

**CONSTITUTION FOR THE
ALUMNI SOCIETY OF THE OHIO STATE UNIVERSITY
GRADUATE PROGRAM IN HEALTH SERVICES MANAGEMENT AND POLICY**

ARTICLE I

NAME

The name of this organization shall be the Alumni Society of The Ohio State University Graduate Program in Health Services Management and Policy, hereinafter referred to as the Society.

ARTICLE II

OBJECT

This Society is formed to promote the advancement of the best interests of The Ohio State University College of Public Health, including the Graduate Program in Health Services Management and Policy by providing fellowship and the furtherance of professional relationships among the alumni, students, faculty, staff and friends of the Society. It shall be an integral part of The Ohio State University Alumni Association, Inc, (hereafter referred to as the Association), the official alumni organization of The Ohio State University (hereafter referred to as the University).

PURPOSE

The purposes of this organization shall be to:

1. Promote the objectives of The Ohio State University Graduate Program in Health Services Management and Policy (the "Program") which reflect a commitment to teaching, research, public service and continuing education.
2. Provide a mechanism to increase the professional knowledge and skills of the Alumni by communicating new developments within the Program and in the health administration profession.
3. Provide a mechanism for the Alumni to act in an advisory capacity to the Program Faculty.
4. Provide a mechanism to support initial career placement of new graduates and career development of Alumni.
5. Cultivate excellence in Health Services Management and Policy by the recognition of outstanding achievements of either Alumni or other individuals.
6. Provide and promote a continuing relationship of cooperation, understanding and fellowship among members of the various graduating classes, the faculty and the students of the Program.
7. Identify capable candidates for the profession of Health Services Management and Policy while providing counsel and guidance to such individuals.
8. Provide various means of financial support to the Program and its students.
9. Promote and support the mission of The Ohio State University Alumni Association, Inc.

ARTICLE III

MEMBERSHIP and DUES

Section 1: All persons who hold degrees awarded by the University including associate, bachelor, graduate, professional and honorary degrees, or are medical resident graduates from The Ohio State University who were part of/member of/or identified with the Graduate Program in Health Services Management and Policy for a minimum of one year, are eligible for membership in the Society, ~~and may hold office and vote on matters of the Society.~~

~~Section 2: All individuals who earn a degree from the Graduate Program in Health Services Management and Policy will be automatically designated as Basic Members of the HSMP Alumni Society with benefits as defined in the Society's Bylaws to include, but not limited to, the right to vote in HSMP Alumni Society elections.~~

~~Section 3: All individuals eligible for membership in the Society, including Basic Members, may become HSMP Alumni Society Sustaining Members by making an annual gift to an HSMP Alumni Society Development Fund in an amount defined by the Society's Bylaws. Sustaining Members will receive additional benefits as defined in the Society's Bylaws to include, but not limited to, the right to run for elected office in the HSMP Alumni Society.~~

Section ~~23~~: Such non-alumni who, by their interest and activity, have distinguished themselves by their work for the Society, may be entitled to honorary membership by special action of the Board of Governors of the Society. Honorary members may not hold office but are eligible to vote on matters of the Society as determined by the Board of Governors of the Society.

Section ~~34~~: Such non-alumni who express an interest in membership in the Society may be granted associate membership in the Society. Associate members may not hold office but are eligible to vote on matters of the Society as determined by the Board of Governors of the Society.

~~Section 4: Dues may be collected from each category of membership as defined in the Constitution and Bylaws. Dues shall be levied in accordance with the schedule established by the Board of Governors of the Society. Members who have not paid current dues shall be declared Inactive in accordance with the Bylaws.~~

~~Section 5: Based upon an individual case review by the Society's President, President-Elect and Alumni Society Director, dues may be waived for a specific time period, usually during a job transition, when a member makes such a request.~~

Section ~~65~~: In order to retain Mmembership in good standing, for all categories of members are expected to includes is defined as having membership dues paid for the current year, representing the Society and Alumni Association in a positive manner, and abiding by the ethical and professional standards of the health services field.

ARTICLE IV

OFFICERS

Section 1: Officers of the Society shall consist of President, President-Elect, Past President, Secretary and Treasurer, all of whom must be Active- Active (Sustaining or Life) Members of the OSU Alumni Association.

Section 2: The duties of the officers shall be such as are generally exercised by such officers, and such as may be assigned to them respectively by the Board of Governors from time to time.

ARTICLE V

DUTIES of OFFICERS

Section 1: President: The President shall preside at all meetings of the Society, and shall be chairperson of the Board of Governors and an ex officio member of all committees.

Section 2: President-Elect: In the absence or disability of the President, or at the request of the President, the President-Elect shall perform the duties of the President. If the office of the President becomes vacant, the President-Elect shall become President for the unexpired term.

Section 3: Secretary: The Secretary shall have the custody of the names and addresses of alumni and other persons eligible for membership in the area provided by the Association. The Secretary shall record all changes, notifying the Association immediately of any additions or corrections to the list. The Society shall not release the list for political, personal, or commercial purposes. Any person violating this policy is subject to expulsion from office by the Board of Directors of the Association. Release of the list shall be made only on approval of the Association, subject to the constitution of the Association. The Secretary shall serve on the Membership Committee.

The Secretary shall send out all notices of meetings and shall send reports of all meetings and activities of the Society to the Association. The Secretary shall assist the President of the Society.

Section 4: Treasurer: The Treasurer shall supervise all receipts and expenditures and shall be ~~the~~ an ex officio member on the committee in charge of handling financial arrangements for meetings. If dues fees are charged, the Treasurer shall collect and disburse them subject to the approval of the Board of Governors. As requested, the Treasurer shall complete and submit annual financial forms to the Association. Additionally, he or she shall complete and submit any documents that may be required by the Internal Revenue Service.

Section 5: Past-President: The Past-President shall advise the President of the Society and may serve as chair of a committee, as provided for by the Society Bylaws.

Section 6: Any officer may also serve as a committee chair with the approval of the Board of Governors provided the duties of both roles are adequately fulfilled.

ARTICLE VI

BOARD OF GOVERNORS

Section 1: The Board of Governors, all of whom must be ~~Active~~ Active (Sustaining or Life) Members of the Association, shall consist of:

- a. Above-named Society officers
- b. Immediate Past President
- c. Up to eight members at large elected to the board by the membership of the Society as outlined in Article IX
- d. President/CEO of the Association, or the President/CEO's designee, as an ex officio, without a vote
- e. Dean of the College of Public Health as an ex officio, without a vote
- f. College of Public Health representative to The Ohio State University Alumni Advisory council (if applicable) as an ex officio voting member
- g. Coordinator of Alumni Relations for the College of Public Health as an ex officio, without a vote
- h. Student representative(s) selected by the board to serve as a voting member

- i. Chairpersons of the Society's committees as provided for in the Society Bylaws
- j. HSMP Division Chair and MHA Program Director as ex-officio, without a vote
- k. HSMP Executive Program representative (if applicable)

Section 2: The Board of Governors shall have full power to fill all vacancies.

Section 3: The governance of the Society and the direction of its activities shall be vested in the Board of Governors.

Section 4: A meeting of the Board of Governors must be called by the President of the Society upon written request of at least three members of the Board of Governors.

Section 5: The Board of Governors shall hold at least two meetings per year with any additional meetings at the discretion of the President.

ARTICLE VII

MEMBERSHIP MEETINGS

Section 1: At least one member meeting must be held each year. Failure to comply with this provision shall make the Society charter subject to revocation by the Association.

Section 2: There shall be such other meetings each year as the President, with the approval of the Board of Governors of the Society, deems desirable.

Section 3: The President of the Society must call a membership meeting upon the written request of at least five percent of the members of the Society. Upon failure of the President to call such a meeting within ten days of such request, the meeting may be called by any other officer or member of the Board of Governors, or by the petitioning members. In such instance, the President/CEO of the Association shall be notified, and the President/CEO shall send due notice of the time, place and purpose of the meeting to all members of the Society.

Section 4: Where this Constitution fails to provide authority for procedure, *Roberts Rules of Order* shall be used.

ARTICLE VIII

COMMITTEES

Section 1: The President of the Society shall appoint the following standing committees with the approval of the Board of Governors:

- a. Meetings and Programs: It shall be the function of this committee (also known as the Management Institute Committee) to organize the primary meeting of the Society; plan the program; obtain the publicity for it; and to get notification by mail, electronic means or phone, to the members of the Society
- b. Membership: It shall be the duty of this committee to check the names of all eligible for membership with the President/CEO of the Association and to use all means possible to encourage ~~non-members~~ Basic Members to do their share in furthering the interest of the College of Public Health and specifically, the HSMP Program, by joining The Ohio State University Health Services Management and Policy Alumni Society as Sustaining ~~Members~~ Members. The committee will also encourage ~~Active~~ Active (Sustaining) Membership in the Association, whenever possible.

Section 2: The President of the Society, with the approval of the Board of Governors, shall appoint such additional committees as in the President's judgment the interests of the Society may require, and may prescribe the duties of such committees.

ARTICLE IX

ELECTIONS

Officers and Members at Large on the Board of Governors shall be elected each year by the **active** members and shall hold office until their successors have been qualified and elected. Terms and term limits are established by the Society's bylaws, as approved by the members as provided for in Article X.

ARTICLE X

BYLAWS

The Society is permitted to establish bylaws at any regular board meeting of the Society, a quorum being present, by a two-third vote of all board members present, provided that notice of such proposed bylaw(s) shall have been communicated via mail or electronic means to each board member at least ten days before such meeting. No amendment or addition to the bylaws can be made which is not in harmony with the Society constitution or is contrary to the constitution of the Association.

ARTICLE XI

ADOPTION

This constitution shall be officially adopted upon its approval by a majority vote of the members of the Society in attendance at any regular or special meeting of the Society. It shall take effect upon the granting of the charter of the Board of Directors of The Ohio State University Alumni Association, Inc., authorizing its functioning as one of the official alumni constituent societies of The Ohio State University.

ARTICLE XII

AMENDMENTS

This constitution may be amended by a majority vote of the total votes cast in a manner decided upon by the Board of Governors of the Society. No amendments shall take effect until duly approved by the Board of Directors of The Ohio State University Alumni Association, Inc.

RATIFIED JULY 1971

AMENDED OCTOBER 1978

AMENDED OCTOBER 1981

AMENDED SEPTEMBER 1987

AMENDED OCTOBER 1994

AMENDED DECEMBER 1997

AMENDED JULY 2000

AMENDED MARCH 2004

AMENDED JULY 2006

| AMENDED APRIL 2014