

8.2 STANDING COMMITTEES

8.2.1 **Committee on Bylaws**

8.2.1.1 Composition

The Committee shall consist of five (5) members, at least one of whom was a member of the Committee during the previous year.

8.2.1.2 Terms

Appointments shall be for a one-year term with at least one member being reappointed.

8.2.1.3 Duties

To recommend amendments to the Bylaws to ensure consistency with the actions of the policy-making bodies of this Society; and to prepare amendments which it considers advisable to facilitate the work and best interest of this Society.

8.2.2 **Committee on Economics**

8.2.2.1 Composition

The Committee shall consist of eight members.

8.2.2.2 Terms

Appointments shall be for four-year terms, two members shall be appointed annually.

8.2.2.3 Duties

8.2.2.3.1 To review and disseminate information concerning the economics of the practice of anesthesiology;

8.2.2.3.2 To review private and governmental medical care payment and reimbursement plans;

8.2.2.3.3 To make recommendations to the officers, Executive Committee, other committees, and members concerning its findings;

8.2.3 **Committee on Investments**

8.2.3.1 Composition

The Committee shall consist of three members, the Treasurer and two other members.

8.2.3.2 Terms

The Treasurer shall serve ex-officio, the other two members will have a three-year term.

8.2.3.3 Duties

To advise the Society on the investment strategy for the Society's funds

8.2.4 **Committee on Governmental Affairs**

8.2.4.1 Composition

The Committee shall consist of twelve members, chosen to reflect the geographic distribution of the active membership within the state.

8.2.4.2 Terms

Appointments shall be for two years; six members shall be appointed annually.

8.2.4.3 Duties

8.2.4.3.1 To obtain, evaluate and review as far as possible all matters of substance pertaining to proposed Federal and State laws, regulations and administrative actions that may affect the specialty of anesthesiology.

8.2.4.3.2 To actively participate in educating the membership and Federal and State officials about the positions of the Society regarding proposed Federal and State laws, regulations and administrative actions that may affect the specialty of anesthesiology.

8.2.4.3.3 To represent the Society, from time to time, under the direction of the Executive Committee, in aiding the membership to secure legislation and rulings in the interests of the specialty of anesthesiology.

8.2.5 **Judicial Committee**

8.2.5.1 Composition

The Committee shall consist of five members all of whom have been voting members of this Society in good standing for at least five (5) years, and voting members of the American Society of Anesthesiologists, Inc. for at least ten (10) years prior to their appointment.

8.2.5.2 Terms

The term of office of each member commences at the close of the annual meeting following their appointment and concludes at the close of the fifth following annual meeting of this Society.

Provided, however, that the term of a member selected to fill an unexpired term shall terminate at the normal termination of that term.

8.2.5.3 Duties

8.2.5.3.1 The committee shall hear and consider, and at its discretion attempt to adjudicate all questions of ethics, discipline, professional relationships, and the rights and standing of members of this Society.

8.2.5.3.2 The committee shall conduct investigations and hold appropriate hearings as provided in these Bylaws.

8.2.5.3.3 In matters involving alleged violations of standards of professional conduct, the decision of the Judicial Committee that no violation occurred shall be final.

8.2.5.3.4 Neither the Executive Committee nor the Society shall take any action upon any matter within the jurisdiction of the Judicial Committee until the recommendations of the committee have been

received; and thereafter the action taken thereon by the body having ultimate authority is final and conclusive as to all parties concerned.

8.2.6 Committee on Membership

8.2.6.1 Composition

The Steering Committee of the Executive Committee shall constitute the Committee on Membership.

8.2.6.2 Duties

8.2.6.2.1 To conduct investigations and make recommendations concerning applicants for membership in this Society.

8.2.6.2.2 To conduct investigations and make decisions as to questions of membership involving members of this Society; and

8.2.6.2.3 To encourage qualified persons to apply for membership in this Society.

8.2.6.2.4 To approve or disapprove applications for a waiver of annual dues as described under paragraph 3.12 of these Bylaws.

8.2.7 Committee on Nominations

8.2.7.1 Composition

8.2.7.1.1 The Committee shall consist of three members which shall be the immediate past three presidents of the Society.

8.2.7.1.2 The Chair shall be the most senior of the three immediate past presidents.

8.2.7.1.3 Annually, all members of the committee shall sign a conflict of interest statement approved by the Executive Committee. If a member refuses to sign this statement, they shall be considered to have resigned from the committee until the conclusion of the election under consideration. In the event of a declared conflict of interest, the member shall recuse themselves from the discussion and voting of that office.

8.2.7.1.4 Any vacant position on the committee will be filled by asking each preceding immediate past president if they are willing and able to serve on the committee until the conclusion of the election under consideration.

8.2.7.2 Terms

Appointments shall be for a three-year term, one member appointed every year.

8.2.7.3 Duties

8.2.7.3.1 To confirm that potential candidates are eligible for election by virtue of complying with these bylaws.

8.2.7.3.2 To solicit the membership for nominations in December and close the period for receiving nominations on February 1.

8.2.7.3.3 Utilizing criteria created by the Committee on Nominations and shared with the Executive Committee and the membership, prepare a list of nominees for each office which is to be vacant in this Society and forward their recommendations to the potential candidates and Executive Committee by email no later than March 1.

8.2.8 Committee on Programs

8.2.8.1 Composition

The Committee shall consist of ten members. Nonmembers of the Society, appointed by the President, may be nonvoting advisory members of the Committee. The President shall appoint both a Chair and a Vice Chair of the Committee.

8.2.8.2 Terms

Appointments shall be for two years, five members appointed annually.

8.2.8.3 Duties

To be responsible for the theme, format, and development of the scientific and educational programs and educational publications, in print or electronic form, of this Society.

8.2.8.4 Vacancies

In the event that the Committee Chair is unable to or unwilling to perform their duties, the Vice Chair shall assume the office. In the event that the Vice Chair is vacant, the President of the Society shall appoint a member to complete the term vacated.

8.2.9 Committee on Public Education

8.2.9.1 Composition

The Committee shall consist of twelve members.

8.2.9.2 Terms

Appointments shall be for three years, four members appointed annually.

8.2.9.3 Duties

8.2.9.3.1 To assist in the dissemination of information concerning anesthesiology to the public;

8.2.9.3.2 To concern itself with matters pertaining to relations of this Society with the public, other medical organizations, governmental agencies and institutions, hospitals, and insurance organizations.

8.2.10 Committee on Publications

8.2.10.1 Composition

The Committee shall consist of at least six (6) members of the membership, three (3) of whom were members of the Committee during the previous year, including the Editor and the Associate Editor of the Newsletter of the Massachusetts Society of Anesthesiologists, Inc.

8.2.10.2 Terms

The terms of the Committee shall begin at the close of the annual session at which they are appointed and shall run until the close of the following annual session. The terms of office for the Editor and Associate Editor of the Newsletter shall begin at the close of the annual session at which they are appointed and shall run until the close of the third following annual session.

8.2.10.3 Duties

8.2.10.3.1 To promote the dissemination of information relevant to the practice of anesthesiology to members of this Society through the publication of a newsletter and/or electronically.

8.2.10.3.2 To publish other informational publications for the members of the Society as needed as approved by the Executive Committee of the Society.

8.2.10.4 Vacancies

8.2.10.4.1 In the event the Editor is unable to or unwilling to perform the functions pertaining to the Newsletter, the Associate Editor shall assume the office.

8.2.10.4.2 In the event the Associate Editor or a Committee member is unable to continue in their office, the President of the Society shall appoint one of the members of this Society to complete the term vacated.

8.2.11 **Committee on Resident and Fellow Affairs (CORFA)**

8.2.11.1 Composition

The Committee shall consist of one member of the resident and fellow membership from each of the anesthesiology residency programs within the Commonwealth of Massachusetts accredited by the Accreditation Council for Graduate Medical Education. At the suggestion of the Chairman of the Committee the President of the Society may appoint additional residents and fellows as ad hoc members of the Committee.

8.2.11.2 Terms

Two individuals serving as co-Chairpersons plus a Secretary and a Treasurer shall be appointed from resident or fellow members who have completed at least six months of training in an approved Anesthesiology program within Massachusetts. At least one member shall be appointed who was a member of the Committee during the previous year. Each year the outgoing Chairperson(s) of the Committee shall make recommendations to the President-Elect of the Society candidates for appointment as members/officers of the committee. The term of membership shall be for one year.

8.2.11.3 Duties

The Resident/Fellow representatives shall:

8.2.11.3.1 Counsel with the members of their program on matters pertaining to residency/fellowship training;

8.2.11.3.2 Report to the members of their program the action at the meetings of the Executive Committee of the Society.

8.2.11.3.3 Serve as resident/fellow liaisons to the annual New England Anesthesia Resident's Conference (NEARC) host organizing institution. Resident and fellow members appoint three CORFA representatives to the NEARC. At least one representative shall be appointed who was a member of the NEARC liaison during the previous year.

8.2.11.4 ASA Resident/Fellow Delegates, ASA Legislative Conference

Delegates to the ASA Resident/Fellow Component House of Delegates at the ASA Annual Meeting will be elected by the committee from the committee

members. The 2 CORFA co-Chairpersons are invited to attend the Annual ASA Legislative Conference each year. If they are unable to attend, their positions may be filled by other CORFA members at the discretion of the MSA President. If no CORFA member is able to go, their positions may be offered by application, consisting of CV and letter of intent submitted to the MSA President. Applications will be judged by the co-Chairpersons of CORFA and by the President and President-Elect of the Society.

8.2.12 **Committee on Headquarters Office Oversight**

8.2.12.1 Composition

The Committee shall consist of the President, President-Elect, Vice-President, Immediate Past President, ASA Director, ASA Alternate Director, Treasurer, Secretary, Program Committee Chair and MSA Legal Counsel. The President will be the Chair of the Committee. The Legal Counsel will be a non-voting member.

8.2.12.2 Term

Appointments shall coincide with the member's term of office.

8.2.12.3 Duties

To oversee the Society's headquarters including, but not limited to, the office location, performance and role of employees and compensation package of the Society's employees. The Committee will make its recommendations to the Executive Committee. The Legal Counsel will be responsible for the administrative oversight of the office.