

The Association For Future Healthcare Executives

Student Organization Constitution

ARTICLE I. NAME OF ORGANIZATION

The name of this organization shall be the Association for Future Healthcare Executives (AFHE) at The Ohio State University.

ARTICLE II. ORGANIZATION PURPOSE

The purpose of this organization shall be operated exclusively to promote an environment conducive to the educational and ethical development of personal, professional, and social skills in a manner that will enhance the attainment of an effective leadership position in health services organizations.

In furtherance of such purposes, the organization shall: (1) Foster a spirit of connection among fellow graduates, alumni/ae, and current students of Association for Future Healthcare Executives (AFHE); (2) Serve in extending knowledge of the aims and achievements of AFHE to current students and alumni/ae in the region; (3) Influence outstanding, aspiring health care leaders to be a part of the AFHE organization; (4) Promote the interest of all current members and alumni/ae in the academic and extracurricular activities through AFHE; (5) Represent the interests of AFHE in the region; (6) Cooperate with the faculty to strengthen the AFHE and encourage the establishment of new members; (7) Promote and encourage communication between the AFHE and its alumni/ae residents in the area.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Association For Future Healthcare Executives (AFHE) *agrees that it will not engage in sexual misconduct nor any harassment or discrimination 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 basis in accordance with the Student Organization Registration Guidelines.*

Section B. Hazing

Association For Future Healthcare Executives (AFHE) *agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.*

Section C. Bylaws

Association for Future Healthcare Executives (AFHE) *retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs (CSA) Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements.*

ARTICLE IV. MEMBERSHIP

Section A. Membership Eligibility

In order to be a member of the AFHE, individuals must currently be enrolled as a graduate student at The Ohio State University.

Section B. Member Selection

To gain membership, eligible members must pay membership dues. The amount of membership dues shall be determined by the Executive Board. First-year prospective members shall remit payment of sixty-five dollars (\$65.00) to the Treasurer. Second-year re-occurring or new members shall remit payment of sixty-five dollars (\$65.00) to the Treasurer. Third-year re-occurring members shall remit payment of sixty-five dollars (\$65.00) to the Treasurer. All funds must be submitted to the Treasurer by the requested due date set in writing. Failure to pay membership dues by the requested payment date will authorize AFHE to revoke any or all privileges of the prospective member from attendance of events and/or participation in AFHE-related activities.

Section C. Membership Timeline

To gain membership, eligible members must pay membership dues within the time period detailed during the first general body meeting, as deemed appropriate by the AFHE board. Timelines will be communicated and distributed to prospective members.

Section D. Member Removal

A member can be removed from the organization for inappropriate or unprofessional behavior as determined by the AFHE Executive Board through a majority vote.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The AFHE advisor will be responsible for completing necessary OSU trainings, and will meet on a mutually agreed upon cadence with the AFHE President throughout the academic year. In the event that the President needs assistance resolving an issue with the AFHE Board, the Advisor will assist the President in coming to a reasonable solution.

Section B. Advisor Term

The AFHE Advisor will serve as long as they are the MHA Program Director.

Section C. Advisor Selection

The AFHE Advisor will be the MHA Program Director.

Section D. Advisor Replacement

If the AFHE Advisor is unable to fulfill their duties, they will name a successor within the MHA faculty.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

The affairs of the organization shall be administered by an Executive Board, which includes a President, Vice President, Communications Chair, Treasurer, Diversity Enhancement Chair, Professional Development Chair, Programming Chair, Community Service Chair, and Fundraising Chair. In addition, a First-Year Representative will be an elected member. The duties of each Chair will be set forth in the AFHE Bylaws. Chair descriptions are below.

President (Primary Leader): Preside over all meetings of the AFHE and Executive Board and represent the organization's interests in various committee meetings.

Vice President (Secondary Leader): Manage and coordinate the MHA first-year case competition and fulfill duties for the President if they are unable to perform.

Treasurer: Authorized to collect monies payable to the AFHE and manage organization budgets.

Communications: Conduct the AFHE correspondence and record notes during all meetings of the organization and Executive Board.

Diversity Enhancement: Coordinate and promote diversity-related events and serve as an overall champion of diversity for the AFHE.

Professional Development: Plan and organize professional development events as well as engaging and fostering professional relationships with alumni, students, and external organizations.

Programming: Organize and plan the social events within the scope of the AFHE culture and membership.

Community Service: Plan and lead community service events for members.

Fundraising: Organize and facilitate fundraising events for the AFHE.

First-Year Representative: Represent the first-year cohort with accurate and objective feedback to support the efforts of the AFHE

Section B. Officer Eligibility

Members of the Executive Board must be in good academic and professional standing upon election. Each prospective Executive Board member is prohibited from election if the actor knowingly violates any provision within the documentation of the Constitution prior to election. Additional members may be elected at the Annual Meeting of the AFHE, or when their successors have been chosen.

Section C. Officer Selection Process

Chairs can be peer or self-nominated to the current AFHE President who will facilitate elections. All nominated for each Chair position will give a speech to AFHE members, and will be voted on by all AFHE members.

Section D. Officer Removal

A chair may be removed, with or without cause, by two-thirds vote of the Executive Board. This excludes Committee Members votes. Removal may be proposed by any Chair in good standing and the complaint must be filed in writing to the President unless otherwise under review, in order to proceed. Removal of Chairs shall be performed through secret ballot and counted by the President unless under review for removal. The AFHE non-discrimination policy shall protect members from improper removal.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

In the event that the Organization can no longer fulfill its mission or sustain active membership, it may be dissolved by a two-thirds ($\frac{2}{3}$) vote of the active membership at a duly called meeting. Notice of the proposed dissolution must be provided to all members at least two weeks in advance.

Section B. Dissolution Procedures, including Assets and Debts

In the event of dissolution of the AFHE all its funds and other property, if any, remaining after the payment of its liabilities, shall be paid over and transferred to the College of Public Health for the benefit of future students. If debts remain at the time of proposed dissolution, the AFHE will utilize remaining assets to cover any debts. If the remaining debts are not covered by assets, the Advisor, President, and Treasurer will convene to determine an appropriate repayment plan. If necessary, the Treasurer will contact creditors directly to negotiate payment arrangements or settlements. A final financial statement will be prepared to document all transactions related to the dissolution process.

ARTICLE VIII. CONSTITUTIONAL AMENDMENTS

Section A. Amendment Process

Articles and sections of this Constitution may be amended, altered, or repealed at any annual or special meetings of the organization by a two-thirds secret ballot vote of those present, provided that notice of the proposed amendment, alteration, or repeal has been sent at least ten days prior to such meetings to all current organization members, and provided the amendment, alteration, or repeal is consistent with guidelines prescribed by the AFHE. A quorum is required to repeal, appeal, or alter any provision within the Constitution.