

Public Health Student Alliance Constitution

ARTICLE I - Preamble

These bylaws establish the Public Health Student Alliance and the procedures for its conduct of business. The Public Health Student Alliance aims to represent concerns of students in the School of Public Health and actively promote and participate in activities that educate the community about important public health issues.

ARTICLE II - Name

The name of the student organization shall be the Public Health Student Alliance (hereinafter referred to as PHSA)

ARTICLE III - Membership

Section 1.

Article III. Membership

Section 1. All registered students in the School of Public Health are eligible for PHSA membership. All student members are eligible to vote in general and committee elections and to hold office. PHSA shall not discriminate on the basis of race, creed, ethnic origin, sex, age, religion, political persuasion, sexual orientation, disability, veteran or marital status.

Section 2.

Article III. Membership

Section 2. Membership in PHSA is attained by attending any meetings and listing an email address to be on the email list that informs members of meetings and events. There are no fees associated with becoming a member. Members are identified by being on a PHSA email list and by attending meetings throughout the year.

Section 3.

Article III. Membership

Section 3. There is no formal membership process to PHSA and therefore no formal withdrawal process either. Members are able to voluntarily withdraw at any time throughout the year by simply no longer attending meetings and/or asking to be removed from the email list.

ARTICLE IV - Officers

Section 1.

Article IV. Officers

Section 1. The officers of PHSA shall direct the general policy and purposes of the organization. There shall at least 7 officers with the following titles and duties:

1. 1 Chair – The Chair of PHSA shall govern the organization by establishing rules of conduct, calling meetings of the membership, authorizing expenditures, and filling vacancies in officer positions.

2. 1 Co-Chair - The Co-Chair of PHSA shall be responsible for all above duties in absence of the elected Chair. The Co-Chair is also responsible for maintaining the PHSA

website by periodically updating the site with lists of previous and upcoming activities, pictures, and general information about the organization.

3. 1 Secretary – The Secretary shall be responsible for securing locations for membership meetings, taking attendance and recording minutes at meetings, and typing and filing a record of the minutes. The Secretary will also be responsible for making the membership aware of meetings through emails.

4. 1 Treasurer – The Treasurer's duties include preparing and keeping track of the PHSA budget through interactions with the Student Accounts offices. They shall be in charge of summarizing what funds are available for various activities and will oversee the expenditure and disbursement of PHSA funds.

5. 1 Public Health Initiatives Committee Chairs – The Chair of the Public Health Initiative Committee shall raise awareness of important public health issues through education, panel discussions, activities, and networking with major public health organizations. They shall be responsible for developing and executing, with the help of committee members, at least two events per semester that promote relevant public health issues.

6. 1 Community Service Committee Chair – The Community Service Committee Chair shall be responsible for creating opportunities for PHSA members to participate in service activities that enhance public health. They must be in contact with community members to find and develop these ideas and be in charge, with help from their committee members, of coordinating at least two events per semester.

7. 1 Social Committee Chairs – The Chair of the Social Committee shall serve to bring together students in the various departments at the School of Public Health through various social activities. They will also prepare an end-of-the-year party for all graduating students.

Section 2.

Article IV. Officers

Section 2. The Executive Board will be comprised of at least 7 officers – 2 Chairs, 3 Committee Chairs, 1 Secretary and 1 Treasurer. These elected officers will be responsible for maintaining the principles of PHSA through activities that promote the mission outlined in Article I. All Board members will keep a binder detailing contact information and procedures used when planning events and completing above-listed duties.

Section 3.

Article IV. Officers

Section 3. Members of the Executive Board will select a Faculty Advisor each year. The Faculty Advisor functions to facilitate and maintain communication between faculty and PHSA, as well as providing any necessary administrative support to forward the work of PHSA. This representative may serve an indefinite number of terms.

ARTICLE V - Executive Council

Section 1.

Article V. Executive Council

Section 1. Any member of PHSA who has attended at least 3 meetings in the previous semester is eligible to hold a position on the Executive Board.

Section 2.

Article V. Executive Council

Section 2. Members who would like to become officers must submit a request to the Chairs of PHSA for the particular position in which they are interested. Two spots are available for all Chair positions and Webmasters, while only one spot is available for the positions of Secretary and Treasurer. If more members apply than are spots available, a vote will occur. This will occur during a PHSA membership meeting and be a closed-ballot vote in which members write down the name of who they would like to fill each position. However, if only enough people have applied to fill all positions, no vote is necessary. A new Executive Board is elected every January, and terms run from until the following January.

Section 3.

Article V. Executive Council

Section 3. Officers assume their positions immediately following elections. Previous Board members will still be present to help with the transition to a new governing Board and will give new Officers all information and paper work needed to complete their tasks.

Section 4.

Article V. Executive Council

Section 4. The Faculty Advisor does not take part in the election process but is welcome to giving suggestions on the procedures of the organization

ARTICLE VI - Quorum

Section 1.

Article VI. Quorum.

Section 1. Fifty-one percent (51%) of the total Senate membership shall constitute a quorum.

Conducting business: All business conducted in the Senate, without a quorum being present is considered null and void.

ARTICLE VII - Parliamentary Procedure

Section 1

Article VII Parliamentary Procedure

Section 1. Robert's Rules of Order Revised shall be followed by the organization in all cases involving parliamentary procedure when it does not conflict with the constitution.

Section 2

Article VII Parliamentary Procedure

Section 2. The rules may be suspended by two-thirds vote of the present membership.

ARTICLE VIII - Amendments

Section 1.

Article VIII. Amendments

Section 1. Any PHSA member may request an amendment of these bylaws by presenting such a request to the Chair(s) of the organization. The issue of the amendment will be reviewed by the Executive Board and placed on the agenda for the next membership meeting. Members will vote to consider it and open discussion regarding the proposal will occur at this meeting. Amendments to bylaws shall be adopted by a two-thirds majority vote of the PHSA membership at the following membership meeting.

Section 2.

Article VIII. Amendments

Section 2. Any member of PHSA who has attended at least 3 meetings each semester may propose an amendment. They must follow the guidelines as stated in Article VII Section 1 to represent their proposal.

Section 3.

Article VIII. Amendments

Section 3. The proposed amendment must be given to the Executive Board at least 7 days before the next membership meeting in order to be placed on the agenda. After review by all members of the Executive Board, it shall be placed on the agenda and reviewed at the next membership meeting. The issue of considering the amendment will be voted on and the proposal will be open to discussion. At the next membership meeting, the amendment will be presented and voted upon. It can be approved by a two-thirds majority of those students voting. It will be adopted and implemented as soon as possible depending on the topic of the amendment.

Article IX. Removal of Membership

Section 1.

Article IX. Removal of Membership

Section 1. Officers who fail to comply with the rules and regulations of PHSA or with their responsibilities can be subject to removal from the Executive Board.

Section 2.

Article IX. Removal of Membership

Section 2. Issues with Officers will be first discussed with the Officer him/herself. If the problems continue, removal of officers will be discussed by other members of the Executive Board and voted upon. A majority vote will be approved and the Officer in question will be asked to give up their position and taken off the email list as well as the list of Board members.

Section 3.

Article IX. Removal of Membership

Section 3. Members of PHSA who do not comply with the rules or regulations of the organization, or in any way hamper the efforts of PHSA to achieve goals stated in Article II Section 1, can be asked to leave the organization.

Section 4.

Article IX. Removal of Membership

Section 4. Members who need to be removed from PHSA will be personally requested to do so by the Chair(s) of the organization. They will be taken off the email list as well.