of the requirements of their organizations, and proper protocol for compliance in maintaining their charter. For these reasons, and others, we feel it necessary to review and update the organizational structure and function of MCC, then provide the student body with transparent standard policies and procedures.

In order to accomplish this audit of the MCC, the executive board will publish bylaws that address the following in order of priority to the College of Medicine: (I) MCC registration with the UF SGA, funding sources, and its responsibility to UF CoM; (II) The Activities of Interest Groups; (III) Interest Group Leadership and Election Process. These bylaws will be authored under guidance of SGA/ SAI, voted on by the MCC executive board, and approved by Dr. Fantone. Each will serve in perpetuity as standard operational procedures and policy pursuant to regulations defined by UF SGA and the office of Student Activity and Involvement.

Establishment of MCC as a University-Sponsored Student Organization

Effective in July, 2022 Registered Student Organizations (RSOs) at the University of Florida can be designated as either a General RSO, or a University-Sponsored SO. [\[Citation 1\]](#). GRSSOs are third party entities and have no legal affiliation with the University of Florida. There are a number of services and resources afforded to GRSSOs, including a semester-based grant by the UF office of Student Activities and Involvement to operate. However, they cannot receive direct support from “university-units” or departments within the various Colleges at UF and greater University structure.

Instead, University Sponsored Student Organizations are direct legal affiliates of the University of Florida, and as such are entitled to a number of benefits under compliance requirements. Under such compliance, these benefits of an USSO include (I) “ Coverage through the university’s general liability insurance and workers’ compensation plans for members when serving as a university volunteer;” (II) utilization of tax-exempt status; (III) assistance in vendor negotiation; (IV) Access to University Marketing Materials and Branding.

In addition to these benefits, USSOs benefit from all other resources GRSOs do with the exception of semester-based resource grants. Included in these benefits is the ability to apply for Catering Scholarships through the Office of Student Activities. Otherwise, MCC is funded directly through the College of Medicine and its budget. It therefore does not hold its own bank account, and is prohibited from doing so by regulation of the UF office of SAI.

Compliance of MCC to Maintain USSO Status

Maintaining compliance of the MCC as a USSO within the UF office of Student Activities and Involvement is complex and the responsibility of the MCC Executive Board. Such members will be directly coached on their responsibilities. In brief summary, this process involves (I) approval of the MCC mission statement and constitution by UF office of SAI; (II) annual registration of the MCC with UF office of SAI (III) appointment of the executive positions of MCC president, vice president, and treasurer; (IV) completion of SAI leadership training by MCC executive appointments; (V) appointment of an MCC advisor within the college of medicine, typically an Associate Dean for Educational Affairs; (VI) oversight of MCC budget and volunteer liability; (VII) maintenance by all members of UF CoM professionalism standards. More can be read about USSO compliance here [[CITATION 2](#)]

MCC Mission Statement

The Medical College Council of the UF College of Medicine was established to provide an agency to aid the student body in the planning and implementation of programs that facilitate the advancement of medical students' knowledge concerning issues pertinent to the future of the medical profession. This includes collaboration of common specialty interest organizations, and the coordination of these organizations' events, programs, and travel. Furthermore, to nurture the development of humanism within the medical profession, the MCC provides similar agency to organizations that promote the foundation of Arts and Humanities at the UF College of Medicine. Vital to the mission of the MCC is the aid of cultural organizations that provide support to students at the College of Medicine and their diverse backgrounds.

MCC's Operations to Accomplish This Mission

MCC has a defined set of roles that the executive officers serve to accomplish. (I) budget oversight; (II) hosting the fall MCC fair, which serves as a tabling event for new students to become engaged in various Interest Groups; (III) general election of MCC IG leaders, which takes place in the spring; (IV) general MCC meetings which serve to educate IG leaders on policies and procedures, and for IG leaders to provide feedback for MCC; (V) approval of official lunch meetings, funded or non-funded by MCC; (VI) special event approval; (VII) travel request approval; (VIII) approval of guest speakers outside of UF; (IX) approval of new interest groups; (X) approving constitution updates of existing IGs; (XI) audit of IG compliance; (XII) maintenance of the MCC website and calendar; (XIII) email newsletters with weekly events.

(XIV) facilitation of the Alumni Speaker Series. (XV) hosting the spring IG banquet (XI) administration of the IG of the year award.

MCC Executive Board Positions

Each Medical School Class and PA class shall appoint a class representative to the MCC Executive Board. These class representatives shall be responsible for communicating the concerns of their classmates regarding the MCC to the Executive Board. Additionally, class representatives are responsible for administrating individual requests to start a new IG, and submitting this proposal to the Executive Board.

In January of each year, the sitting MCC Executive Board shall, under the guidance of their advisor, interview students for the position of Co-President, Internal Vice President, External Vice President, Treasurer, and Student Organization Coordinator. The Co-presidents are responsible for direct involvement and communication with UF CoM administration and the UF office of SAI. They are directly responsible for facilitating oversight of SGA USSO compliance. The Vice President(s) should be responsible for administering the fair election process of Interest Group Leadership, as well as maintenance of the MCC Website. Additionally, Vice President(s) are responsible for meeting and event approval of individual interest groups as well as the annual audit of their compliance with MCC policy. The Treasurer shall be responsible for submission of funding requests for event planning and semester-based budget oversight. The Student Organization Coordinator shall be responsible for maintenance of the MCC calendar, newsletter, and any social-media accounts.

Citations

1. <https://studentinvolvement.ufl.edu/wp-content/uploads/2023/12/Student-Org-Resource-Guide-2023.pdf>
2. <https://studentinvolvement.ufl.edu/wp-content/uploads/2022/08/SAI-USSO-Policy-2022.pdf>