ASSOCIATION OF NATIVE AMERICAN

**MEDICAL STUDENTS AT THE OHIO STATE UNIVERSITY**

## **Constitution**

(Last updated July 21st, 2022)

1. Purpose Statement
2. Our purpose is to unite all Native American health professional students present on campus (e.g., College of Medicine, College of Veterinary Medicine, College of Dentistry, etc.,) with the hopes of improving our representation at The Ohio State University. Our mission is to create a unified network of Native American health professional students in order to foster the growth of an environment that is both supportive and welcoming for current and future Native American students. ANAMS is essential in order to improve our representation and thereby increase the recruitment and retention of Native American students to the Ohio State University. We aim to provide a space for students to be able to connect with their own culture while also being able to learn about new cultures from each other.
3. MEMBERSHIP
4. Membership shall be determined as specified in the Constitution.
5. Any Native American graduate health professions student, or health professions graduate student interested in promoting Native health, as specified in the Constitution, may apply for membership in ANAMS by completing an ANAMS application and submitting adequate documentation to the Executive Council.
6. Criteria and Procedure for Regular Membership:

1. Self-identification as a Native American graduate health professions student or graduate health professions student interested in promoting Native American health.

2. Complete application.

3. Approval by the Executive Council by a two-thirds (2/3)majority vote.

4*.* Email of acceptance issued.

1. Final decisions regarding membership eligibility shall be the sole decision of the Executive Council.
2. This organization is empowered to assess dues in an amount decided upon by the voting membership. However, if an individual cannot pay dues because of hardship, a letter requesting a waiver of the membership dues may be submitted to the Executive Council including the reason for said request.
3. There will be a one-time collection of dues in the amount of forty dollars ($40) for 4 years, thirty dollars ($30) for three years, twenty dollars ($20) for two years and ten dollars ($10) for one year upon the approval of an application for membership. If you are a dual degree student (M.D./Ph.D., M.D./M.P.H., M.D./M.B.A., or M.D./J.D.), you only have to pay $40 for the entirety of your degree. This dues structure will provide ANAMS with the necessary funds to conduct regular business in order to maintain the organization to the fullest capacity and to accomplish the goals of the association as a whole.

H. Non-discrimination clause

 1. This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

 2. As a student organization at The Ohio State University, the Association of Native American Medical Students expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: https://hr.osu.edu/public/documents/policy/policy115.pdf. If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at http://titleIX.osu.edu or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

1. OFFICERS
2. Officersof ANAMS shall consist of a President-elect, Secretary/Treasurer, and Membership Coordinator.
3. The Executive Council will consist of elected officers**.**
4. The Executive Council shall function with primary responsibility in all areas unless specifically prohibited by the voting membership.
5. The Executive Council shall be elected as the Constitution prescribes.
6. There shallbe one (1) alternate position to the Executive Council to become effective upon the resignation or termination of an Executive Council member. This position shall be non-voting until such time as the termination or resignation of an Executive Council member occurs. Alternate Executive Council positions shall be filled by those nominees obtaining the next highest shares of the popular vote after determination of the four (4) Executive Council members.
7. There shall beelected a DVOPP (Dentistry, Veterinary Medicine, Optometry,

Pharmacy, and Public Health) representative which would serve to *foster* order and communication between the various disciplines represented within ANAMS.

The DVOPPP representative would be unable to hold the office of President orPresident-elect but will be entitled executive council voting privileges.

### DUTIES and RESPONSIBILITIES

A. Officers of ANAMS shall have such powers and perform duties consistent with the ANAMS’ Articles of Incorporation, Constitution, By-Laws, and Job Description document, unless specifically prohibited by the voting membership.

1. It shall be the duty of the President-elect to conduct meetings of the Association at the

specific request of the President and perform the duties assigned by the President.

C. It shall be the duty of the Secretary*/*Treasurer to maintain accurate financial and other records at all times, and to surrender all such records to the Corporation upon request. Acceptable documentation shall be limited to recording and maintaining records on the ANAMS OSUMC shared Google Drive.

D. From time to time, the duties of the Secretary/Treasurer may be delineated as the

responsibility of two council members, one acting as secretary and one acting as Treasurer, if deemed necessary. Such separation will be subject to a majority vote of the Executive Council.

E. Written notification that a majority vote of the Executive Council has affected a

 termination of office not less than fourteen (14) days following such action.

H. Participation herein is defined as involvement in monthly web conferences orother verbal or written communication with the Executive Council. Board members are expected to attend all monthly web conference meetings. If a board member anticipates not being able to attend a board activity, then he or she shall give written notice of the absence, an update of expected duties via the meeting minutes, and delegate another board member to share updates as necessary. This will require the agenda to be written at least 3 days in advance of meetings in order for board members to be able to assess what needs to be followed up on/vote by proxy. Also note that board members are expected to abide by a code of Professionalism: Including but not limited to responding to email correspondence within 2 days of receipt, with exception to those on notified vacation, sick leave, family medical leave, etc. If there is an action item by one's name on meeting minutes, see that it is done within a week of the meeting unless other arrangements are made and agreed upon. If a board member is unable to complete a task, communicate with the rest of the board. If thereare not two (2) elected alternates to the Executive Council, the Executive Council replacement will be appointed by the President with approval by two-thirds(2/3) vote by the Executive Council.

I. In the event that the President shall be unable to attend national meetings or monthly meetings of the Executive Council, the President-elect shall assume responsibility and conduct business in accordance with the Constitution and By-Laws of the organization.

#### ELECTIONS

A. A President-elect shall be elected by the voting members as defined by ANAMS

 Constitution at each annual meeting.

B. Immediately following the election of the President-elect, the remainder of the Executive Council shall be elected by the voting members as defined by ANAMS Constitution.

C. To be eligible for President-elect or Executive Council office, the member shall be:

1. A member for at least six months prior to the elections,

2. Have attended at least one OSU COM meeting

3. Demonstrated interest in the organization by active participation at the

 local level.

1. MEETINGS

A. A minimum of one (1) meeting a year of the Executive Council shall be conducted.

B. The President or President-electcan call a meeting with the Executive Council.

##### CONDUCT OF BUSINESS

All meetings may be conducted according to Robert’s Rules of Order. (Latest Ed.)

1. RESIGNATIONS

All resignations must be made in writing and presented to the Executive Council for consideration. Resignations will be discussed at the next National Conference, or Executive Council conference call, whichever occurs first.

1. EXPULSION
2. Any member whose expulsion has been proposed and duly considered may be expelled by two-thirds (2/3) vote of the full Executive Council. Any member whose expulsion has been proposed is entitled to a personal hearing before the Executive Council. Written notice of any proposed expulsion, with appropriate justification, must be delivered in person or in writing to the member not less than two (2) weeks prior to any further proceedings that may be taken in the proposed expulsion of that member.
3. Any officer whose expulsion has been proposed and duly considered may be expelled by two-thirds (2/3) vote of the remaining Executive Council. Any officer whose expulsion has been proposed is entitled to a personal hearing before the Executive Council. Written notice of any proposed expulsion, with appropriate justification, must be delivered in person or in writing to the officer not less than two (2) weeks prior to any further proceedings that may be taken in the proposed expulsion of that member.
4. A recommendation of expulsion by the Executive Council may be appealed not more than once before a special grievance committee composed of the Executive Council and three (3) non-council members chosen by random selection. The recommendation of this committee shall be final.
5. GRIEVANCES

Formal grievances by any members for any reason will be heard by a minimum of two-thirds of the Executive Council, which will take appropriate action.

1. QUORUM

 A quorum of this organization is designated asconsisting of at least4 (4) voting members as defined by the Constitution present at an AAIP sponsored event at a meeting called by the Executive Council as states in section VI of the ANAMS Constitution

###### AMENDMENTS

A. An amendment may be presented by any member for consideration at a meeting of this organization that meets quorum requirements listed in section X above.

B. Proposed amendments must be electronically dated if utilizing e-mail, a minimum of 2 weeks prior to the annual meeting of this organization.

C. The Executive Council shall mail the proposed amendment to the voting members as defined by the Constitution a minimum of 2 weeks prior to the annual meeting.

1. Amendments may be enacted by two-thirds majority vote at the annual meeting following the procedure outlined above.
2. RESOLUTIONS

Members may present resolutions to the membership at any meeting at which meets the requirements for quorum as stated under section X. Such resolutions will require atwo-thirds (2/3) majority vote for approval.

1. ASSETS

Upon the dissolution ofthisCorporation all ofits remaining assets, after the payment of all liabilities and fulfillment of other legal obligations, shall be transferred to one or more educational organizations which are then qualified for exemption fromFederalincome taxes under Section 501 (c) (3) of the Internal Revenue Code (or thecorresponding provision of any futureUnited States Internal Revenue Law).

1. PARTISAN POLITICAL ACTIVITY

This organization is prohibited from engaging in partisan political activity in municipal, county, state, or federal organizations and from the endorsement of any candidate for political office.

1. ADOPTION of CONSTITUTION and BY-LAWS

This Constitution and By-Laws will be placed in effect upon its ratification by two-thirds (2/3) vote of voting members attending a public meeting with a quorum.

1. REGIONALIZATION

ANAMS shall create the following regional membership:

Region 1: Washington, Oregon, Idaho, Montana, Wyoming, Utah, Nevada, California, Arizona, Alaska, Hawaii.

Region 2: Nebraska, Colorado, Kansas, Arkansas, New Mexico, Oklahoma, Texas, Missouri, Louisiana.

Region 3: North Dakota, South Dakota, Minnesota, Iowa, Michigan, Wisconsin, Illinois, Indiana, Ohio.

Region 4: Kentucky, West Virginia, Virginia, Tennessee, North Carolina, South Carolina, Georgia, Alabama, Mississippi, Florida.

Region 5: Maine, Vermont, Connecticut, Rhode Island, Massachusetts, New Jersey, New York, Pennsylvania, Maryland, District of Columbia.

These regions shall exist for the purposes of encouraging regional participation, and recruitment for ANAMS.

Each region shall have one (1) member selected as Regional Representative. This position shall be a coordinator for activities within the area, as well as the liaison with the ANAMS executive council. This person shall report to the Executive Council at monthly meetings on current activities, upcoming events, and requests for assistance. Each regional President shall be selected by members in attendance of the annual meeting. This position will have a voting seat on the Executive Council. At the annual conference, each regional President will give a report on the year’s accomplishments and recognize outstanding persons in their region.

 Some money will be made available for activities within each region each year.

1. LOCAL CHAPTERS

Local chapters shall be ANAMS student groups at health professions schools who have submitted a formal application to be recognized as an ANAMS chapter, with approval of 2/3 vote of ANAMS national executive council. The local chapter liaison with the national executive board will be the elected regional president for the region in which the local chapter is located. In order to maintain local chapter status, the local chapter must meet yearly requirements. Failure to meet any of these requirements may be grounds for termination of local chapter status determined by the national organization executive board.

A. Local chapter application shall include:

1. Letter of intent including:
	1. Mission of local chapter
	2. Goals and objectives of local chapter
2. Copy of local chapter’s constitution/by-laws
	1. ANAMS national organization will supply a standardized constitution and by-laws to be used by each local chapter.
		1. The standardized constitution and by-laws may be edited to meet local chapter needs.
		2. Any edits or additions to the standardized constitution and by-laws must be announced and submitted to the ANAMS national executive council for approval prior to use. Failure to do so may result in termination of local chapter status by the national organization.
3. Evidence of a faculty mentor for the group
4. Evidence of an elected local chapter executive board who are all established national ANAMS members
5. Evidence of local chapter’s application to establish itself as a recognized school group at their health professions school, if such a process exists at their school.

B. Requirements to maintain recognition as a local chapter:

1. Submit written yearly updates to the national organization on chapter activities, events, and membership
2. Express any local chapter concerns or difficulties with regional presidents
3. Submit a yearly chapter page to be included on the national organization website