

**BY-LAWS OF THE MEDICAL SOCIOLOGY SECTION
1993**

Revised 2000, 2001, 2008, 2018, 2023

Article 1. Purpose

The purpose of the Section on Medical Sociology is to foster the development of sociology in the field of health through the organized interchange of ideas, teaching experiences, research programs, and results. Encouragement shall be given to the achievement of this general purpose through organized meetings and conferences, publication, and such other means as are deemed appropriate by the Section Officers and Members of Council.

Article 2. Officers

The officers of the Section shall be as follows: Chairperson, Chairperson-Elect, immediate Past Chairperson, Secretary-Treasurer, and Secretary-Treasurer-Elect (in appropriate years).

Article 3. Council

The members of Council shall be composed of the Officers and eleven additional members. The members of the Council shall include the chairpersons of the five standing committees, the Chairperson of the Nominations Committee, the Editor of the Newsletter, and four Council Members-at-Large, two of whom must be students. All members of Council shall be elected by the membership, with the exception of the Newsletter Editor, who is appointed.

Only members of the American Sociological Association who are members of the Medical Sociology Section shall be eligible to hold office. A student holding a position on Council (as a Council Member-at-Large or member of the Nominations Committee) shall be a student member of the ASA, a student member of the Section, and currently enrolled as a graduate student at the time the election is held.

The following persons shall have voting privileges at Council meetings: Section Officers, Chairpersons of the five standing committees, Chairperson of the Nominations Committee, Council Members-at-Large, and the Editor of the Medical Sociology Section Newsletter. At the Council Meeting held in conjunction with the ASA annual meetings, current Council members are eligible to vote; incoming officers and committee Chairpersons will have voice but not vote.

Chairpersons of ad hoc committees, special topic committees, the Editor of the *Journal of*

Health and Social Behavior, the Chairperson-Elect of the Nominations Committee, and members of the Nominations Committee shall have voice but not vote at council meetings.

Article 4. Standing Committees

The standing committees represented on the Council by their Chairpersons shall be as follows: Teaching, Publications, Membership, Health Policy and Research, Career and Employment, and Diversity, Equity, and Inclusion (DEI) Committee.

Article 5. Powers of Decision Making

The Council is vested in principle with the power to carry out all necessary operations for the Section, acting as the representative of the membership. It shall conduct at least one business meeting of the Council and one general business meeting for the Section membership annually, to take place at the annual meeting of the American Sociological Association.

The Council meeting shall be restricted to the Council members and invited guests. The general business meeting is open to all Section members and shall be devoted to discussion of issues presented by Council or by the membership. Any Section member can place an item on the agenda of the general business meeting by notifying the Chairperson of the Section prior to the announced deadline published in the Section Newsletter. The business meeting votes on recommendations of the Council.

The Council vote is decisive on all issues except those which involve the bylaws of the Section and changes in Section policies. These issues, or others which the Council deems appropriate, are submitted to the membership by a mail or electronic ballot. A majority of votes is decisive. The Council will not conduct action in conflict with ASA bylaws.

Article 6. Council Members and terms of Office

Chairperson and Chairperson-Elect

The Chairperson-Elect shall be elected annually and have a term of office of one year, at the end of which he/she will become Chairperson. The Chairperson shall have a term of office of one year at the end of which he/she shall become Immediate Past Chairperson. The Immediate Past Chairperson shall have a term of office of one year.

Secretary-Treasurer

The Secretary-Treasurer-Elect shall be elected and take office in even numbered years, so that his/her term of office shall coincide with the second year of office of the Secretary-Treasurer. The Secretary-Treasurer-Elect shall have a term of office of one year, at the end of which he/she will become Secretary-Treasurer. The Secretary-Treasurer shall have a term of office of two years.

Committees

Chairpersons of Standing Committees shall have terms of office of two years.

Chairpersons of the following committees shall be elected and take office in even numbered years: Health Policy and Research Committees and Membership Committee.

Chairpersons of the following committees will be elected and take office in odd numbered years: Teaching Committee, Publications Committee, and Career and Employment Committee.

The elected heads of five standing committees shall appoint members of his/her committee and present this list of committee members to Council. The Council may add additional members to any standing committee.

The Nominations Committee shall consist of a Chairperson, Chairperson-Elect, two regular members, and one student member. The term of office shall be one year. The Chairperson-Elect shall have a term of one year, at the end of which he/she will become Chairperson.

Editor of the Medical Sociology Section Newsletter

The Editor shall be appointed by the Publications Committee and confirmed by the Council. The term of office shall be for four years. At the end of the third year of the Editor's term, an Editor-Designate shall be appointed by the Publications Committee and confirmed by Council. The terms of the Editor and Editor-Designate shall overlap by one year.

Council Members-at-Large

Council Member-at-Large shall include two regular and two student members.

The term of office shall be two years. One regular member and one student member shall be elected annually, so that the terms of office shall be staggered.

The incoming regular Council Member-at-Large will be responsible for chairing the Robert G. Simmons Dissertation Award Committee, while the incumbent regular Council Member-at-Large will be responsible for the coordinating nominations for the Louise Johnson Scholar Award.

Student Council Members-at-Large shall be responsible for recruitment of graduate students into the Section, maintenance of a list of graduate students in medical sociology, student activities at the annual meetings, liaison to section Newsletter, liaison to standing and ad hoc committees, and the involvement of students in section activities. Pending availability of Section Funds, the student representatives will be reimbursed for travel to the annual ASA meetings.

Article 7. Succession

Officers of the Section and the Chairperson of the Nominations Committee shall not serve as candidates for the same office or the Elect position of that office immediately after

termination of their term of office. Members-at-large of the Council and Chairpersons of the five Standing Committees may succeed themselves for one additional two year term.

Article 8. Staggered Terms of Office

These officers and chairpersons shall be elected annually: Chairperson-Elect, 1 regular Council Member At Large, 1 student Council Member-At-Large, Chairperson-Elect of the Nominations Committee, two regular members of the Nominations Committee, 1 student member of the Nominations Committee.

The following council members shall be elected in even numbered years: Chairperson of Health Policy and Research Committee, Chairperson of the Membership Committee, and the Secretary-Treasurer-Elect.

The following council members shall be elected in odd numbered years: Chairperson of Teaching Committee, Chairperson of Publications Committee, and Chairperson of Career and Employment Committee.

Council members serving when the new by-laws are being implemented will serve out their elected terms of office.

Article 9. Nominations

Nominations shall be made by the Nominations Committee and at the initiative of the Section members. Prior to the preparation of its slate, the Nominations Committee shall call for suggested nominations from the Section membership in the Section Newsletter and at the Annual Section Business Meeting. Two candidates for each elective office shall be proposed by the Nominations Committee. At the same time the Nominations Committee is preparing its slate, any group of at least 25 members of the Section may nominate a candidate by so notifying the Chairperson of the nominations Committee prior to the announced closing date for receipt of these petitions. Candidates nominated by valid petitions shall be added to the election slate.

Following the close of nominations, the Nominations Committee will submit the slate of candidates along with a short biographical sketch of each candidate for elective office. No person can be a candidate for more than one office. The members of the Nominations Committee are not eligible to be candidates for any office. Candidates shall be elected by a plurality of the votes cast for respective offices.

Article 10. Taking of Office

Each Council Member shall take office immediately following the close of the first business meeting of the Medical Sociology Section at the Annual Meetings of the American Sociological Association which follows his/her election.

Article 11. Vacancies

Any office holder may resign as such at any time by giving written notice to the Chairperson or the Secretary-Treasurer of the Section.

Any vacancies in the Council caused by death or resignation shall be filled by a majority vote of the remaining Council members. If a vacancy occurs in a position for which there is an officer-elect, the officer-elect shall assume office for the remainder of the term as well as for the following term to which he/she has been duly elected. If a vacancy occurs in the position of Chairperson-Elect of the Section, a special election will be held and the entire Section membership will elect a new officer for that position.

Article 12. Removal From Office

The occupant of any elected office who in the judgment of the Council is not able to perform his/her duty can be removed from office by 2/3rds vote of the council. Provisions of Article 11 on vacancies shall then prevail.

Article 13. Program Committees

The Chairperson-Elect will be head of a program committee for the Medical Sociology Section Day at the ASA annual meetings which is held during the year of his/her tenure as chairperson. The call for papers at Section Day shall be announced in the fall issue of the Section Newsletter one year in advance of the meetings.

Article 14. Functions of Standing Committees

The Membership Committee shall have the functions of recruitment and retention of members and socialization of new members. In addition, the committee shall take on other such duties as may be assigned to it by the Council.

The Publications Committee shall have the functions of liaison with the *Journal of Health and Social Behavior* and the newsletter, coordination of publication projects, and liaison with the ASA executive office on policy matters relating to publication. In addition, the committee shall take on other such duties as may be assigned to it by the Council.

The Career and Employment Committee shall have the functions of developing resources to enhance training and development of marketability of medical sociologists, monitoring the job market, and serving as liaison to the ASA Committee on Certification. In addition, the committee shall take on other such duties as may be assigned to it by the Council.

The Health Policy and Research Committee shall have the functions of monitoring

certain crucial policy issues, informing the membership of important policy changes, maintaining lists of medical sociologists who can testify to Congress or provide information to media, and organizing research and policy workshops at the annual meetings. In addition, the committee shall take on other such duties as may be assigned to it by the Council.

The Teaching Committee shall have the function of organizing a teaching workshop at the annual meetings, developing teaching resources, and updating the syllabi collection from the medical sociology courses. In addition, the committee shall take on other such duties as may be assigned to it by the Council.

Diversity, Equity, and Inclusion (DEI) Committee. The DEI Committee will be composed of an Elected Chair (who will also hold a position on Council), the Chair of the Nominations Committee, both elected student council members, and two section members at large chosen by the DEI Chair. The DEI Chair and two at-large members will serve for a two-year term. The Nominations Chair and student members will serve on the DEI committee for their term specified by their primary appointments. We include the Nominations Committee Chair in the DEI committee because this committee requires exceptional attention to DEI. The two members-at-large will be included to increase representation of our section on this committee, chosen by the committee Chair.

Article 15. Committee on Special Topics

Any group of 25 or more members of the section may petition the Council to form a committee on a special topic. The Section, by a majority vote of those voting in a mail ballot, may approve the formation of such a committee for an initial two year term. Subsequent two year terms may be approved or disapproved by a vote of the Council.

Article 16. Ad Hoc Committees

Other committees shall be appointed by the Chairperson with the approval of the Council on an ad hoc basis. The tenure of an ad hoc committee shall be determined by Council. The Chairperson of the ad hoc committee shall have voice but no vote at meetings of the Council.

Article 17. Conflicts-of-Interest

Award committee members may have a conflict of interest if they:

- 1) Work at the same institution as the nominee
- 2) Currently are or have been the nominee's advisor, advisee, research collaborator, close personal friend, or involved in any other way with the nominee that prevents a fair assessment of the work

Each Award Committee Chair is responsible for asking committee members about conflicts

of interest and addressing any conflicts that arise. Conflicts of interest may be addressed by having the committee member refrain from ranking the nominee or by stepping down from the committee.

Article 18. Membership

The membership of the Section shall be drawn from members of the American Sociological Association. Members who do not pay their section dues shall be suspended, and dropped from the rolls after two years.

Article 19. Changes In Bylaws

These bylaws and any amendments thereto can be changed by a majority of section members voting on a mail ballot. Proposals for changes or amendments may originate with the Council or with a petition signed by not less than 50 members of the Section or 10 percent of the Section, whichever is less. Such petitions shall be directed to the Chairperson of the Section.