

University of Rhode Island Public Health Club

RIPHA Chapter

Constitution and Bylaws

ARTICLE 1

Name of the organization

Section 1

The name of the organization shall be the “University of Rhode Island Public Health Club” (URIPHC / PHC)

ARTICLE 2

Purpose

Section 1

The purpose of this organization shall be to improve public health on campus and in the surrounding community.

Section 2

This organization accepts that all activities of this organization shall be non-profit in nature. ☆

Section 3

This organization accepts and understands that acts of the URI Student Senate shall take precedence over those of any recognized student organization of the University of Rhode Island. ☆

ARTICLE 3

Mission, Goals, Values

Section 1

The mission of URIPHC is to advocate for, promote, and improve public health on campus and in the surrounding community. To accomplish this mission, four guiding goals are followed.

Section 2

Goal I- Fulfill the mission statement through a project based design

Goal II- Advocate for public health on campus, in the surrounding community, and in the region via an advocacy committee or project

Goal III- Address relevant public health news at meetings

- a. Discuss how to incorporate implications of news into projects

Goal IV- Adapt and progress to remain efficient, effective, and relative

Section 3

Project Based Structure-

1. Decide
 - a. As a club, discuss relevant public health issues
 - b. Choose which issue will be the basis of the project
2. Prepare
 - a. Form a committee to oversee each project
 - b. Collaborate with other clubs or organizations, when applicable to project
 - c. The e-board and committee lead drafting of the “Project Plan”
 - i. Each Project Plan includes: Topic, Rationale, Project Committee, Goals, Objectives, Timeframe, and Implementation
 - d. Seek jurisdiction/clearance from admin., when applicable to project
 - e. Obtain and prepare any necessary materials or services
3. Execute
 - a. Carry out the project
4. Terminate
 - a. The project committee and e-board write a ‘Project Report’
 - i. Each Project Report includes: Sequence of Events, Strengths, Weaknesses, What Could be Better, and Future
 - b. The entire process from ‘Decide’ to ‘Terminate’ repeats with a new public health issue

Section 4

URIPHC Values:

- Service to the school and community
- Respect
- Progression
- Education
- Reduce, Reuse, Recycle
- Teamwork
- Integrity
- Communication

Section 5

This organization shall not discriminate against any person on the basis of race, color, sex, sexual orientation, age, handicap, national origin, religious affiliation, or religious belief. ☆

ARTICLE 4

Membership

Section 1

To be considered a full member of this organization, an individual must attend at least one meeting per semester. Any undergraduate student of the University of Rhode Island who is required to pay the Student Activities Tax shall be eligible to full membership in this organization. Non-matriculated students, graduate students, faculty and other members of the URI community shall be eligible for associate membership. ☆

Section 2

Each person who is a full member shall enjoy all rights and privileges of membership including but not limited to the right to be present and to make and second motions at meetings of the membership, to vote on questions and elections before the membership, and to hold office when duly elected. Each person who is an associate member shall enjoy all rights of a full member except the right to vote, hold office, or receive special benefits paid for with student activities dollars, (i.e., subsidized trips, etc.). ☆

Section 3

Any member may be expelled for any negligent or malicious act which is detrimental to the purposes and principles of this organization by two-thirds (2/3) vote of the full members present at any meeting after careful consideration of the facts and after hearing the response of the accused member in person at a meeting of the membership not less than two weeks after written notice of the charges preferred has been received by the accused. Negligent acts include, but are not limited to, violations of the laws of the State of Rhode Island, and URI Student Senate and Memorial Union Board of Directors policies. All expulsions may be appealed by the expelled member to SOARC but, until the appeal is decided, the accused shall not enjoy the rights or privileges of membership. ☆

ARTICLE 5

E-Board Officers

Section 1

The officers of this organization shall be: President, Vice President, Personal Relations Officer, Secretary, and Treasurer.

Section 1

The two elected officers with signatory power at all times are the President and Treasurer, this is required by Senate. These officers shall perform the duties prescribed by this constitution and by parliamentary authority adopted by this organization. ☆

Section 2

Any officer missing 3 meetings without justification will be removed and an election will be held for their position.

Section 3

Officers must be elected each year in the spring semester by April 1st unless special privileges are granted by SOARC. ☆

Section 4

These officers shall serve for a term of one year beginning at the close of the annual meeting or until their successors are elected. Each officer may be re-elected to the same office any number of times. ☆

Section 5

If any office becomes vacant as a result of resignation, removal, study abroad, or other cause, the members shall fill the vacancy at the next regular meeting after the vacancy arises. The remaining officers may, by majority vote, designate any eligible full member to act in the capacity of the vacant office until the vacancy is filled.

Section 6

No person shall hold more than one office at a time within the same organization. ☆

ARTICLE 6

E-Board Duties

Section 1

The president shall:

- Moderate meetings
- Serve as ex-officio on all committees
- Appoint committee chairs ☆
- Decide meeting dates
- Call to order and adjourn meetings
- Finalize each Project Plan
- Finalize each Project Report
- Be the clubs signatory (along with treasurer) ☆

Section 2

The vice president shall:

- Serve in all president capacities in the absence of the president

- Organize elections ☆
- Act as a conduit between the administration and URIPHC when needed
- Lead current public health news discussions

Section 3

The secretary shall:

- Keep attendance of all meetings ☆
- Keep notes of all meetings ☆
- Keep and post minutes of all meetings ☆
- Make all correspondence from e-board to members

Section 4

The treasurer shall:

- Maintain financial balance ☆
- Arrange for any payments URIPHC will make ☆
- Make a brief report on the club balance each meeting
- Be the clubs signatory (along with president) ☆

Section 5

The Public Relations member shall:

- Maintain social media accounts
- Lead recruitment of new members
- Make the school community aware of each pending project

ARTICLE 7

Meetings

Section 1

Before each semester begins, the current e-board will decide meeting location, time, and dates. A minimum of one meeting per month is required. ☆

Section 2

If five full members or majority of e-board request a special meeting, a special meeting shall be held with at least a two day notice to all members.

Section 3

Project committees can hold special meetings if deemed necessary with a committee majority. A two day notice to all members is required.

ARTICLE 8

Finance

Section 1

All financial expenditures and commitments shall be jointly authorized by the signatures of the President and Treasurer. It shall be the duty of the Treasurer to maintain accurate records of the financial status of the organization. ☆

Section 2

All organizational money shall be held by the Student Senate accounting system, without exception. If URIPHC becomes unfunded, the organization may keep money in private group accounts with permission of the finance chair. ☆

Section 3

The organization may charge dues to each member per semester, or financially compensate members for fulfilling position duties, subject to the discretion of SOARC. ☆

ARTICLE 9

Elections

Section 1

Elections for officers and for committee chairpersons shall be decided by majority vote of the full membership and shall be conducted by secret ballot. Write-in votes shall be permitted on the ballot and shall be deemed valid if the intent to vote for a specific candidate/position is clear. ☆

Section 2

Any voting member may nominate any undergraduate student, currently in good academic standing, for any office or elected position. In the case of regular elections, nominations shall be opened at the last regular meeting before the annual meeting and shall be closed at the annual meeting. In the case of an election to fill a vacancy, nominations shall be opened at the first regular membership meeting after the vacancy occurs and shall be closed at the next regular membership meeting thereafter. ☆

Section 3

Immediately upon the close of nominations, an election shall be held. If any election has only one candidate, that person must still face election by ballot, and shall be liable to defeat by write-in votes. If no candidate receives a majority on the first ballot there shall be no election and the ballot shall be repeated as many times as is necessary until a candidate is elected by majority. Each ballot after the first shall include the name of all nominees who do not themselves withdraw. Refer to Ballot Outline in this club's Google Drive account. ☆

ARTICLE 10

Rhode Island Public Health Association

Section 1

The URIPHC is officially a chapter of the Rhode Island Public Health Association.

ARTICLE 11

Changes to the URIPHC Constitution

Section 1

The URIPHC shall retain the right to amend/change this document and is encouraged to do so.

- Changes to the constitution shall be presented in writing at a regularly scheduled meeting. If a portion of the constitution is being replaced, that language shall be part of the presentation.
 - An affirmative 2/3 vote from full members is needed to pass the amendment/change.
 - The new constitution must be submitted for review by SOARC ☆
 - Upon SOARC confirmation, e-board members must sign the revised Constitution and create new document in this clubs Drive with updated version number
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☆ = Indicates parts of the constitution that are dictated by URI Student Senate and will be difficult to change.

E-Board Recognition of Constitution

Date: _____

Version: _____

X _____

X _____

X _____

X _____

X _____