

Constitution of the Health Sciences' Pre-Professional Society of Wilkes University

Article I: Name

This particular organization will be known as the Health Sciences' Pre-Professional Society of Wilkes University. It shall consist of our Health Sciences Advisor, Ms. Connie Dombroski, Executive Board, and our Society Members.

Article II: Purpose

The purpose of the Health Sciences Pre-Professional Society is to not only provide awareness of the opportunities available in the health sciences field, but to also educate students on different volunteering opportunities, provide access to dissertations with experts within the health science community.

Article III: Membership

- A. The Primary goal of the Health Sciences' Pre-Professional Society is to assist those who have intentions of pursuing health science related careers, all those students who show interest in Wilkes University's various Pre-Health Science Curriculum shall be eligible for membership in the Pre-Professional Society.
- B. Students who attend four or more meetings in the semester will be considered to be active members of the Health Sciences' Pre-Professional Society and will be eligible to vote. The society will keep up to date with a list of all members.
- C. Those who do not attend any Health Sciences Pre-Professional Society meetings for one semester will be dropped from the list of active members. Those who are dropped may resume activity within the semester, or the following semester. Those dropped from the roll of active members will not be to vote for Society officers.
- D. Associate membership is open to Wilkes University Graduates and former students.
- E. Associate members are not eligible to vote for student officers.

Article IV: Executive Council

Section I: Executive Council Membership

- A. President, Director of Communications and Social Media, Director of Fundraising, and Director of Community Outreach.
- B. One or More faculty advisors are acceptable to Wilkes University who will be non-voting members.

Section II: Duties and Powers of the Executive Council

- A. The Executive Council shall handle all business and finance of the society along with our advisor.
- B. The Executive Council shall meet as required between general society meetings.
- C. The Executive Council shall report on its prior actions at the next scheduled general Society meeting. The president will call for ratification of the Executive Council actions. The Society shall have the power to override Executive Council action by a two-thirds vote.
- D. Any Member of the Executive Council may call an emergency ,meeting with the approval of the advisor.
- E. A quorum of the Executive Council shall consist of three fourths of the members of the Executive Council.

Article V: Duties and Powers of the Executive Council Members

- A. Duties and powers of the President shall consist of
 - 1. Shall preside at all general Society and council Meetings.
 - 2. Shall represent the Society at all student Government meetings, or shall appoint another member of the Executive Council to take her/his place.
 - 3. May appoint a temporary replacement to any elected position with the approval of the Executive Council, provided there is not a written objection by the elected official. If there is a written objection, the appointment will be void.
 - 4. Shall appoint a permanent replacement in the event of a prolonged excused absence (one month or more) of any member, other than herself. This member of

the council so appointment shall remain in office until the replacement can be held.

5. May initiate impeachment of any Executive Council member found negligent in her/his duties, based on excessive absence and/or misuse of power. Impeachment procedures shall be instituted as stated in Article VII.

B. Duties and Powers of Director of Communications (Secretary)

1. Be incharge of communicating meeting times and days with society members.
2. Be responsible for keeping meeting minutes along with attendance records.
3. Responsible for any social media pages the society were to have (Instagram, Facebook, etc.).

C. Duties and Powers Director of Fundraising (Treasurer)

1. Responsible for finding different fundraising activities for the society.
2. Responsible for keeping up to date financial records of the society.
3. Has the power to withdraw funds, with the advisor's signature, by established Wilkes University guidelines.

D. Director of Community Outreach

1. Responsible for finding different volunteer opportunities for members of the society.
2. Responsible for finding different activities (talks, shadowing opportunities, etc.) for the members of the society.
3. Responsible for working with other community members to build resumes and find outside resources in regards to prepping for graduate school applications

Article VI: Elections

- A. Annual elections of new officers shall be held in April.
- B. Elections of the officers shall be conducted in Compliance with the laws and regulations of Wilkes University.
- C. Only those members who have attended four or more meetings in the academic semester prior to the April meeting will be eligible to vote.
- D. New Society officers shall take office at the meeting immediately after the elections, and will have voting power at the time their office begins.

Article VII: Impeachment and Recall

- A. Grounds for impeachment
 - 1. Neglect of Duty
 - 2. Misuse of Power
- B. Impeachment Process
 - 1. Impeachment of the President Will be enacted only after the evidence for grounds of impeachment have been presented at a general meeting and request for resignation has been issued through other Executive Council Members, has been refused.
 - 2. Impeachment of any other Council member will be enacted only after evidence for grounds of impeachment have been presented at a general meeting and request for resignations, made by the Executive Council Members, has been refused.
 - 3. Any member of the Executive Council shall be removed from office by a vote of two-thirds of the members present at the general Society meeting.

Article VIII: General Association Meetings

- A. A general Society meeting may be called with the approval of the faculty advisor and a majority of the executive council. This action may be initiated by any member of the council.
- B. A minimum of six general society meetings will be published. The societies President will be in charge of publishing Society meetings.
- C. A quorum shall consist of 20% of the active members.

Article IX: Succession of Elected Officers

- A. If any position is vacated, the Executive Council members will work together to fill out the rest of the term.
- B. If for any reason all spots are Vacated or all but one are, a new election will be held to allocate new Executive Members to finish out the term.

Article X: Amendments to the Constitution

- A. Amendments may be proposed by any Society member and submitted to the Executive Council. If the Executive council, by majority vote, approves a proposed amendment, the proposed amendment will be read at two successive general meetings and a vote taken at the second meeting. The constitution can be amended by two-thirds majority vote at the second meeting.
- B. In the event of the proposed amendment not being approved by the majority of the Executive Council, or in the event that the Executive Council has failed to act on a proposal amendment within two months, an amendment to the constitution can be placed on the agenda by majority of the general membership. A proposed amendment successfully introduced in this manner will be considered to have been “read” at the meeting at which the vote is taken. Such amendments will be adopted if the amendment is approved by a two-thirds majority vote at the general meeting.

Article XI: Parliamentary Code

- A. All general Society and Executive Council meetings shall be conducted according to the Roberts Rules of Order.