A Council of the American Association of Colleges of Osteopathic Medicine (AACOM)

2014-2015 Executive Board

National Chair Carisa Champion-Lippmann • AOA Board of Trustees Student Representative Amber Hull
• National 1st Vice Chair Tim Lemaire • National 2nd Vice Chair Krishna Patel
• National Secretary Kristen Balkam • National Treasurer Houston Lui • National Parliamentarian Jarrad Morgan • AOF Board of Trustees Student Representative Sarah Julane Wolff
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Student Government Presidents from
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What is COSGP?

A. The Council of the Osteopathic Student Government Presidents
B. Established in 1972 as an official council of the American Association of Colleges of Osteopathic Medicine (AACOM)
C. Serves as the official national representative voting voice of all osteopathic medical students
D. COSGP is the leading national representative voting voice of all osteopathic medical students
   a. Maintaining communication
   b. Dissemination of information
   c. Fostering student leadership
   d. Mechanism for the exchange of ideas
The Purpose and Goals of COSGP

A. To assemble student leaders from each college of osteopathic medicine (COM)
B. To collaborate on issues affecting all osteopathic medical students
C. To foster the exchange of ideas, information, and problem solving affecting individual colleges of osteopathic medicine
D. To effectively communicate and represent the osteopathic medical student perspective to professional and educational organizations including AACOM, AOA, NBOME, and other relevant organizations
E. For a list of all major osteopathic organizations/state societies and their acronyms, please visit: http://www.osteopathic.org/inside-aoa/about/Documents/acronym-list.pdf
F. To encourage professional development and leadership among osteopathic medical students
G. To support and promote the principles and pride of osteopathic medicine among osteopathic medical students and the American public
H. To execute the Strategic 3 Year Plan of being recognized as the national leader and voice of osteopathic medical students, working to strengthen the osteopathic profession by continuously representing and empowering students

The Osteopathic Pledge of Commitment

A. As members of the osteopathic medical profession, and in an effort to instill loyalty and strengthen the profession, we recall the tenants on which this profession is founded - the dynamic interaction of mind, body, and spirit; the body’s ability to heal itself; the primary role of the musculoskeletal system; and the preventative medicine as the key to maintain health. We recognize the work our predecessors have accomplished in building the profession, and we commit ourselves to continuing that work.

B. I pledge to

   a. Provide compassionate, quality care to my patients
   b. Partner with them to promote health
   c. Display integrity and professionalism throughout my career
   d. Advance the philosophy, practice and science of osteopathic medicine
   e. Continue life-long learning
   f. Support my profession with loyalty and action, word and deed; and
   g. Live each day as an example of what osteopathic physicians should be
COSGP Organization Structure

A. COSGP has 14 elective board members (these members cannot vote)
   a. Elected – Chair, AOA BOT student delegate (alternate every other year with SOMA), 1st Vice Chair, 2nd Vice Chair, Secretary, Treasurer, Parliamentarian
   b. Appointed – Legislative Affairs Representative, Medical Education Representative, Research Representative, Public Relations/Website Representative, Programs Representative, Global Health Representative
   c. Ad Hoc Appointed - Communications Representative

B. Committees are comprised of all COSGP members and headed by at least one member of the Executive Board – you should have received an email stating each committee your school sits on, they are selected for the whole year before the July Meeting of every year
   a. Budget and Finance Committee (Treasurer)
      i. Organizes the AOA silent auction – COSGP’s biggest fundraiser
      ii. Creates COSGP’s annual budget
      iii. Alumni relations
      iv. Continuously work throughout the year to develop innovative and successful fundraisers, host speakers and plan financial leadership sessions to benefit the council as a whole
   b. Global Health Committee (Global Health Representative)
      i. Work to raise awareness of principles, issues and current events in the Global Public Health arena
      ii. Work with organizations such as DOCARE International, AMSA, SOMA, Osteopathic International Alliance (OIA), Bureau on International Osteopathic Medical Education and Affairs (BIOMEA), and the AOF to increase visibility for global health student opportunities
      iii. Work to continuously update the Global Health Facebook page with opportunities and information
   iv. Members – OSUCOM, WVSOM, RVUCOM, WesternU
c. Leadership Development Committee (1st Vice Chair)
   i. COSGP offers student leaders lectures and sessions to help forge the future leaders of the Osteopathic profession
   ii. Actively participate in planning the National Osteopathic Student Seminar (NOSS) at the OMED meeting
   iii. Members work to plan leadership development activities at COSGP meetings and develop a presentation for the annual Leadership Development Series during the January meeting
   iv. Members – TCOM, AZCOM, NYITCOM, LECOM-Bradenton

d. Legislative Affairs Committee (Parliamentarian and Legislative Affairs Representative)
   i. Research topics and resolutions that affect students and graduate medication education
   ii. Organize the National Osteopathic Student Caucus (NOSC)
   iii. Work to encourage students to become more involved in advocacy and their government activities
   iv. Members – RowanSOM, LMU-DCOM, KCUMB, ATSU-KCOM

e. Medical Education Committee (Medical Education Representative)
   i. Address issues in – school curriculum, NBOME exams, COMLEX Levels I, II, and III, Society of Osteopathic Medical Educators (SOME)
   ii. Members – KYCOM, UNECOM, PNWUCOM, CCOM

f. Public Relations Committee (2nd Vice Chair, Public Relations/Website Representative)
   i. Works to improve the public face of the osteopathic medicine
   ii. “What can Your Doctor D.O. for you?” Program
   iii. Manages the COSGP website, Facebook page, Twitter which offer study resources and access to the resources from all other COSGP committees
   iv. Create promotions for meetings and events
   v. Members – PCOM-GA, ATSU-SOMA, OU-HCOM, TUCOM-CA

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Research Committee (Research Representative)
   i. Finds and shares research resources and encourages students to participate in national conferences on research
   ii. Presents different aspects of the importance of research to the general council
   iii. Formulates surveys for student information – review how students prepare for licensure examinations for both Level 1 and 2, produces a research packet to accumulate the various opportunities for research across the country, and presents strategies to be successful in research during the clinical clerkship years
   iv. Members – VCOM-CC, CUSOM, WCUCOM, NSUCOM

Student Services Committee – (Secretary and Programs Representative)
   i. Organizes and facilitates various awards and community service projects throughout the year
   ii. Translating Osteopathic Understanding into Community Health (TOUCH) – honors students that commit to serve the community
      1. TOUCH year is from April-March
      2. Goal is to encourage and recognize osteopathic medical students to work towards improving the health of their local community through service
      3. A Google document is used to collect these hours from each school’s students
   4. Schools utilize TOUCH hours for recognition in various manners, from consideration for specific scholarships to inclusion of recognition on Dean’s letters
      a. Talk to other schools about what they do and work to increase TOUCH at your school
iii. Student DO of the Year (SDOY) – highlights the most influential student within your COM/SOM
   1. Job of COSGP delegates from September through December
   2. Goal is to acknowledge students who show exemplary commitment to their school, community, and the osteopathic profession
   3. Each school or COM nominates an osteopathic medical student for the SDOY award – nomination, essay, application (selection committee made of COSGP delegate, class chairs, a medical faculty member, a PhD faculty member, an additional student representative, and the dean)
   4. Of these nominations, one will be selected as the National Student DO of the Year – this person will be given $1,000 at the AACOM annual meeting in April

iv. Works to promote networking among clubs and organizations at different campuses in order to facilitate teamwork, foster friendships and enrich each student’s experiences

v. Members – LECOM-Erie/Seton Hill, TUNCOM, TouroCOM-NY, VCOM-VC

C. COSGP Delegation
   a. Each delegation is comprised of 2 members from each COM/SOM (usually SGA or DO Council president and an alternate)
      i. Please plan on these attendees being consistent throughout the year
      ii. ONLY two people are allowed to attend COSGP meetings and there will be NO swapping during meetings
         1. Only the two people listed on the roll call will be permitted to enter the meeting room
   b. Each school gets one vote
      i. During some more serious discussions, the Parliamentarian may limit debate to only the delegate for each school, as per Robert’s Rules of Order
      ii. Council consensus becomes the national student body voice
What does COSGP Do?

A. School and Special Reports
   a. School Reports – schools present reports on updates, accomplishments, and programs within their institutions (2 minutes)
      i. These are presented by each school in July
   b. Special Reports on unique programs/ideas – unique programs and initiatives are discussed to help increase awareness and help propagate similar concepts at other institutions (8 minutes)
      i. These are presented by each school once per year
      ii. October meeting
         1. **GA-PCOM, RVUCOM, DMUCOM, WCUCOM, WVSOM, OSUCOM, TUCOM-CA, PNWUCOM, OSUCOM, AZCOM, PCOM**
      iii. January meeting
         1. **NSUCOM, VCOM-CC, KCUMB, VCOM-VC, KYCOM, LECOM-Erie/Seton, MSUCOM, NYITCOM, UNECOM, OUH-COM, RowanSOM**
      iv. April Meeting
         1. **LECOM-Bradenton, TCOM, ATSU-SOMA, ACOM, WesternU, CUSOM, LMU-DCOM, TUCOM, CCOM, TouroCOM-NY, ATSU-KCOM**

B. Community Service – COSGP reaches out to provide service to help improve, educate, and treat the local community and region
   a. “What Can Your Doctor D.O. for You?” Program to publicize osteopathic medicine to both the community and pre-medical students
   b. Plan on participating in various service projects planned by the secretary at each meeting

C. Meetings allow us to bounce ideas off other colleges (examples: boards prep, community service projects, NOM week, etc.)

D. COSGP provides a collection of information for bigger issues pertinent to students – boards, politics, residency, etc.
What to Expect

Why Get Involved?

A. Reputation/pride and the ability to serve your peers in a national position
B. The ability to share the ideals of COSGP and use our ideas to advocate for other students

What to Expect in General

A. Meeting Timelines
   a. COSGP meetings are 3-4 days long, 4 times/year
      i. Summer meeting – Chicago, AOA HOD (July 15-17, 18-20)
      ii. Fall meeting – Seattle, OMED (October 24-26)
      iii. Winter meeting – COM/SOM (January 16-18)
      iv. Spring meeting – Ft. Lauderdale, AACOM (April 24-26)
         1. Transition meeting with Executive Board elections

B. What you should do before you attend
   a. Weekly emails from the Secretary through AACOMmunities
      i. Make sure your account is working and that both people who will be attending each meeting have accounts
      ii. Always make sure to respond when needed and distribute all information provided to your peers
   b. About 8 weeks out expect to receive the Roll call survey – this should be filled out by one COM student; it tells COSGP and AACOM who will be in attendance at each meeting
      i. Make sure it’s who WILL be in attendance (ONLY TWO) – you must be on roll call to count for elections
      ii. SEND PHOTOS every time someone changes between meeting so the Look Book can be updated, but please try to have the same two attendees at all meetings
   c. About 6 weeks out expect the afterhours events survey from the Programs Representative in one of the Secretary’s weekly emails
      i. This will have a list of all COSGP after hours events and their costs
      ii. You will need to RSVP for each student attending; payment will be expected to the Programs Representative during meetings
   d. Make sure to sign up for associate conference (FREE for students)
e. Book your hotel ASAP as they fill up quickly — it is much more convenient to stay at the hotel the meeting is occurring at if possible
f. Book your flight (if necessary) — we recommend arriving in the afternoon the day before as there is always a meet and greet that night
   i. Also, try to plan on not leaving the conference the last day until after 12pm

C. General Meeting Agenda
a. Generally will last from 7:30am-6:00pm (with optional dinner and social networking opportunities after)
b. Reports (school or special)
c. Resolutions and bylaws discussions (following Roberts Rules of Order) – this prepares you for the AOA House of Delegates
   i. This is especially true at the July meeting
d. Lectures from NBOME, AOA, BOT, AACOM Lobbyists, DOCARE, AOF, CIR, etc.
e. Lectures on topics such as VSAS, Mastering Rotations, Student Services, Board of Deans, etc. (some of these will be presented by Executive Board members and their Committees)
f. Programs information (TOUCH and SDOY)
g. Committee meetings
h. Leadership Training (from the 1st Vice Chair and Leadership Development Committee)
**COSGP**

**COUNCIL OF OSTEOPATHIC STUDENT GOVERNMENT PRESIDENTS**

A COUNCIL OF THE AMERICAN ASSOCIATION OF COLLEGES OF OSTEOPATHIC MEDICINE

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### School Discussion

1. Make sure you check your emails before and during each meeting – you will receive a link for a survey to ask any questions you may have about any issues your school is facing or programs you would like to develop, etc.
   1. Each topic will be read aloud and the school presenting the issue may then further explain their issue/question
   2. There is then free discussion by the remaining schools on the issues
2. These questions are basically addressed in the order the Parliamentarian receives them, so try to get your questions in early!
3. Please feel free to be open and honest with these discussions
   1. For sensitive issues, you may ask the Secretary to leave any and all discussion “off the record”
4. This year we are adding “targeted school discussions” where the executive board will determine topics that need to have input from all/most schools to compare certain issues between schools (ex. curriculum issues, student opinion on certain issues, etc.)

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### After Hours Events – from dinner to sporting events to shows

1. NETWORKING is a key benefit of your involvement with COSGP, so take advantage of it – some of these networking opportunities will take place with members of the AOA, ACOM, AOF, NBOME, general COSGP council, etc.
2. Always be sure to dress appropriately – even when you are out at an afterhours event with just your fellow COSGP members, always remember to remain classy!
3. Talk with your Dean and Student Affairs before the conference as they will most likely also be in town and this could be a great opportunity for you to meet with them in a more social setting to lay some groundwork for your relationship the rest of the year
   1. Don’t forget to invite other members of your school who will also be in town for other organizations such as SOMA

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A Council of the American Association of Colleges of Osteopathic Medicine (AACOM)
What to Expect at the AOA House of Delegates

A. In addition to general expectations you may have, at the AOA House of Delegates (HOD) you can also expect to be very involved with both COSGP and your state societies evaluating the proposed AOA resolutions
   a. For more information visit: [http://www.osteopathic.org/inside-aoa/events/annual-business-meeting/Pages/default.aspx](http://www.osteopathic.org/inside-aoa/events/annual-business-meeting/Pages/default.aspx)

B. The National Osteopathic Student Caucus (NOSC)
   a. Prior to the COSGP meeting, the Parliamentarian and Legislative Affairs Representative work to go through the proposed resolutions and select the top 15 or so resolutions to gather student opinion on
   b. Prior to the NOSC, COSGP will work to fully prepare each COSGP delegate and alternate delegate to feel confident to professionally speak on the topics to be addressed
   c. The NOSC is an open forum for all students to discuss the top proposed resolutions; after discussion on a topic has finished a vote will occur and this vote will serve as the final opinion of the student body to the AOA on each of the matters discussed
   d. All students are invited to attend the NOSC, both in person and online
      i. The 2nd Vice Chair and Public Relations/Web Representative will soon be sending out a registration link along with the information on how students at home can log on to the live recording with accompanying Q&A ability
      ii. Begin working now with the rest of your council at home to plan a live viewing at your campus.
      iii. Work to garner student participation from your school in order to have as many students as possible have their input on the direction of the AOA
C. The COSGP Silent Auction
   a. Each of you has already been working to secure a donation from your school to the Silent Auction
   b. The funds raised from this auction primarily go towards the COSGP operations budget so that we can provide internet at our meetings, food, awards, etc.
      i. Some of the funds are also used to provide the Student Doctor of the Year scholarship and to cover expenses related to the TOUCH program
   c. These items will be on display outside the meeting room for the entirety of the HOD for anyone in attendance to bid upon, until the last day when the winners will be notified to collect their prize
   d. Plan on having at least one person from your school volunteer to sit at the tables for a couple of hours
      i. Typically, this will be the alternate delegate, as the delegate is also the student representative to the state society during the HOD meetings
      1. Delegates, consider switching out with your alternate so they can temporarily sit on the floor with the state society as well
      ii. Keep an eye out for future emails from the Secretary asking people to sign up to help with the Auction
      iii. Assistance will also be needed the last day of HOD to hand out prizes and package those that have not been collected and need to be shipped to the winners
   
D. Serving as student delegates to your state societies – everyone has different experiences with their state societies at the HOD
   a. Expect to possibly be contacted about meeting with your state society during breakfast(s) or dinner(s) to discuss the resolutions
   b. Some states will allow you to vote on your own and some states will expect you to vote with them as a unit
   
   e. You may also expect to receive more specific information prior to the HOD on how your state society plans to review the resolutions – some will even assign you a few resolutions to be “responsible” for understanding prior to meeting with them – typically they will also assign these same resolutions to several others so don’t be too concerned if you aren’t fully informed prior to meeting at the HOD
   d. If you feel uncomfortable, try to reach out to your Dean for more information
   e. The following is a statement from Amber Hull (Student Delegate to BOT) about her experience with her state society as an alternate delegate
As the AZCOM SGA 1st Vice President, I served as an Alternate Delegate during my first House of Delegates (HOD) meeting. Our SGA President was a Delegate and we took turns sitting with our state Delegate on the floor of the House. Arizona does not always vote as a block so there were a few cases when we had to decide on a Resolution and vote independently. It was exciting and a little intimidating! Having gone through the COSGP training on Robert’s Rules of Order and the National Osteopathic Student Caucus (NOSC), we both felt very prepared to serve in these roles. During the conference week, we were invited to go to dinner hosted by former AOA President and AOMA (Arizona Osteopathic Medical Association) member, Dr. Karen J Nichols. We continued to have a close working relationship with AOMA throughout our term as SGA officers. The HOD is an exciting meeting and I encourage COSGP members to volunteer to serve on reference committees. You can also attend reference committee meetings, which are debating a particular piece of legislation that you are especially interested in. If you have any questions about what to expect, feel free to reach out to me at amber.amaris@gmail.com. I look forward to seeing you all in Chicago!

E. Reference Committees

a. You may receive an email prior to the HOD asking you to consider applying as a student representative on a Reference Committee

b. These committees serve to split Resolutions into more topic specific categories for discussion and evaluation

c. This is a great opportunity to begin your work to continue your involvement with the profession

d. You will be sent the resolutions your Reference Committee will discuss in advance and you will only have a few extra meetings during the HOD portion of the meeting (after the COSGP meeting as ended)

e. Even if you apply and are not selected or you aren’t really interested in applying to specifically be a student representative to a committee, you are more than welcome to attend any of the committee meetings so please consider making sure you are at one you find interesting!
F. AOA/AACOM Forum
   a. At the AOA HOD every year, the COSGP Chair, 1st Vice Chair, 2nd Vice Chair are invited to meet with the leaders of the AOA and AACOM, along with student leaders from SOMA, to discuss major topics on the minds of students
   b. You have already received a survey link from our Secretary asking you what questions you would ask these leaders
   c. Soon, expect another link to a survey to forward to your peers
      i. We will work to compile all the questions, concerns, and information we receive and will do our best to have everything addressed at this forum
      ii. Please work to increase your school’s participation in this survey, as this is a rare opportunity!

G. Osteopathic Political Action Committee
   a. During the AOA HOD you will be offered a wonderful opportunity to attend a networking event held by OPAC
   b. If you wish to attend, make sure to set aside $50, as this is the price for student membership and you must be a member to attend
   c. This is a wonderful opportunity to continue networking and developing relationships with professionals currently working in the field

H. AOA Presidential Inauguration
   a. The last night of the HOD, you will be invited to the Presidential Inauguration (this year’s AOA President Elect is Dr. Robert S. Juhasz, graduate of KCUMB)
   b. This is followed by a semi-formal reception with dinner and dancing
   c. Pack semi-formal attire and plan on attending yet another wonderful opportunity!
What is Expected of You?

What You Should Know/Do Before you Attend

A. Make sure you read this document and glance at the welcome letters from the Executive Board
B. Prepare your school report and submit it NO LESS than 1 week prior to the meeting date
C. Check which committee you’ve been assigned to
D. Make sure to review the Resolutions when you receive them
   a. Publicize the NOSC to your school and organize a viewing party!
E. Before each COSGP meeting, you will receive an update from each Executive Board member through the Secretary – make sure you read these, they have a lot of valuable information on what COSGP is working on and what you can take back to your peers
F. Talk to your Dean and Student Affairs and make sure you know about how you will be refunded and exactly what is refunded for conferences – some students receive a per diem and some do not
   a. Make sure to check about the afterhours events as well – often the school will refund them, especially if dinner is provided
G. Be sure to download the AOA App to your phone – it has a lot of very valuable information updated daily

What is Expected of you at Meetings

A. Bring questions/concerns
B. Dress and behave professionally
   a. This includes being respectful of differing opinions
C. Be attentive and be prepared

What you Should Do After you Attend

A. After each meeting, you will receive a newsletter of information from the 2nd Vice Chair and Public Relations/Web Representative – PASS THIS ALONG TO ALL OF YOUR STUDENTS
   a. This newsletter will contain all the high yield information from the meeting that we want to make sure is passed on to your peers at the minimum – we will do our best to make sure it is simple for you to keep your peers informed
B. Host town-hall meetings/luncheons for your students to share the knowledge you gained from the various presentations and speakers
C. Keep in touch with your Committee and try to help however you can – many of the committees will be working on projects and presentations throughout the year and all help is greatly appreciated
D. Most importantly – keep in touch with your fellow COSGP members!
Professionalism

A. Attire – suits/business attire is mandatory; white coats can be brought but probably not necessary (possibly bring if you are hoping to have a headshot taken)
   a. Also bring more formal clothes for the OPAC reception and AOA President Inauguration Reception, and relaxed/party clothes for COSGP After Houses Events
      i. 2 semi-formal for Chicago – OPAC and AOA Inauguration Banquet
      ii. Again, don’t forget to stay classy even with the relaxed/party clothes

B. During meetings
   a. Computer use is only allowed a few moments a day with LIMITED study time
      i. Computers should be closed for all speakers not from within COSGP (even for taking notes); this includes IPADS and PHONES
         1. Limit texting during meetings to break times
      b. While speaking, you should be following Robert’s Rules of Order
         i. Any time you speak you must begin with your NAME and SCHOOL, followed by your comment
What to Tell your School

What to Do at Home

A. Do a presentation about COSGP and information provided to you by COSGP
   a. Talk to the 2nd Vice Chair and Public Relations/Web Representative about this, they have many resources to make this task very simple for you!
   b. Don’t forget to have your students follow us on Twitter and like both our Facebook pages
      i. Council of the Osteopathic Student Government
      ii. COSGP Global Health
   c. We encourage you and your student bodies to regularly visit cosgp.org for the most up to date information on events and resources for students

B. You will soon start receiving Action Alerts – don’t forget to send these out to EVERY student, as they don’t receive them unless you forward them!
   a. They are very simple – all you need to do is input your information one time and you can very easily begin advocating for issues that will affect you both as current students and future physicians

C. Bring back ideas to your council!
D. Help publicize SDOY and recognize the winner from your school
E. Work to increase awareness of TOUCH at your campus
F. If you need info, send out surveys to the COSGP listserv
G. Make all future president applicants at your school aware of COSGP duties
What to Tell your Students

A. COSGP is a great way to have a voice and share your concerns, comments, and solutions via the proper channels
B. Tell your peers to keep in close contact with you as their SGA president and explain to them how you work to advocate for them
C. Explain the numerous committees COSGP has and the various resources students are offered
D. Advocacy
   a. Explain that COSGP meets with our highest professional leaders and advocates, while also learning how the profession is working for you
   b. Work on increasing interest and participation in COM Day on the Hill in the spring – a lot of schools plan a school trip, consider trying this!

How do They Get Involved?

A. If they can, have them get active in student government
   a. Serve your class, serve your school, serve your state, serve your profession, serve your nation
B. SGA President can relay information to administration and COSGP
C. COSGP can relay information to AACOM

One Voice Can Make a Difference

A. Have your peers talk to your class/club president, they will convey concerns/comments to your Student Government Association (SGA) President
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