



**Association of  
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## **Group on Resident Affairs (GRA) RULES AND REGULATIONS**

### **I. Name**

The name of the organization will be the Group on Resident Affairs (GRA) of the Association of American Medical Colleges (AAMC).

### **II. Purpose**

The purpose of the Group on Resident Affairs (GRA) is to be the national professional development organization for academic medicine leaders in graduate medical education (GME), advancing the quality of GME leadership in medical schools and hospitals and fostering institutional accountability for GME. The GRA will serve as a resource for these leaders, who are responsible for graduate medical education oversight, administration, financing and quality in their institutions.

The Group will provide a forum for discussion of:

- (1) administrative, financial and policy concerns in graduate medical education;
- (2) educational content and quality and program-related activities in resident education that span all GME disciplines, including ACGME institutional requirements and common program requirements; and
- (3) clinical and administrative matters related to the planning, operation, and quality of GME programs.

The Group on Resident Affairs will, through interactions with the Council of Deans, Council of Teaching Hospitals, Council of Academic Societies, Organization of Resident Representatives, and Organization of Student Representatives, advise the AAMC on matters of policy relating to the GRA's interest and expertise. The Group may make recommendations to the AAMC governance for consideration.

### **III. Membership**

Members of the GRA will be appointed by deans of LCME-accredited medical schools and eligible regional campuses, chief executive officers of COTH-member hospitals and health systems, and chief executive officers of members of the Council of Academic Societies as described below.

1. The dean of each LCME accredited medical school will be invited to appoint one GRA member, who should be a senior individual at the medical school responsible for the organization, administration and oversight over the medical school's graduate medical education (GME) programs and/or those at the school's primary affiliated teaching hospitals. The member will serve at the pleasure of the dean. Each appointed medical school member will have one vote.

2. The chief administrative officer of each LCME-accredited medical school regional campus that belongs to the Group on Regional Medical Campuses will be invited to appoint, through the medical school dean, one GRA member, who should be an individual with responsibilities similar to those described in III.1, above. The member will serve at the pleasure of the appointing authority. Each regional campus member will have one vote.
3. The chief executive officer (CEO) of each member of the Council of Teaching Hospitals and Health Systems (COTH) will be invited to appoint one GRA member, who should be a senior individual at the teaching hospital or health system involved in the organization, administration and provision of oversight over the institution's graduate medical education (GME) programs. The representative will serve at the pleasure of the CEO. Each appointed member from a teaching hospital or health system will have one vote.
4. Medical schools and academic medical center teaching hospitals that jointly administer GME programs may opt to appoint a joint representative.
5. The president of each Council of Academic Societies (CAS) clinical sciences member will be invited to appoint one representative, who should be an individual with GME responsibilities. The representative will serve at the pleasure of the CAS member society. Each appointed representative from a CAS member society will have one vote.

#### **IV. GRA Officers and Steering Committee**

1. The Group on Resident Affairs' officers will include a Chair, a Chair-Elect and an Immediate Past Chair elected by the GRA membership.
2. The term of office for each officer is one year. Officers generally serve three years, under the assumption of progression through the offices of Chair-Elect (one year); Chair (one year); and Immediate Past Chair (one year).
3. A Steering Committee will be responsible for directing all GRA activities, along with the GRA Executive Secretary, an AAMC staff member appointed by the president of the AAMC.
4. The GRA Steering Committee will include the three officers and nine members-at-large elected by the membership. Members-at-large will serve three-year terms.
5. The Steering Committee also will include one liaison representative from, and appointed by, the AAMC Group on Educational Affairs (GEA), who will serve a one-year term; and one representative from, and appointed by, the AAMC Organization of Resident Representatives. Each will serve a one-year term.
6. The GRA Steering Committee will meet at least three times a year, with other business conducted as needed by conference call. One meeting will be held during the fall AAMC Annual Meeting, one meeting during the GRA annual professional development conference, and one meeting in the summer.
7. The GRA Steering Committee will name and appoint the members of any ad hoc committees or work groups of the GRA, which will serve at the pleasure of the Steering

Committee. The terms of service for members appointed to GRA ad hoc committees or work groups will be determined by the Steering Committee.

8. The GRA Steering Committee will appoint a GRA liaison to the AAMC Group on Educational Affairs (GEA) for a term of one year.
9. Each year, a Nominating Committee will propose a slate of nominees that will include a Chair-Elect and at-large members of the Steering Committee. The Nominating Committee will comprise the Immediate Past Chair, who serves as its chair, the Chair, and one member-at-large of the Steering Committee, plus two representatives from the GRA general membership. The Nominating Committee chair will select the at-large member of the Steering Committee and the two GRA representatives to serve on the Nominating Committee in consultation with the GRA Executive Secretary.
10. The slate of nominees for the Chair-Elect and the at-large member positions will be publicized before the annual GRA business meeting. GRA members may submit additional names if they wish to do so. Election to an at-large representative position or to the position of Chair-Elect is by simple majority of the voting members present at a GRA's business meeting.
11. If a vacancy occurs in an at-large position on the Steering Committee, the position will remain vacant until the next appointment of a Nominating Committee, when a candidate will be nominated to finish the remainder of the unexpired term. Election will occur at a GRA business meeting by a simple majority of the voting members present.
12. If a vacancy occurs in the office of Chair during the term of office, the Chair-Elect will be advanced to fill the opening. If the Chair-Elect is advanced to the position of chair at a time when six (6) months or fewer remain in the Chair's term, the Chair-Elect will serve the remainder of the Chair's term and the one year term that he/she would have served. If more than six months remain, a Chair-Elect will be selected by the Steering Committee to serve until the next GRA business meeting.
13. If the position of Chair-Elect becomes vacant, the Steering Committee will select a Chair-Elect to serve until the next GRA business meeting.
14. If the position of Immediate Past-Chair becomes vacant, it will remain so until the current Chair is ready to assume the position of Past-Chair at the next annual business meeting.

## **V. National Meetings, Quorums and Decisions**

1. The complement of voting members (defined in *Section III*) present at a business meeting of the GRA will constitute a quorum. Decisions will be by a simple majority of the voting members present.
2. A professional development meeting for members of the GRA will be held annually.

3. Additional business and/or program meetings will be called by the GRA Steering Committee as needed and may be, at the designation of the Committee, open to non-members.
4. In the conduct of meetings, the order of business will be under the direction of the Chair of the GRA.

## **VI. Parliamentary Authority**

For any matters not covered in these rules, the parliamentary authority will be Robert's Rules of Order.

## **VII. Amendments**

These Bylaws may be altered, repealed, or amended, or new bylaws adopted, by a 2/3 vote of the GRA Steering Committee members elected by the GRA membership following a 30-day period of review and comment by the GRA membership and subject to the approval of the AAMC Executive Council.

Approved by AAMC Executive Council September 28, 2006