

Bylaws for the Resident and Associate Society of the American College of Surgeons

Amended July 2024

I. The Resident and Associate Society

A. Name

The organization shall be called the Resident and Associate Society of the American College of Surgeons (RAS-ACS).

The RAS is a component of the larger American College of Surgeons (ACS) and is subject to the bylaws, policies and procedures of the ACS. These bylaws are designed to describe the operational processes of the RAS-ACS.

B. Mission Statement

The RAS-ACS shall serve to familiarize all surgical trainees and young surgeons with the American College of Surgeons. It shall also provide trainees and young surgeons an avenue for participation in ACS affairs, foster their development and application of leadership skills in organized surgery, and afford them opportunities for their opinions and concerns to be heard by the ACS leadership.

C. Purpose

The goals of the RAS-ACS shall be:

1. To foster future leaders within the profession of surgery and the ACS.
2. To develop activities and resources relevant to residents and young surgeons.
3. To provide representation for residents and young surgeons in organized surgery.
4. To provide a forum to discuss common issues in graduate surgical education.
5. To educate residents and young surgeons about the ACS and the value of Fellowship.

II. Membership

Membership in the RAS-ACS is composed of resident members and associate fellows of the College in good standing as defined by the ACS Board of Regents and ACS Bylaws.

The RAS strives to be a diverse organization and shall support the inclusion of resident members and associate fellows from all types of practice settings, e.g., academic, community, research, and administration; from all surgical specialties; from all geographical locations, genders, and ethnic groups that fulfill the above qualifications.

III. Governance

A. Executive Committee

Section 1. Composition

Officers of the RAS-ACS Executive Committee shall include the chair, vice chair, and secretary.

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Section 2. Responsibilities

The responsibilities of this three-member Executive Committee shall include managing the day-to-day activities of the RAS and the standing committees, managing the meetings of the RAS, and serving as the Nominating Committee of the RAS.

Section 3. Elections and Appointments

A Nominating Committee shall be convened annually to select candidates for the secretary position. The Nominating Committee shall consist of three members: the current chair, the vice chair, and the secretary of the executive committee. Nominees shall be requested to submit an abbreviated CV and personal statement outlining the contributions they shall make as secretary, vice chair, and then chair of RAS-ACS. The Nominating Committee shall review the nominees and present at most 3 candidates for election by the full RAS-ACS membership prior to Clinical Congress. The election winner shall be presented to the Board of Regents for approval to serve a one-year term as secretary, one-year term as vice chair, and one-year term as chair.

Section 4. Terms and Vacancies

Each position (secretary, vice-chair, and chair) will consist of a one-year term and are not eligible for a second term in the same position. The RAS-ACS member elected to the position of secretary shall succeed to vice chair and subsequently to chair, so long as they remain an eligible member of the RAS.

Section 5. Elected Position Duties

The **chair** is the spokesperson for RAS-ACS, providing a voice for the Society with the Board of Regents and the College leadership for a term of one year. The chair is responsible for overseeing the direction of the organization and fostering the ideals identified in the mission statement of the Society. They shall preside over all meetings of the RAS including the Governing Council meetings and the Annual RAS Meeting at Clinical Congress. The chair will serve as the key spokesperson for the group, providing a voice to the Board of Regents and College leadership. They will attend the Board of Regents meetings, serve as a member on the Board of Regents Member Services Liaison Committee, and as a member of the Board of Regents Bylaws Committee. They shall provide reports on RAS-ACS activities to the Board of Regents at their request.

The **vice-chair** shall assist in the performance of the duties of the chair as the chair may direct. In the absence or inability of the chair to act as chair, the vice-chair shall perform the duties and exercise the chair's powers. The vice-chair shall succeed to the chair position after the one-year term.

The **secretary** shall be responsible for recording meeting minutes for the Executive Committee meetings. The secretary shall also perform other duties as may, from time to time, be assigned by the chair. The secretary shall succeed to the position of vice-chair after the one-year term.

B. Governing Council

Section 1. Composition

The Governing Council of RAS-ACS shall include the officers of the Executive Committee and the chairs of the standing workgroups: Advocacy and Issues, Membership, Communications, Global Surgery, Education, and Associate Fellows.

Section 2. Responsibilities

The Governing Council shall meet during Clinical Congress, quarterly throughout the year, and additionally as needed. Meetings outside of regular College meetings can be held by phone or electronic means. Governing Council members will be expected to attend at least 75% of in-person and virtual RAS Governing Council Meetings. The Governing Council shall be consulted for all major decisions related to RAS that do not require immediate action. Additionally, any changes to the bylaws shall require approval by a 2/3 majority of the Governing Council members.

Section 3. Elections and Appointments

Members of the Executive Council and chairs of the six standing workgroups are automatically granted seats on the Governing Council.

Section 4. Terms and Vacancies

Each term on the governing council shall consist of one year. Members are able to serve additional terms if they are elected to the chair position of another standing workgroup or are elected as a member of the executive committee.

In the event of an unplanned vacancy, the executive committee chair will appoint a new RAS member to fill that position.

IV. RAS-ACS Workgroups

A. Standing Workgroups

The standing workgroups of the RAS-ACS shall include Advocacy and Issues, Communication, Education, Membership, Global Surgery, and Associate Fellows.

A chair shall lead each workgroup. The chair shall have been elected to the position of vice-chair for one year and then shall succeed to chair the following year. The members of each respective workgroup shall elect the vice-chair at the annual business meeting. A secretary shall be nominated and voted on by each respective workgroup in November. The secretary does not automatically succeed to the role of vice-chair. The chair shall be responsible for organizing and leading meetings of their workgroup. Each workgroup chair shall submit an annual report to the RAS-ACS Executive Committee and attend the Governing Council meetings.

If a workgroup chair or vice chair is unable to complete their duties, the RAS-ACS Executive Committee chair shall appoint a replacement to serve the remainder of the term. If a workgroup vice chair is elected to the Executive Committee prior to completing their term as chair, the Executive Committee chair shall appoint a replacement to serve as chair.

Participation in the standing workgroups is open to any member of RAS-ACS. The standing workgroups shall meet regularly and during the annual business meeting of RAS-ACS. Meeting minutes will be recorded by the workgroup secretary, electronically stored in the ACS Division of Member Services files and made available to all members of the RAS-ACS.

B. New Workgroup/Subcommittee/Taskforce

The formation of RAS subcommittees, including ad-hoc committees, taskforces, and additional workgroups involving RAS members, may be created by the RAS with approval from the ACS Director of the Division of Member Services. When individuals other than RAS members are to be appointed to the subcommittees, they must have prior approval from the Board of Regents.

V. ACS Liaisons

A. Liaisons to the ACS Advisory Councils, Standing Committees, and ACS Board of Governor Workgroups

The American College of Surgeons encourages participation and has created seats for resident members and associate fellows to serve on various committees. Candidates for the ACS committee liaison positions shall be reviewed and selected by the Nominating Committee consisting of Executive Committee. Nominees shall be requested to submit a letter of intent and an abbreviated curriculum vitae (CV). Liaisons shall serve a three-year term. For active liaisons, the appointment may be renewed for an additional second, three-year term at the discretion of the nominating committee so long as the member remains a resident or associate fellow for the duration of their second term. The liaison shall attend their respective council, committee, or workgroup meeting and act as a liaison between these groups and the RAS. Representatives shall be expected to actively participate in a RAS Standing Workgroup as deemed appropriate by the Executive Committee. If a liaison is unable to complete his/her/their duties, the Executive Committee chair shall appoint a replacement to serve the remainder of the term.

B. Liaisons to Outside Organizations

In the circumstances of outside organizations requesting RAS members to serve on various external committees, such requests must be approved by the RAS Executive Committee and the Director of Member Services at ACS. The selection process of liaisons to outside organizations shall be negotiated between the outside organization and the RAS Executive Committee but should strive to mirror the selection process for internal ACS liaison positions.

VI. Miscellaneous

A. Meetings

The RAS shall hold an open annual meeting during ACS Clinical Congress and RAS members are invited to attend. This meeting will be sub-divided into a business meeting (run by the incoming RAS Executive Committee chair), six abbreviated workgroup meetings (run by the incoming workgroup chair) and a discussion with the current ACS Director of the Division of Member Services (as he/she/they are available). All current and incoming members of the Executive council and all incoming RAS Governing Council members are expected to attend.

Travel and lodging expenses will be supported by the ACS for these required meetings. All expenses related to YFA business and activities must comply with the ACS policies for volunteers. Copies of these policies are available upon request.

B. Unforeseen Circumstances

In the event of unforeseen circumstances, the Director of the Division of Member Services will work with the RAS Executive Committee to determine the best solution within the bylaws, guidelines and policies of the American College of Surgeons.