

**The University of Oklahoma
College of Public Health**

STUDENT ASSOCIATION CONSTITUTION

PREAMBLE

This shall be a legal document binding all students herein referred to as COPHSA members, duly recognized and to operate within the academic and professional integrity of the College of Public Health, University of Oklahoma Health Sciences.

This Constitution shall be submitted to the student council for final ratification, after which it shall supersede any previous Constitution completely, and all provisions and amendments thereof.

ARTICLE I – NAME

Section I.

The name of this organization shall be the University of Oklahoma College of Public Health Student Association, hereafter referred to as “COPHSA”.

ARTICLE II – PURPOSE

Section I:

The purpose of this organization is to provide the framework of governance and cooperation among the students of the University of Oklahoma College of Public Health

Section II. COPHSA will serve as the central organization of public health student activities. COPHSA shall represent and foster the interests and concerns of the students of the University of Oklahoma College of Public Health.

Section III. COPHSA shall have the task of distributing the student activity fees paid by the student body.

ARTICLE III – MEMBERSHIP

Section I.

This Association shall be composed of all students admitted to degree programs in the College of Public Health at the University of Oklahoma Health Sciences Center, and who are herein referred to as Members.

ARTICLE IV – ORGANIZATION

Section I.

The legislative and executive powers of COPHSA shall be vested in the executive council unless business is opened to general meeting wherein all students are made aware of issues and given opportunity to attend and vote.

Section II.

COPHSA shall work as a deliberative body. It shall include:

- a) President
- b) Vice-President
- c) Secretary
- d) Treasurer
- e) Senators that will represent the College of Public Health at the Health Science Center Senate meetings
- f) Tulsa-COPHSA Chapter Representative

Section III.

COPHSA shall support student organizations that meet the following requirements. Organizations shall:

- a) Have on file with the Office of Student Services a constitution outlining its mission.

Section IV.

Attendance: COPHSA executive council must attend monthly COPHSA meetings and COPHSA sponsored events

ARTICLE V – POWERS AND DUTIES OF MEMBERS

Section I.

President

Duties include, but are not limited to the following: The President of the COPHSA shall be the official head of COPHSA. The President shall preside at all meetings of COPHSA, charged with enforcing the Constitution, appointing and organizing the structure of all standing and special committees, and serving as spokesperson in all matters in which COPHSA is to be represented. The President shall have the power to call emergency session of COPHSA. The president shall have the power to delegate duties to the other officers, or ex-officio members with the consent of COPHSA. The President shall write and post correspondence as directed by COPHSA and shall notify members of upcoming meetings.

Section II.

Vice-President

Duties include, but are not limited to the following: The Vice-President of COPHSA shall fulfill the duties and exercise the authorities of the President in the absence of the official. The Vice-President shall keep the Constitution updated, keeping record of all amendments of the Constitution. Furthermore, the Vice President shall take on responsibilities the President sees fit.

Section III.

Secretary

Duties include, but are not limited to the following: The Secretary of COPHSA shall keep an accurate, complete record of all meetings which may be referred to at all times; the Secretary shall make available such records to all members of the student body. The Secretary shall take roll call and keep record of absences. The Secretary shall provide an agenda that may be distributed among members at every meeting.

Section IV.

Treasurer

Duties include, but are not limited to the following: The Treasurer of COPHSA shall handle the financial affairs of COPHSA, providing executive council is fully aware of and in complete agreement with the proceedings. The Treasurer shall monitor and report on COPHSA's spending and financial balance. The Treasurer shall publish a year-end financial report which is to be made available to members and to the College of Public Health student body. The Treasurer shall coordinate all committees on financial matters. The Treasurer is responsible for ordering all food for monthly meetings and COPHSA functions and for handing the payment of this matter.

Section V.

Senators

The Representatives of COPHSA shall compose the main deliberative, voting, and representative face of the College of Public Health at the Health Science Center Student Senate. Senators are responsible for communicating campus events back to the COPHSA executive council to be announced to College of Public Health students. Senators are responsible to attend all senate meetings and in the case of absence, should find a representative to fill their seat for that meeting.

Section VI

Social Chair

It is incumbent upon the Social Chair to plan social events for the student body to attend, as well as communicate to the student body as to when these events will occur. These events include, but are not limited to: health fairs, faculty/student socials, Big Event, Bridges to Access Conference, etc. They are also responsible for partnering with the Campus Activities Board Chair on campus-wide events.

Section VII

Blood Drive Chair

The Blood Drive Chair shall be responsible for planning a blood drive once per semester at the College of Public Health with the Oklahoma Blood Institute.

Section VIII.

It is the duty of each member of executive council to attend all meetings.

ARTICLE VI – QUALIFICATIONS

Section I.

An elected representative of the council must be a student in good standing within the College of Public Health.

Section II.

All persons who are in good standing with the College of Public Health shall be eligible to run.

ARTICLE VII – ELECTIONS

Section I.

Executive council will be elected annually by the student body and this executive council is responsible for attending all COPHSA organized events.

- a) Elections will be held in the spring semester and term begins following the transition meeting.

Section II.

The President, Vice-President, Secretary, Treasurer, and Senators shall be elected by the student body from the student-body-at-large.

Section III.

The organization elections for COPHSA Council must be completed prior to the end of the spring semester of each academic year.

ARTICLE VIII – MEETINGS

Section I.

COPHSA meetings shall meet once during the course of a month.

Section II.

All COPHSA meetings will be open meetings; anyone may attend.

Section III.

For the purpose of presiding at COPHSA meetings, in case of absence, the order of succession COPHSA officers shall be President, Vice-President, Secretary and Treasurer.

ARTICLE IX – QUORUM AND VOTING AUTHORITY

Section I.

Each departmental organization Representative will be permitted one vote. The Vice-President, Secretary, Treasurer, and Senators shall have one vote each. The President will vote in case of a tie and his/her vote will be conclusive.

Section II.

A quorum shall consist of one-half the regular voting membership. A quorum must be present for business to be conducted at any emergency meeting; however, a quorum is considered to be present at all regularly scheduled meetings unless a member present at the given session calls for a quorum count. No business may be officially conducted after a quorum count fails to find a quorum present.

ARTICLE X – STUDENT TRAVEL AWARD

Section I.

An annual monetary award will be allocated by COPHSA to one or more public health students each academic year. Provisions of this award are as delineated by the COPHSA Bylaws.

ARTICLE XI – IMPEACHMENT

Section I.

Officers of COPHSA shall be subject to impeachment if they are not properly fulfilling the title and obligations set forth herein.

Section II.

In the case of impeachment, a majority vote from the College of Public Health student body is needed to pass the motion

Section III.

If an officer is impeached, they shall immediately relinquish all duties to COPHSA and the vacant position shall be filled by an election from the class. This election shall take place as promptly as possible so as to limit the amount of

time of vacancy. In the interim, the responsibilities of the vacant position shall be fulfilled by the elected officers.

ARTICLE XII – RADIFICATION AND AMENDMENTS

Section I.

This Constitution shall be ratified by a two-thirds vote of the COPHSA Executive Council.

Section II.

Amendments can be presented to the student body in two ways:

- a) A two-thirds vote from COPHSA
- b) A petition with signatures of ten (10) percent of the student body.

This Constitution was drafted February 18, 2010 and was last amended by the members on March 24, 2011.