I-18 MSS Speakers’ Ruling

Dear Candidates and AMA-MSS Leadership,

In an effort to ensure a fair and transparent campaign period leading up to I-18 in National Harbor, your Speakers have established this document of rulings so that all candidates have equal access to all rules. This document will be open to the AMA-MSS and specifically targeted to the AMA-MSS Governing Council, AMA-MSS State and Region Chairs, AMA Council Members, AMA Standing Committees, and AMA Convention Committees. All Governing Council candidates who submit campaign materials by the deadline will receive a copy of this document, and a copy will be provided in the meeting Election Manual.

This document outlines prior Speakers’ Rulings that remain in effect, new Speakers’ Rulings (as of July 2018), and how your Speakers plan to enforce the rules. Remember that campaign rules outlined in the MSS Internal Operating Procedures (IOPs) are always in effect. This document clarifies some of those rules and procedures. MSS IOP IV.D.5.b. charges the Speakers to “Provide for oversight and enforcement of the Campaign Rules, including responsibility for investigation of alleged infractions and reporting of substantiated infractions to the Assembly prior to balloting.” Such rulings ensure that elections held at the national meeting are in accordance with the bylaws and procedures of our AMA and MSS. Clarifying your Speakers’ interpretations of the MSS IOPs early allows candidates to campaign accordingly and avoids members misinterpreting ambiguous IOPs. In hearing feedback from students on the voting methods of the House, your Speakers have also included a section on voting procedures in order to ensure clarity. When in doubt, please reach out to your Speakers proactively with questions – no question is too small or silly. We have underlined major changes to our ruling based on previous feedback and schedule changes. Please read accordingly!

Candidates are encouraged to ask your Speakers and/or the Chair of the Rules Committee to clarify a rule in this Speakers’ Ruling in order to avoid misapplication of a rule. Misunderstanding a rule’s application does not immunize the actor from an infraction.

Deadline for Submitting Materials for Governing Council Candidacy

1. The deadline for submitting Governing Council candidacy applications including materials to be included in the I-18 Election Guide is Saturday, October 13th, 2018 by 1:59 AM CST.

2. No new applications will be accepted after this deadline, although supporting materials will be accepted until the election guide is posted online.

3. After this date, candidates must be nominated and run from the floor for any of the MSS positions that are up for election at I-18 meeting.

4. The time for nominations from the floor will be during the MSS Assembly opening session on Thursday, November 8th.

5. Candidates who run from the floor will not have materials included in the I-18 Election Guide, nor will they be able to participate in the I-18 Candidate Forum.
6. Candidates who run from the floor must complete the requisite application materials and Conflict of Interest disclosures before they are eligible for election. These materials must be provided to the Section Director, Haley Guion, haley.guion@ama-assn.org by 9:00 PM CST on Thursday, November 8th.

I. Campaign Communications

1. Campaign Communications procedures are covered by MSS IOP VI.E.7
2. Your Speakers’ guiding principle for online communications is to limit excessive campaign communications while ensuring easy access to the candidates’ platforms. To this end, we have the following rules for online communications:
   a. Candidates should be prudent and courteous regarding the number and content of electronic messages sent prior to the election, including but not limited to email, social media profiles, phone, text message, and group chats.
   b. Candidates should use discretion in the number and length of phone calls and text messages made prior to the election.
   c. No mode of MSS- or AMA-sponsored communication, including but not limited to listservs, phone or email lists, or other mass communication methods shall be used for announcements of candidacy, endorsement, or campaigning.
      i. This includes the AMA Med Students Facebook page.
   d. No campaign websites or web pages will be allowed for campaign promotion, with the sole exception of a Facebook page for each campaign.
   e. A candidate should make every reasonable effort to ensure that only MSS members “like” the campaign page.
      i. All candidates shall include an informational blurb in the “About” section and “pinned” to the top on the candidate’s Facebook page asking that only MSS members “like” the page.
   f. Your Speaker, Vice Speaker, and/or Chair of the Rules Convention Committee reserve the right to become an administrator of the campaign page in order to monitor adherence to the rules.
   g. Candidates are allowed to use their personal Facebook pages to share their campaign pages online.
      i. When sharing a Facebook campaign page on your personal page, please make sure to include a statement in the post on your personal page stating that only MSS members should “like” the page.
      ii. Candidates may share a link to their campaign page along with a description of their platform on their personal pages to announce their candidacy, but otherwise will restrict all campaign-related material to their campaign pages.
   h. Candidates may share their campaign page once within their own Region’s Facebook page, subject to approval by the Region Chair.
   i. Candidates may have their campaign page shared once to each respective Region Facebook page. The campaign page must be shared by a Region member from the corresponding Region.
i. The post may contain personal testimony by the posting member.

ii. GC members, their designees, and administrators of Region Facebook pages have the duty to delete any additional posts of a campaign page made beyond the original post.

iii. Any additional public testimony or discussion on the candidate by Region members of the Region Facebook pages is restricted to the comments section of the initial post.

iv. Candidates should make every effort to move direct communication with MSS members that arises during Region Facebook posts to their campaign page.

j. Individual MSS members who are not prohibited from campaign involvement (see Campaign Involvement Section) may share candidate pages on their personal Facebook pages, where they are allowed to elaborate with testimony and/or endorsement.
   i. Linking to the candidate’s Facebook campaign page using any other social media platform should adhere to these same guidelines.

k. All items listed in MSS IOP VI.E.9.c.i and ii may be displayed on a candidate’s Facebook page. The following items may be displayed on Facebook:
   i. One (1) optional letter of endorsement by the Dean or Dean’s representative from the candidate’s medical school
   ii. One (1) optional letter of endorsement by staff of the state medical society from the state in which the candidate attends medical school
   iii. Any letters of endorsement of MSS members, Regions or organizations (including any specialty organization with voting representation within the MSS). To comply with this provision and avoid the possibility of an endorsement being called into question, the endorsing entity must at minimum do the following:
     1. Follow the entity’s bylaws dictating official endorsement
     2. Take and document the results of an official vote, and
     3. Document that quorum was met when the voting occurred

l. No other letters of endorsement will be allowed to be listed, displayed, or linked as a resource.

3. Per MSS IOP VI.E.7.c, No mode of MSS- or AMA-sponsored communication shall be used for announcements of candidacy, endorsement, or campaigning.

4. Campaigning is prohibited at MSS Region, state, or school section meetings and social events prior to the national meeting where the election occurs. The candidate’s own Medical Student Region, state, or school section meetings are an exception to this rule, as long as campaigning occurs within the campaign period. Campaigning includes, but is not limited to, discussing candidacy or displaying or distributing campaign paraphernalia. (See MSS IOP VI.E.8)

II. Campaign Materials and Speeches During the Meeting
1. Candidates may distribute only the following campaign materials (MSS IOP VI.E.5):
   a. Buttons, stickers, and pins no greater than 2.5” in greatest dimension
   b. Standard-size business cards (3.2"x2")

2. Candidates may not distribute the following types of campaign materials (MSS IOP VI.E.5.d.):
   a. No trinkets, candy, pens, or other items may be displayed or distributed.

3. At the I-18 meeting, distribution of curricula vitae and personal statements will be limited to the Candidate Forum Displays.
   a. Each candidate will be provided the following by AMA-MSS Staff:
      i. One 22”x28” white, foam-backed display board.
      ii. One display easel.
      iii. Tape to affix the materials to the display board.
   
   b. Candidates are expected to print their own materials.

   c. Candidates must comply with the following rules of display:
      i. All materials must fit within the borders of the 22”x28” display board.
      ii. All displayed materials must be in two-dimensions (i.e. no materials may project outward from the display board).
      iii. Only the following items may be affixed to a candidate’s display board exactly as they are shown in the digital A-18 Election Manual:
         1. Candidate’s personal statement.
         2. Candidate’s curriculum vitae.
         3. Candidate’s letter of endorsement by the Dean or Dean’s representative from the candidate’s medical school.
         4. Candidate’s letter of endorsement by staff of the state medical society from the state in which the candidate attends medical school.

4. Candidates can print out their own poster/display board in advance of the National Meeting as long as it adheres to the criteria outlined above.

5. Candidates will have up to three minutes to address the MSS Assembly at the allotted time in the official agenda followed by one (or more questions), with a one-minute response allowed per question. These times and questions are determined by the Governing Council. Time limits for speaking will be strictly enforced. (Adopted from MSS IOP VI.D.)

### III. Campaign Involvement

1. Per the MSS IOPs, only members of the MSS may be publicly involved with any candidate’s campaign. Your Speakers believe this provision encompasses public endorsements which are further restricted herein. (See MSS IOP VI.E..9.a)
   a. It is the responsibility of each candidate running for an elected position to ensure that any MSS members involved in their campaign are familiar with the policies outlined in the Speakers’ Ruling, codified in the MSS IOPs, and outlined in the AMA Constitution and Bylaws.

2. The following public endorsements will be permitted by your Speakers:
a. One (1) optional letter of endorsement by the Dean or Dean’s representative from the medical school that the candidate is enrolled in, and; one (1) optional letter of endorsement by a physician member on behalf of the state society from the state in which the candidate’s home institution is located.
   i. These optional letters of endorsement may be included in the Election Manual and may be displayed publicly on Facebook.
   ii. Pursuant to MSS IOP VI.E.9.c.i.1, during a national meeting, these items can only be publicly disseminated via the Election Manual and can only be publicly displayed at the Candidate Forum.

b. Endorsements of MSS members, Regions or organizations (including any specialty organization with voting representation within the MSS).
   i. In order to comply with this provision and avoid the possibility of an endorsement being called into questions, the endorsing entity must at minimum do the following:
      1. Follow the entity’s bylaws regarding issuance of official endorsements.
      2. Document that quorum was met when the voting occurred.
      3. Take and document the results of an official vote. Without such documentation, your Speakers may rule a declared vote of support invalid.
   ii. The optional letters of endorsement permitted by this section will not be included in the Elections Manual but may be displayed publicly on Facebook.
   iii. Pursuant to MSS IOP VI.E.9.c..ii.3, during a national meeting, these items cannot be publicly disseminated nor displayed, except on Facebook.

c. Regions may provide public support for a candidate. When speaking in official support of a candidate on behalf of an MSS Region, MSS Region Chairs must be sure that an official vote by the Region took place in accordance with the Region's bylaws for quorum and rules dictating official support.
   i. Although not required, it is strongly recommended to document results of the vote and quorum in case the legitimacy of the endorsement is questioned. Without such documentation, your Speakers may rule a declared vote of support invalid.
   ii. If a Region does not have bylaws specifying quorum or rules dictating official support, then they must contact your Speakers for guidance.
   iii. Regions may not vote to take an official stance prior to the meeting at which elections occur, with the exception being Regions where candidates attend medical school. Any such vote must occur within the campaign period defined in Speakers’ Ruling V.A.
   iv. Regions may not vote to oppose any candidate.

3. MSS Standing Committee members, MSS Convention Committee members (besides Rules), MSS Councilors, MSS Representatives and Liaisons to any AMA group or outside organization, AMPAC Student Advisory Board members, and Region Governing Council members except Chairs can endorse candidates as long as they do not endorse
a candidate while using or acting under the title of their respective leadership position.

a. These AMA leaders must maintain official neutrality when speaking in their leadership role, but they can endorse a candidate as an individual member of the MSS.

b. Any student holding a position in another Section or Council must disclose that they are speaking strictly as an individual MSS member, and not on behalf of a Section or Council they serve, and that the outcome of the election will have no impact on the execution of their duties.

c. These AMA leaders are permitted to wear campaign advertisements during meetings and to assist with candidate campaigns, with the following exception:
   i. MSS Reference Committee members are permitted to wear campaign advertisements but should remove them during the MSS Assembly business meeting.
   ii. MSS Standing Committee members should remove campaign advertisements when hosting programming sessions during the national meeting.

1. MSS GC members, MSS Rules Committee members, MSS Region Chairs, AMA GRAF, and MSS liaison to the BOT are not allowed to be involved in a campaign or to publicly endorse a candidate.

a. These AMA leaders must maintain absolute neutrality when it comes to campaigns and candidates and are **not permitted** to publicly endorse a candidate.
   i. Involvement in campaigns includes, but is not limited to, holding meetings, formally or informally, in a group or individually, to plan, advise, or discuss individual campaigns, unless all candidates are afforded equal access.
      1. These AMA leaders can fulfill this ruling by being accessible to all candidates that have questions or seek advice.
   ii. Public endorsement, as it pertains to campaigning shall include, but is not limited to:
      1. Wearing buttons and/or stickers during an AMA meeting
      2. 'Like'ing or stating support on any campaign webpage that is available to other AMA-MSS members (including Facebook campaign pages.) This does not apply to the Speakers, who may do so for the purpose of monitoring compliance to rulings.
      3. Speaking publicly in favor of or in opposition to any candidate.
      4. Any action that could be construed as using a leadership position to influence the election as determined by your Speakers.
   iii. Unless voted upon by their respective Region (see Speakers' Ruling 1.2.h.iii and III.2.b), MSS Region Chairs may not endorse a candidate through any means of communication through which AMA members receive official news from their MSS Region Chair, which includes but is not limited to e-mail, telephone, Facebook, and Twitter.

b. AMA leaders including MSS Region Chairs are encouraged to make information
about candidates available to their Region or state giving equal time to all candidates.

i. For instance, if someone in a leadership role as defined by Speakers’ Ruling III.4 shares a candidate Facebook page, the person must do it side by side with all other candidate pages with no signs of public endorsement of one candidate over another.

1. If any of the declared candidates do not have an equivalent page or mode of communication, then the leader sharing this information should at least include the other candidates’ names and available contact information.

2. These AMA leaders should also announce candidates that are declared after their initial communication. They should do this through the same mode of communication afforded to the other candidates.

c. AMA leaders including MSS Region Chairs are not prevented by the MSS IOPs from speaking privately about their personal opinions of a candidate as long as it is clear they are speaking as an individual.

i. Your Speakers suggest prefacing all private statements of support with the fact that they support the candidate as an individual and not as an AMA leader.

2. MSS Region leaders other than Chair are permitted to wear candidate campaign materials, as long as buttons, stickers, etc. are not worn while presiding over a MSS Region meeting.

3. MSS Regions are prohibited from having candidates present speeches at Region business/policy meetings, even if the candidates are members of said Region. The candidates should have enough opportunity to make their campaign known through their election materials, promotional materials, Candidate Forum, official speech as designated by the official meeting agenda, and availability to answer questions on Thursday, Friday, and Saturday morning. These avenues of communication should provide sufficient information for members to be able to make informed votes.

a. It is up to the discretion of Region Chairs whether or not to reserve time during their Region business/policy meeting for internal Region discussion of the campaign process and/or candidates. Candidates should not take part in these discussions.

b. Candidates are prohibited from contacting Regions to request time to speak during their Region business and policy meetings.

IV. Joint Campaigns and Elections

1. In order to provide a fair campaign and election process for all candidates, your Speakers require that all candidates campaign independently of one another.

2. No joint campaign materials (cards, buttons, pins, ribbons, etc.) nor joint campaign social media pages for joint candidate tickets will be permitted.

3. Each candidate can spend up to $1000 on their entire campaign, including, but not
limited to supplies, consulting fees, etc. (not reimbursed by the AMA). Normal costs of travel and lodging for attending the National Business meeting do not count toward this total. (See MSS IOP VI.E.6)

V. Campaign Period

1. No campaigning for any other election besides those elections taking place at the upcoming meeting will be permitted. The official campaign period shall be defined as starting the first day that applications are made available for MSS members to nominate their candidacy (See MSS IOP VI.E.2.c).
   a. All activities related to announcement of candidacy, endorsement, or campaigning, including but not limited to distribution of materials, communications, and speaking opportunities shall be limited to the campaign period defined above (See MSS IOP VI.E.2.d).
      i. Permissible communication outside of the campaign period includes, but is not limited to:
         1. Discussing one’s viability as a potential candidate with individual MSS members before deciding to declare candidacy.
         2. Assembling individuals to serve as a member’s campaign team, should they decide to run.
            a. Candidates should not enlist more than 14 members to be on their campaign team before the official campaign period begins. This allows for each candidate to incorporate an average of 2 members from each region into their campaign team prior to the official campaign period. There is no requirement for campaign team member to represent specific regions, so long as the total number of team members is no greater than 14.
            b. As part of these conversations, it is permissible for candidates to speak on their own behalf and announce their candidacy, for the purpose of recruiting these members to their campaign team, so long as their recruitment would not violate the 14 member limit.
            c. Members of a candidate’s campaign team may not reach out on behalf of a candidate to other members outside of the campaign period.
         3. Reaching out to current and previous MSS members individually for more information on the responsibilities of a position.
      ii. Your Speakers’ intent is to limit communication which could be interpreted as active campaigning or declaration of candidacy. Communication outside of the campaign period that is not permissible includes, but is not limited to:
         1. Publishing of a campaign Facebook page.
         2. Posts to social media declaring candidacy or intent to run for an elected position.
3. Distribution of campaign materials.
4. Coordinated outreach to multiple parties with the intent of declaring candidacy or garnering support.
   b. Members are encouraged to address questions about the permissibility of any communication to your Speakers and/or Chair of the Rules Committee prior to initiating said communication.

2. The Speakers’ Ruling from the preceding national meeting is in effect until the Speakers release the new Ruling for the meeting.
3. Any dispute about a provision in this Ruling being inconsistent with the MSS IOPs or AMA Constitution and Bylaws will be resolved by your Governing Council and promptly addressed by your Speakers.

VI. Campaign Platform

1. Although your Speakers do not want to constrain candidates’ new, and oftentimes innovative ideas, we strongly recommend that each candidate vet novel and wide-ranging campaign ideas thoroughly with your Speakers, other appropriate GC members, appropriate committees/counselors, and staff members before you begin to campaign.
   a. If at any time your Speakers feel that a campaign idea is inappropriate, or if an idea puts our AMA or any of its subsidiaries/divisions at jeopardy, your Speakers will rule it out of order.
   b. In order to comply with this section, your Speakers strongly recommend you discuss your novel ideas with us directly so that we can point you to the appropriate resources for proper vetting.
   c. Candidates running for any compensated position within our MSS, whether direct or indirect, cannot make campaign promises to redirect use of this compensation at any time or by any means during their campaign.

VII. Enforcement of Rules

1. Alleged infractions, including but not necessarily limited to violations of the Campaign Rules, should be reported in writing to the MSS Speakers, or to any member of the MSS Rules Committee. The individuals responsible for carrying out investigation of the infraction, aforementioned from here as the designated investigators, are appointed according to the MSS IOPs. (MSS IOP VI.E.13)
   a. Only reports made in writing will be considered to allege an infraction (texts or emails explicitly stating that they are not formal reports will not be considered formal reports.)
      i. The designated investigators will communicate the resolution of formal reports directly to all relevant campaigns.
   b. Any member should consider speaking with the designated investigator, or to any member of the Rules Committee, about suspected rules violations before filing a report. This will allow the designated investigators to clarify the interpretation of the rules when assessing a potential infraction.
   c. When the designated investigators or a member of the Rules Committee receives an allegation against a candidate or campaign, if it is the first allegation levied, depending on the gravity of the accusation as judged by the designated
investigators, said investigators may choose to consider and remedy the infraction informally.

i. The designated investigators are not required to communicate the resolution of informal reports directly to all relevant campaigns.

ii. Any further infractions reported will automatically be considered as a formal report.

d. The designated investigators will keep all reports of alleged infractions, whether formal or informal, in strict confidence to protect the participation of MSS members in this process.

e. Should your Speakers be the witness to an infraction, so long as they are eligible to conduct investigations, they may decide to resolve the situation informally, regardless of history of previous infractions. However, should the need arise for your Speakers to file a formal report, the MSS Chair with the Rules Committee Chair will be in charge of the investigation and the Speakers filing the report shall have no role in the investigation or adjudication of the violation.

2. Should an investigation be required, the designated investigator, in conjunction with the Rules Committee, shall be fully responsible for its conduct in accordance with the MSS IOPs (MSS IOP VI.E.13.b) and the below guidelines:

a. The designated investigators will inform the candidate of the nature of the allegations by email, telephone, or face-to-face discussion.

b. The designated investigators will ascertain the candidate’s interpretation of the rules with his/her account of the actions reported.

c. The designated investigators will obtain a list of people the candidate would like to be interviewed in the investigation.

d. The designated investigators will not proceed with an investigation until the candidate has had an opportunity to speak with the investigators, unless:

   i. The candidate cannot speak with the investigators within one week of initial contact, or

   ii. The election is scheduled to occur within one week.

e. Any concern about the validity and impartiality of the investigation conducted by the designated investigators may be appealed to the MSS GC by the candidate found to be in violation.

   i. MSS GC will then ensure that the investigation was done in good faith and the investigators’ ruling was appropriate.

   ii. The reporter and those who give testimony to the GC will remain anonymous.

3. For campaign violations that involve the inappropriate campaigning by MSS members who are not candidates themselves, your Speakers will determine the gravity of the allegations involved as either minor or major infractions.

a. For infractions deemed to be minor, such as inadvertent or unintentional mistakes, your Speakers would rather not penalize candidates for actions beyond their control.

   i. For a first infraction deemed minor by your Speakers, without investigation, written warning not identifying the offending party will be sent to all known candidates involved in the election.

b. Any infraction made by an MSS member deemed more serious (including, but not limited to, campaigning using any official AMA mode of communications such as listservs or campaigning for a candidate outside of the campaign period), or any subsequent violation by an individual that has already received a warning, will be dealt with as a major infraction via formal investigation as previously described in this section.
VIII. MSS Assembly Meeting

1. Any rules of procedure not specifically outlined in this Speakers’ Ruling, the MSS IOPs, or the AMA Constitution and Bylaws default to the parliamentary authority used by the AMA House of Delegates - the current edition of The American Institute of Parliamentarians Standard Code of Parliamentary Procedure (hereafter AIP).

   a. To approve Resolutions or other business not otherwise outlined in the Speakers’ Ruling or MSS IOPs, the following voting method on motions (adopted from AIP) will be followed in this order. This ruling is presented to keep the meeting efficient and timely. If there is any doubt with the results of a voting method, the Speakers will proceed down the list unless otherwise asked by members of the assembly for more careful voting methods. A motion must be presented for a Roll Call or Ballot vote - a majority vote is required to approve.

   b. **Voice.** A majority will be determined by the presiding officer.

      i. It must be stressed that only credentialed delegates/alternate delegates are allowed to vote by voice.

      ii. Motions to forego this method are in order and require a majority vote to carry.

   c. **Raising Placard.** (With/without delegate also rising.)

      i. The majority will be visually determined.

      ii. The majority will be physically determined.

         1. Tellers on the Rules Committee will count Delegates and report to the Chair of the Rules Committee. The Chair of the Rules Committee will make the announcement at the nearest microphone.

   d. **Roll Call.** Individual schools will be called upon to vote by stating, “yea”, “nay”, “abstain.” Delegates can also abstain by saying “present” or remaining silent when called upon.

   e. **Ballot.** Secrecy is implicit in a ballot vote. The use of a voting machine/clickers or any other method (plain pieces of paper without identifying markings) is considered acceptable.

2. **Division of Assembly:** Division of the Assembly defaults to raising placards in the air and/or standing with manual counting by Rules Committee. However, the Speakers reserve the right to visually determine the outcome of the vote before choosing to have manual counting by Rules Committee. If anyone is dissatisfied with the determination by the Speakers, they may request via Division to have the Rules Committee manually count.

3. The distribution of physical materials with the intent of promoting or opposing an item on the consent calendar is strictly forbidden.

   a. These materials include, but are not limited to, stickers, business cards, buttons, and flyers.

   b. Additionally, members should be prudent and courteous regarding the number and content of electronic messages, including but not limited to email, social
media profiles, phone, text message, and group chats, sent prior to the Assembly in regards to items on the consent calendar.

4. **Election Voting:** In the case of a tie between two candidates, a second round of voting will commence immediately after. If a tie persists in the second round of voting, the presiding officer will allow candidates the opportunity to give one-minute responses to one or more questions as determined by the Governing Council. A third round of voting will commence immediately after the one-minute responses. If a tie persists after 3 rounds of voting, per the MSS IOPs, the Speaker will cast a tie breaking vote. (MSS IOP X.F.3)

If you have any questions about this Speakers' Ruling, please feel free to email us at any time. We welcome any questions about election campaigns or about the MSS Internal Operating Procedures. Our highest priority is to provide a level playing field for all candidates, and to enforce the election rules in an impartial and transparent manner. Most of all, we want to encourage you to make the most of the unique opportunity to campaign for a national office. Have fun, meet as many new friends as you can, and realize that regardless of the outcome, you will benefit more than you can imagine just by having this experience. We look forward to seeing you in National Harbor, and best of luck to all the candidates!

Sincerely,

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