**HEALTH LAW ASSOCIATION:**

**Constitution and Bylaws**

**Article I: Name**

The name of this organization shall be the Health Law Association.

**Article II: Purpose**

**Section 1**: The Purpose of this organization shall be:

**a.** to engage in projects and programs which the membership considers to be

in the interest of those who are considering or want to practice law in the field of Health Law or any field of law relating to Health,

**b.** to aid in the academic development of those who are considering to practice in the field of Health Law.

**Article III: Qualifications for Membership**

**Section 1:** Any person who is registered as a law student at Oklahoma City School of

Law may be a member of the Health Law Association.

**Section 2:** Membership will be continuous from one year to the next.

**Section 3:** Membership shall be classified as follows:

**a.** any student who attends 1 meeting and signs the roll sheet shall be deemed

a member of the Health Law Association.

**Article IV: Officers**

**Section 1:** The Health Law Association shall have a President, Vice President over the Behavioral and Mental Health Sector, Vice President of the Corporate Health Sector, Secretary, Treasurer, and a Student Bar Association (SBA) Representative. This group shall compose the executive body.

**Section 2:** All of the above officers shall be elected by the general membership of the

Health Law Association.

**Section 3:**

**a.** In the event any office, except for the President, becomes vacant, a

Special election should be held at the next meeting of the general

membership.

**b.** In the event the Health Law Association runs the risk of not existing due to inactive officers, any remaining officers reserve the right to appoint an officer according to a majority vote of the remaining officers.

**Section 4:** The Executive Board reserves the right to create more offices as needed

with approval of a simple majority of active membership.

**Article V: Duties of Officers**

**Section 1:** **The President** shall have all of the duties and powers assigned to him/her

under Robert's Rules of Order.

**a.** The President and the Treasurer shall be responsible for signing all

disbursements of funds.

**b.** The President shall be responsible for agenda preparation; all agenda items

must be submitted to the President at least 48 hours before a regularly

scheduled meeting, except in emergency.

**c.** The President shall keep all permanent records for the HLA.

**d.** The President shall be in charge of coordinating social activities for the HLA.

**e.** The President will be responsible for preparation and presentation for the HLA budget proposal to the Student Bar Association (SBA) in conjunction with the Treasurer.

**Section 2:** **The Vice President(s)** shall have all the duties and powers assigned to

him/her under Robert's Rules of Order.

**a.** In the absence of the President, the Vice President(s) shall assume the duties of the President.

**b.** In the event the office of President is vacated before the term of duty is

completed, the Vice President(s) shall assume the position of President until the next election.

**c.** The Vice President(s) shall be in charge of the development and preparation of social activities, fund raising, and general meetings for the HLA.

**d.** The Vice President(s) shall assist the President in coordination of activities.

**Section 3:** **The Secretary** shall:

**a.** be responsible for the minutes of the meeting of the general membership

and those of the executive body,

**b.** inform the membership of the scheduled meetings.

**c.** be responsible for collecting and distributing mail, and email.

**Section 4: The Treasurer** shall:

**a**. be responsible for the financial records of the HLA

**b.** be responsible for purchasing supplies necessary for maintaining the

organization.

**c.** be responsible for coordinating fund raising activities in conjunction with

the Vice President

**d.** be responsible for balancing the budget.

**Section 5:** **The SBA Representative** shall:

**a.** be the liaison between the Health Law Association and the SBA,

**b.** report to the general membership information received from the SBA,

including projects and programs which facilitate the purpose of the HLA,

OCU School of Law.

**Article VI: Election of Officers**

**Section 1:** Elections of President, Vice President and Treasurer shall take place at the

last meeting of Spring Semester. This meeting shall take place no later

than one week before Final Exam week of the Spring Semester. Officers

elected at that time will assume office immediately.

**Section 2:** Eligibility requirements for President, Vice President, and Treasurer are as

follows:

**a.** must be an active member of the HLA,

**b.** the student must be a member in Good Standing at OCU school of law,

**c.** the student must be returning to OCU School of Law.

**Section 3:** Eligibility Representative for the SBA representative are as follows:

1. any member of the HLA.

**Section 4:** Each active member shall have one vote for the offices of President, Vice

President(s), Secretary, Treasurer, and SBA Representative. All voting shall be by secret ballot.

**Section 5:** In the election for officers, the winning candidate must have a majority of

the votes to be declared elected. The President will chair the elections,

with full voting rights.

**Article VII: Meetings**

**Section 1:** The general membership of the Health Law Association shall meet at least

once a month each semester.

**Section 2:** The executive body shall meet at least once a month.

**Section 3:** Meeting days and times shall be decided by the President.

**Section 4:** A quorum shall be constituted by at least 5 members present at the

beginning of each meeting.

**Section 5:** In all meetings of the executive body and the general membership,

business shall be conducted according to Robert's Rules of Order.

**Article VIII: Amendment and ratification**

**Section 1:** Amendments to this constitution shall be ratified upon proper motion and

approval by two-thirds of the general membership as long as there is an

affirmative vote from both the President and at minimum one Vice President.

**Section 2:** The Executive Board shall have the power to amend the Constitution and

ByLaws in order to correct typos and other similar errors.

**Section 3:** In the event the Constitution and Bylaws are silent as to an issue, the Executive Board will resolve the issue by a majority vote.

**Article IX: Organization Agreement**

**Section 1:** The HLA agrees to abide by the OCU Code of Conduct and Student Handbook.

**Section 2:** The HLA agrees to communicate via email upon request.

**Section 3:** The HLA agrees to update the organization’s records whenever there is a SBA rule change.