I. The purposes of the organization shall be to:
   a. Promote communication among members and faculty.
   b. Obtain information about careers in sleep medicine.
   c. Promote the profession of sleep medicine.
   d. Serve the medical school and campus public and provide awareness around sleep related issues.

II. Membership shall be open to any medical student.

III. The executive power of the organization shall be vested in the President. The Executive Board shall consist of President, Vice President, Secretary, and Treasurer.

IV. A faculty member shall be selected by majority vote of the members to serve as Faculty Advisor to the organization. Ideally this candidate will be a fellowship program director in sleep medicine.

V. The organization shall not discriminate on the basis of religion, race, age, sex, national origin, military status or sexual orientation.

VI. Officers and advisors shall be elected each year by a majority vote of the members.

VII. Roles:
   a. The President
      • Supervise all group meetings;
      • Oversee all Choose Sleep Interest Group event and programming planning;
      • Approve all student organization purchase requests;
   b. The Vice President
      • Shall perform the President’s duties in his or her absence.
      • Work with the student organization’s Treasurer to prepare an annual budget;
      • Schedule locations for meetings and events
   c. The Secretary
      • Shall record accurate minutes, notify members of meetings, and submit a list of officers to the Student Affairs office.
      • Maintain membership database in order for participating members to qualify for AASM Membership; and
      • Work with president and faculty advisor to provide report to the AASM regarding membership information.
   d. The Treasurer
      • Shall keep a complete record of expenses, authorize expenditures, plan the yearly budget, provide financial reports, and provide a copy of financial records to the school accounting office;
      • Prepare the annual student organization budget.
   e. The Faculty Advisor
      • Shall provide advice and assistance to the internal medicine interest group officers and organization members.

Choose Sleep Interest
Group President’s Signature: ___________________________ Date: ______________

Faculty Advisor’s Signature: ___________________________ Date: ______________