

THORACIC SURGERY RESIDENTS ASSOCIATION BY-LAWS

Article I

Name

The name of this organization is the Thoracic Surgery Residents Association, hereinafter referred to as “the TSRA.”

Article II

Objectives

The objectives of the TSRA are to –

1. represent the interests of all residents in training in cardiothoracic surgery in North America;
2. work with the Thoracic Surgery Directors Association (TSDA) to improve the quality of thoracic surgery education, keep thoracic surgery training abreast of changes within the field, and to assist in the identification and solution of educational and administrative problems that may arise during thoracic surgery resident education;
3. serve as an advocate of thoracic surgery resident education in the various professional agencies, boards, councils and committees that influence the specialty of Thoracic Surgery;
4. establish meaningful and direct lines of communication with the TSDA Executive Committee and develop mentoring relationships to promote the growth of residents’ leadership skills and to prepare residents to become future leaders in academic cardiothoracic surgery;
5. provide a forum for the interchange of ideas and information relating to the education of thoracic surgery residents.

Article III

Membership, Privileges and Responsibilities

Section 1:

Membership

All residents in approved Thoracic Surgery training programs in North America are automatically granted membership in the TSRA upon initiation of their training in a Thoracic Surgery Residency approved by the Accreditation Council for Graduate Medical Education (ACGME). Membership continues for the duration of the resident's training, and includes post-thoracic surgery residency training, such as subspecialty fellowships. Termination of membership occurs automatically upon completion of training, including fellowships. Should an individual with specific ongoing responsibilities within the TSRA finish training, at the discretion of the Executive Committee, discharge of these responsibilities may continue until their completion. Residents of training programs which lose accreditation shall remain members of the TSRA until the completion of their training.

Associate Membership

Requests for Associate Membership status shall be approved by the TSRA Executive Committee. Such membership is limited to (1) General Surgery residents who have matched into an ACGME accredited Thoracic Surgery training program, but have not yet begun their training; (2) General Surgery residents who have expressed a strong interest in pursuing a career in cardiothoracic surgery, but who are not yet eligible for Thoracic Surgery Residency; (3) Any international resident training in Thoracic Surgery.

Section 2:

Voting Privileges

Each member of the Executive Committee is accorded one vote for transacting the business of the TSRA. This vote is executed by the President. No proxies or substitutions are permitted without prior written notice to the Secretary by the President.

Section 3:

Approved Residency Programs

An “approved program” is defined as a thoracic surgery residency program which is recommended for approval by the Residency Review Committee (RRC) for Thoracic Surgery and accredited by the Accreditation Council for Graduate Medical Education (ACGME). All residents in approved programs are automatically granted membership into the TSRA at the time of matriculation into thoracic surgery residency.

Article IV

Section 1:

Executive Officers

The officers of the TSRA must be members of the Executive Committee, shall be elected by Executive Committee majority vote, except the Past-President, who will remain as officer an additional year following completion of his term, and will consist of the following:

1. President
2. Vice-President
3. Past-President
4. Secretary

Terms of Office

Officers of the TSRA shall each hold office for one year, or until their successors are duly elected by the Executive Committee, and may not succeed themselves. The President, at the end of a one-year term, shall automatically, and without vote, continue as an officer for a second one-year term as Past-President.

If the office of the President becomes vacant by reason of death, resignation, retirement, disqualification, removal from office, loss of residency status or otherwise, the Vice-President shall become President, fill the remainder of the unexpired term, and then continue on as Past-President. Such unexpected progression of the Vice-President to the office of the President shall result in election of a new Vice-President by the Executive Committee within one month of the vacancy of the President office. Should the office of the Vice President, Secretary/Treasurer become vacant, the Executive Committee then in office may, by majority vote, choose a successor(s). Such successor(s) shall hold office for the unexpired term with respect to the vacancy occurring.

Duties of Officers

President: The President shall preside at all meetings of the TSRA membership and at all meetings of the Executive Committee; and shall perform all duties usually associated with the office of the President, including the appointment of various committees as set forth in these articles, or as directed by the Executive Committee and/or the assembled members at regular meetings of the TSRA; shall establish and maintain regular and open communication with the TSDA Executive Committee; shall attend all regularly scheduled TSDA meetings; with the aid and advice of the other officers, shall be responsible for the regularly scheduled TSRA meetings; and shall be a member or ex-officio member without vote on all committees except the Nominating Committee.

Vice-President: The Vice President shall chair and manage the Nominating Committee. If the President is absent or unable to act, the Vice-

President will perform the duties and exercise the powers of the President; and will assist the President in any capacity necessary. The Vice-President will be in charge of the nomination and selection process for the Socrates and Dr. Dwight McGoon Awards.

Past-President: The Past-President shall work with the President and the Executive Committee to assure uninterrupted assumption of assigned duties; shall attend all regularly scheduled TSRA meetings; shall assist the President in all capacities necessary; shall work to develop and maintain outreach programs with other international thoracic surgery residency associations and the CTSNet.org Residents Section Editorial Board; and maintain and continue communication between the TSDA Executive Committee and the TSRA. The Past-President will be a voting member of the TSRA Executive Committee.

Secretary: The Secretary shall prepare and distribute minutes of all meetings of the TSRA; shall maintain the records of the TSRA including a list of all members and their addresses, including the Executive Committee members and subcommittee representation; and shall be responsible for maintaining an up-to-date website in association with the TSDA and CTSNet.org.

Section 2:

Committees

Nominating Committee - The Nominating Committee shall be responsible for identifying upcoming vacancies in the Executive Committee during the TSRA meeting at the Society of Thoracic Surgeons meeting and soliciting nominations for the vacancy. The open positions will be posted on the TSRA and CTSnet.org Residents Section websites for one month during which time any TSRA member can be nominated either by themselves or another member. All nominations must be accompanied by a letter of support from the nominee's program director indicating support for the nomination, and support for travel to attend TSRA Executive Committee meetings, and the meetings at which the nominee will

represent the TSRA if elected. To be eligible for the Executive Committee, the nominee must be a thoracic surgery resident or post-thoracic surgery residency trainee, during the time he/she is applying to be on the Executive Committee. The Nominating Committee will then select three candidates to be presented to the Executive Committee for a final vote during the TSRA meeting at the American Association for Thoracic Surgery. The members of the Nominating Committee shall consist of the Vice-President who will chair the committee, the Past-President, CTSnet.org Resident Section Editor, and two at large TSRA members. The Nominating Committee will receive and review all nominations and present the nominations to the Executive Committee for a final vote. A new Executive Committee member is then elected by majority vote of the seated Executive Committee, with tie-breaker decision going to the President.

Executive Committee – The Executive Committee will consist of 12 voting members and 2 *ex-officio* members. Members of the Executive Committee are the Executive Officers; the Organization of Resident Representative to the American Association of Medical Colleges (2 total); representative to the Society of Thoracic Surgery (3 total); representative to the American Association for Thoracic Surgery (2 total); representative to the Thoracic Surgery Residency Review Committee (1 total); representative to the Joint Council on Thoracic Surgery Education (2 total); CTSNet.org Residents Section Editor (1 total);; representative to the Society of Thoracic Surgeons Board of Directors (*ex-officio*); and the representative to the ACS Advisory Council for Cardiothoracic Surgery (*ex-officio*). Each non-officer member of the Executive Committee serves a one year term, July1-June 30, and can be re-elected two times. The CTSNet.org Residents Section Editor is elected by his/her society and is automatically appointed to the Executive Committee. The CTSnet.org Residents Section Editor will remain a member for the duration of his/her editorship.

The Executive Committee shall generally manage the affairs of the TSRA. During the interval between meetings, it shall serve as the administrative and

policy making body of the TSRA. A majority of the Executive Committee shall constitute a quorum for the transaction of business.

Meetings of the Executive Committee shall be held two times annually during meetings of the Society of Thoracic Surgeons and the American Association for Thoracic Surgery, or at such times and places as may be agreed upon by a majority of the Executive Committee, or in the event of disagreement, as designated by the President. Executive Committee Members are required to attend one of the two annual meetings of the Executive Committee. The President may dismiss any Executive Committee member who fails to attend one meeting annually and that person will be ineligible for re-election to the Executive Committee.

Standing Committees - Standing Committees are established by the Executive Committee and the TSDA for a period of up to five years. To continue beyond the five year period, the committee(s) must be re-established by vote of the Executive Committee. They may be abolished at any time by similar vote. They shall perform such duties and functions as assigned by the President of the Executive Committee of the TSRA in combination with the TSDA. All standing committees shall be composed of at least six members appointed by the President, subject to approval of the Executive Committee. Approximately one-third of the members of each committee shall be appointed annually and shall not serve for more than two terms.

Although Chairpersons and members of standing committees are appointed for terms of specific duration, any incoming President may, at the beginning of his/her Presidency, conclude the service of any Committee Chairperson or member after the first year of his/her term and appoint a new Committee Chairperson or Committee Member subject to the approval of the Executive Committee. The chairpersons of these committees will be appointed by

the President. They will report the actions of their committees to the Executive Committee and the TSRA at regular meetings of these bodies.

Article V

Awards

Section 1.

Two awards – the Socrates Award and the Dr. Dwight McGoon Award – will be granted by the TSRA every year. The Socrates Award will be given every year at the STS meeting to an attending physician that has served as an exceptional mentor for cardiothoracic surgery residents. The Dr. Dwight McGoon Award will be given every year at the AATS meeting to a young attending physician that exemplifies the virtues of a great educator for cardiothoracic surgery residents.

The nomination and selection process for the recipients of these Awards will be coordinated by the Vice-President of the TSRA and will follow the process outlined in these bylaws.

Section 2.

Eligibility criteria for the Socrates and Dr. Dwight McGoon Awards:

1. The nominee should be a faculty member of an ACGME-approved residency program and should be nominated by cardiothoracic surgery residents enrolled in an ACGME-approved residency
2. Socrates Award: Completion of clinical training more than 10 years ago
3. Dr. Dwight McGoon Award: Completion of clinical training less than 10 years ago
4. The nominee should have not received the same Award previously

Section 3.

Nomination and selection process

The Vice-President of the TSRA will open the nomination period for the Socrates and Dr. Dwight McGoon Awards by sending a communication to all thoracic surgery residents enrolled in an ACGME-approved residency. Residents will send one or more letters of support nominating a faculty member and specifying the virtues that make that person ideal for the Award. The Vice-President will put forward all the nominations and will send them to the Executive Committee for approval. Members of the Executive Committee will assure that all nominees meet eligibility criteria.

Each member of the Executive Committee will select their top three candidates in order of preference. The Vice-President will collect the votes and assign to each nominee 3 points for each 1st place ranking, 2 points for each 2nd place ranking, and 1 point for each 3rd place ranking. The Vice-President will send to the Executive Committee the names of the top three nominees for a second round of voting. Each member of the Executive Committee will rank the three contenders and the same point system will be used to select the winner.

If there is a tie for the Award, the nominee with most number of first votes will be selected. In case there is a persistent tie, the winner will be selected by votes of the President, Vice-President, and Secretary of the TSRA from the nominees tied in first place.

Article VI

Finances

Section 1.

The TSRA will not have a budget. Individual members will rely on support from their respective programs to attend the annual TSRA meetings.

Direct meeting expenses will be handled by the professional society at which the TSRA meeting is being held. The professional societies at which the

TSRA hosts resident sessions will pay for expenses involved in the production of the TSRA Lunch Sessions.

Article VII

Meetings

Section 1.

Three general TSRA Resident Sessions will be held each year. Each of these meetings will be held as TSRA Resident Sessions in association with the STS and AATS meetings. The purpose of the TSRA Resident Sessions is to facilitate the exchange of information and ideas between TSRA membership and the leadership of thoracic surgery with the goal of improving the quality and nature of thoracic surgery education, and enabling the professional development of thoracic surgery residents. The TSRA Resident Sessions will be developed and organized by the TSRA representatives to the respective organizations during which the meeting will be held.

Article VIII

Newly Revised Robert's Rules of Order

Section 1.

Any question of order not provided by these articles shall be determined by parliamentary usage as contained in Robert's Rules of Order, Newly Revised.

Article IX

Lines of Communication between TSDA and TSRA

Section 1.

The TSRA President will be the point of contact in helping to execute and implement TSDA Executive Committee-related business issues.

Article X

Amendments

Section 1.

These articles may not be changed except by a two-thirds vote of the Executive Committee members present at regularly called meetings, and further provided that the proposed alteration or amendment will have been moved and seconded at the previous regular meeting, and that printed copies of the suggested alteration or amendment shall have been circulated among the Executive Committee members, and that the members shall have been specifically advised that such alterations or amendment will be voted upon.

Section 2.

These articles may be suspended in whole or in part for a period of not more than twelve hours by unanimous vote of those present at any regularly convened meeting of the TSRA Executive Committee.

Section 3.

The initial implementation of these by-laws will be subject to the review and approval of the TSDA Executive Committee and then majority vote of the existing and current members of the Executive Committee. Once the by-laws have passed majority vote, they will be distributed to all members of the TSRA and posted on the TSRA website.

Section 4.

TSRA Executive Committee members must participate in a minimum of fifty percent of scheduled TSRA activities, including meetings, conference calls, voting for the Socrates and McGoon Awards, and selection of incoming TSRA Executive Committee members. The President may dismiss any Executive Committee member who fails to participate accordingly and that person will be ineligible for re-election to the Executive Committee.