

Public Health Student Organization Constitution

Constitution of the Public Health Student Organization (PHSO) for the Northwest Ohio Consortium for Public Health (NOCPH)

PREAMBLE

We, the members of the Public Health Student Organization (PHSO) hereby establish this constitution on September 28, 2006

ARTICLE I. Name

1. The name of this organization shall be Public Health Student Organization (PHSO), which has no affiliation of any kind with any other organization.

ARTICLE II. Purpose

The purpose of the Public Health Student Organization (PHSO) is to serve as a professional and social organization for the students of the Northwest Ohio Consortium for Public Health (NOCPH); to participate, with the guidance of the faculty and Directors of NOCPH, in community alliances with health-related organizations, agencies and associations; and to act as a liaison between the students, the faculty, and Directors of NOCPH.

ARTICLE III. Membership Qualifications

1. Membership Qualifications

A. The Public Health Student Organization (PHSO) does not categorically deny membership to an individual based on race, color, religion, sex, age, national origin, sexual orientation, veteran's status, or the presence of a disability. Persons obtain membership by supporting all functions of the organization through attending meetings and serving on committees. Voting members shall be defined as members who are currently enrolled NOCPH students and who are in good standing with the Public Health Student Organization (PHSO) and have supported the functions of the organization.

B. New members are welcome throughout the year. New members must contact the President or Vice President after attending their first meeting. The President or Vice President must explain to the new member the rules of the student organization, which are taken from the constitution, and make sure she or he understands and agrees to abide by them. If she or he agrees to abide by the rules of the constitution, then she or he is considered a member of the Public Health Student Organization (PHSO)

C. There is currently no general fee to become a member of Public Health Student Organization (PHSO)

ARTICLE IV. Election of Officers

1. Election of Officers

A. Only currently registered students may hold office and solicit funds on campus on behalf of a registered student organization. Officers of the organization shall not be on academic probation. Officers must be members for at least one semester prior to election.

B. Officers shall be elected by a majority vote of the eligible voting members. Elections will be held on an annual basis during March, at a meeting comprised of a quorum (40%) of the organization's members. Special elections may also be held as needed to fill executive committee vacancies.

C. All voting shall be done by secret ballot.

D. Elections shall take place in the order listed in the constitution. Ballots shall be tallied and winners announced between each seat that is up for election. This will ensure that those who are interested in holding office, but who may not win the position first sought, can run for an alternative seat once the results have been announced.

E. Officers shall serve for the academic year following their election.

F. Elections will be held annually during March.

2. Removal of Officers

Any officer who violates the organization's purpose or Constitution, injures the organization, or fails grievously to fulfill duties as stated may be removed from office by the following process:

A. Written notification to the officer of the request, asking the officer to be present at the next meeting prepared to speak in her/his own defense;

B. Written notification to the membership; and

C. Seventy-five percent of the voting membership must be in attendance to vote on the removal of an officer. A two-thirds majority vote of members present is necessary to remove the officer.

4. Removal of Members

Any member who violates the organization's purpose or Constitution or injures the organization may be removed from office by the following process:

A. Written notification to the member of the request, asking the member to be present at the next meeting prepared to speak in her/his own defense;

B. Written notification to the membership; and

C. Seventy-five percent of the voting membership must be in attendance to vote on the removal of a member. A two-thirds majority vote of members present is necessary to remove the officer.

4. Replacement

Should an officer resign or be removed, a special election will be held one week after written notification to all voting members.

5. Officer Titles and Responsibilities

A. The Executive Committee of the campus unit shall be comprised of the President, Vice President, Finance (Treasurer) Chair, and Secretarial Chair

B. Duties and responsibilities of Executive Committee:

President: The President presides over general meetings; acts as a spokesperson for the group; chairs the executive committee; acts as a liaison to faculty, administration, the external advisory committee, and the Faculty/Staff team; and is ultimately accountable for the recruitment of new membership.

Vice President: The Vice President works with the President as a trainee for the position the following year (optional). The Vice President is also responsible for recruiting the faculty and staff team.

Finance Chair (Treasurer): The Finance Chair is responsible for handling all accounting for the group, submitting budget proposals, applying to the school for grants or other funding, and planning at least two fundraisers a year. The Finance Chair reports on the status of the accounts at each meeting.

Secretarial Chair: The Secretarial Chair is responsible for keeping the minutes for each meeting and submitting them to the group email list and President.

ARTICLE V. Meetings and Procedures

1. Member in Good Standing/Voting Eligibility

A. The Public Health Student Organization (PHSO) shall hold at least one meeting every month during the school year at a time selected at the beginning of the school year.

B. Members who attend at least 50 percent of the regularly scheduled meetings, are enrolled in the campus at a graduate level during the academic year, and have been members for at least 30 days are considered members in good standing and are eligible to vote on organizational matters and in local campus unit elections.

C. Non-members and non-students are welcome to observe and participate in open campus unit meetings, but may not hold offices or vote on organizational issues or in elections.

E. The quorum for this organization to conduct business for every meeting is the President and/or Vice President present with at least two other members present.

2. Meetings

Regular group meetings will occur on a monthly basis at a time to be selected at the beginning of each academic year.

Special meetings may be called by the President or Vice President for important matters as deemed necessary by the Officers.

Article V1. Faculty and Staff Advisors

1. The organization shall establish a faculty and staff team of advisors
2. The faculty and staff team are suggested to come to a meeting bi-monthly to see how the organization is functioning. This is only suggested, not mandatory.

Article V11. Standing Committee

1. There are no standing committees for this organization. However, ad hoc committees may be formed at the discretion of the President or Executive Committee to attend to any situations that may become necessary for the organization to consider.

ARTICLE VIII. Parliamentary Authority

The rules contained in Robert's Rules of Order Revised shall govern the association in all cases to which they are applicable and in which they are not inconsistent with this constitution.

ARTICLE IX. Amendments

1. Amendments to the constitution are voted by consensus. If consensus cannot be found, it will be a 2/3 majority vote.