Health Professions Club Constitution of

Westfield State University

Article I

Name:

Section 1: This organization shall be known as the Health Professions Club of Westfield State University, hereby referred to as­­­­ Health Professions Club.

Article II

Purpose:

Section 1: The purpose of the Health Professions Club is to provide networking opportunities, community service experiences, and informational support for students interested in the health care professions.

Section 2: The club will consist of a board of leaders from each respective discipline that will, along with the help of club advisors and club representatives foster an environment that promotes interdisciplinary collaboration among all professions. This will be done through various networking, community service, and résumé building opportunities.

Section 3: The current health care field is experiencing a lot of gaps in their communication that is effecting the quality of care that currently exists. So, if as a club, the value of collaboration can be instilled during students’ undergraduate careers, that value can be carried on in these individuals to better serve their community.

Article III

Membership:

Section 1: Membership shall be open to all full-time and part-time undergraduate students of Westfield State University who have paid their student activities fee for the current academic semester.

Section 2: Members are considered to be active if they attend and participate in fifty percent (50%) of club meetings and activities. This attendance policy will be carried out by attendance being taken at the beginning of the meetings.

Article IV

Officers:

Section 1: The officers of the club are 5 board members; a leader from the following disciplines: APP, PT, OT, MD/DO, and Allied Health.

Section 2: The board as a group will preside over all meetings, delegate work to appropriate representatives and members, keep in contact with members, affiliates of the group, and the advisors. Furthermore, board members will maintain the integrity of the club by reassessing needs and goals.

Section 3: In addition to the board, 3 representatives will be appointed by the 5 board members to work as a Public Relations Representative, Documentation Representative, and Finance Representative. The Documentation Representative will maintain records of attendance, meeting discussions, and meeting minutes. The Public Relations Representative will accumulate research and tasks completed by members to extend the information to the appropriate constituents, and maintain social media pages for the club to streamline communication. The Finance Representative will control finances by estimating the costs of travel, field trips, and collecting and filling out the appropriate paperwork when necessary. If one representative is unable to make a meeting, they can appoint one of the other representatives to fulfill their duties for that meeting.

Section 4: The term for office shall be one (1) academic year, beginning on June 1st and ending on May 31st.

Article V

Advisors:

Section 1: Advisors are open to any faculty, staff or librarian.

Section 2: The main duty of the advisor(s) is to be available for assistance and guidance if it is needed at any time

Section 3: The advisor shall be appointed by a majority vote of fifty percent (50%) of the club members plus one (1).

Article VI

Elections:

Section 1: Interested officers can nominate themselves or be nominated by another club member.

Section 2: Members will use a paper ballot in order to vote for their preferred candidate. The club advisor will tally the votes for all officer positions.

Section 3: No election may be held if there is not a quorum of fifty percent (50%) of the club members plus one (1) present at the meeting.

Section 4: If a vote should end in a tie, the current board members at the time of the election will serve as the tiebreaker. The board shall not have a vote other than in the event of a tie. If the board member is part of the election, then a non-voting member selected by the officers before the vote will serve as the tiebreaker.

Section 5: The term for office shall be one (1) academic year, beginning on June 1st and ending on May 31st.

Article VII

Meetings:

Section 1: The club will meet bi-weekly every month in the available space provided.

Section 2: Officers may hold separate meetings, run by the board with only the officers or meetings with or without the advisor.

Section 3: The board members will call special meetings, unless informed otherwise by other officers that a meeting is necessary, in which the board members will seek out such requests.

Article VIII

Vacancies:

Section 1: If an office position becomes vacant, a special election will be held to fill the position. Such elections will follow the procedure described in Article VI Section 2.

Section 2: If an advisor position becomes vacant, a new advisor will be appointed by a majority vote of fifty percent (50%) plus one (1) of the club, following the procedure of Article V Section 3.

Article IX

Amending Procedure:

Section 1: This constitution may be amended by a two-thirds (2/3) majority vote of the voting members of the club and if approved by the Rules and Regulations Committee of the Student Government Association.

Article X

Removal from office:

Section 1: If an officer is not performing their duties listed in their position description, a club member may make a motion to the executive board for the removal of said officer. The officer may be removed by a two-thirds (2/3) majority vote at the following meeting. The vacancy will be filled at the meeting after the removal following procedure of Article VIII Section 1.

Section 2: If an advisor is not performing their duties listed in their position description, a club member has to make a motion for the removal of said advisor. The advisor may be removed by a two-thirds (2/3) majority vote at the following meeting. The vacancy will be filled at the meeting after the removal following procedure of Article VIII Section 2.

Article XI

Recognition of Safety and Waiver of Liability:

Section 1:

1. The Student Government Association (herein, SGA) and this Club, Health Professions Club, recognize that the overall safety and wellbeing of its Club members is a priority function of the Club.
2. This Club­­­­ (named above) is only authorized to conduct its activities in a designated University approved location such as one provided on campus grounds or at a recognized location that is designed or approved for this Club’s specific activities.
3. Each Club member, as a material condition of membership, understands, accepts and agrees that his/her participation in this Club is voluntary and that he/she voluntarily assumes all risks and liabilities associated with his/her participation.  Each Club member, by accepting membership, agrees to hold the SGA harmless from and indemnify the SGA against any and all liability, including, but not limited to physical, financial, emotional and property damage claims, whether sustained or inflicted, in connection with or in any way related to the participant’s participation in the Club.
4. Once approved the SGA acts as an administrative resource for the Club and is not responsible for managing Club activities. The Club must be under proper supervision (by an advisor or coach or certified facility manager) while performing Club activities which may include but are not limited to practices, meetings and competitions.
5. Any and all injuries, whether incurred or inflicted in connection with Club activity, must be reported to Westfield State University Public Safety (413) - 572-5262 immediately per University reporting procedures. The SGA Parliamentarian or Representative must also be notified of such injury in writing no later than twenty-four (24) hours after the injury occurs. Reports of injuries will be kept by the SGA within the Club’s file.
6. After a report of such an injury has been made, all Club activities must cease while the cause of the injury is determined and an assessment of the situation occurs. After such determination and assessment by the Rules and Regulations committee, the club may resume its activities only if authorization from the SGA Parliamentarian to resume is issued in writing.

Section 2:

1. Failure to adhere to these conditions may result in sanctions, up to and including, revoking the Club’s active status as determined by the Rules and Regulations Committee.