ARTICLE I - Name

This organization shall be known as the UNIVERSITY OF PITTSBURGH ALUMNI ASSOCIATION FOR HEALTH POLICY AND MANAGEMENT, hereinafter referred to as The Association

ARTICLE II - Mission

The mission of The Association shall be:

- To provide the means for networking, mutual assistance and cooperation among its members
- To elevate and advance continuously the technical and professional skill and growth of its members
- To promote the advancement of the Department of Health Policy and Management of the University of Pittsburgh, Graduate School of Public Health and provide advice to the Program regarding the curriculum
- To further the objectives of the students of the Department of Health Policy and Management of the University of Pittsburgh
- To promote the advancement of the profession of Health Policy and Management

ARTICLE III - Membership

Section 1 - Classes of Membership

Membership shall be of three classes:
1. Student
2. Graduate
3. Honorary

Section 2 - Graduate Members

All recipients of a degree from the Department of Health Policy and Management of the Graduate School of Public Health of the University of Pittsburgh and of the three programs which preceded and we molded into the Program in Health Administration, shall be invited to join the association. These three programs were the Program in Medical and Hospital Administration, Program in Public Health Administration, and Program in Health Planning and Administration. Graduate Members shall take the class designation of the year in which they received their degree.

Section 3 - Student Members

All enrolled students in the Department of Health Policy and Management are eligible to become Student Members.
Section 4 - Honorary Members

Upon a favorable vote by a simple majority of the members in good standing, Honorary Membership may be conferred upon persons of distinction who have made outstanding contributions to the furtherance of the profession, or to this Association.

Section 5 - Annual Dues

The amount required for annual dues shall be $25 for the first year after graduating, then $50.00 each subsequent year payable each September, corresponding with the beginning of The Association's fiscal year. Student and Honorary classes of members are exempt from Annual Dues. The dues amount will be reexamined each year by The Association’s Executive Committee.

Section 6 - Members in Good Standing

1. All persons eligible for various classes of membership shall be entitled to all privileges, duties and responsibilities outlined in the By-Laws except the voting privilege which is restricted to the Graduate Members in Good Standing only.

2. Members in Good Standing may be withdrawn if the dues as prescribed by the Executive Committee are not paid within six (6) months after the beginning of the fiscal year.

ARTICLE IV - Meetings

Section 1 - Meetings

1. Annual - The annual meeting for the installation of officers and the transaction of other business relative to the affairs of the Association shall be held at a time and place to be selected by the Executive Committee. Notification regarding such meeting shall be sent to all Members in Good Standing not less than 30 days in advance.

2. Regional or Special - Regional or special meetings may be called at any time upon authorization by the President or by written request of ten percent of the Members in Good Standing. Notification regarding such meetings shall be sent to all Members in Good Standing not less than ten (10) days in advance.

Section 2 - Quorum

A quorum shall consist of no less than five (5) Members in Good Standing.

ARTICLE V – Governance

Section 1 – Officers

There shall be a President, President-Elect, Secretary, and Treasurer who shall serve for a two-year term. The President-Elect shall serve as the Vice President and shall automatically advance to the Presidency in the event the President is unable to fulfill his/her office or at the termination of the President’s term of office. The SECRETARY shall automatically advance to the President-Elect in the event the President-Elect is unable to fulfill his/her office or at the termination of the President-Elect’s term of office.
Section 2 – Duties of Officers

All elected officers shall be Members in Good Standing and the duties of these officers shall be such as usually pertain to such office.

Section 3 – Vacancies

If a vacancy occurs in the offices of Secretary or Treasurer during the year, the Executive Committee shall appoint an eligible member in good standing to fulfill the remainder of the term.

Section 4 – Executive Committee

The Executive Committee shall consist of the President, President-Elect, Secretary, Treasurer, immediate Past-President, and ex officio, the president of HPMA (student association). The Executive Committee will submit a report of its activities to the membership at each annual meeting. The Executive Committee is responsible for reviewing the annual dues amount and these bylaws on an annual basis.

Section 5 – Nominating Committee

The Nominating Committee shall consist of the Past President as chairperson and at least three (3) other volunteers. Suggested nominations for Secretary and Treasurer shall be received by the Executive Committee who will in turn determine the officers by majority vote.

Section 6 – Other Committees

The President, with the approval of the Executive Committee may appoint other committees to assist in the conduct of the Association’s business.

ARTICLE VI – Finances

Section 1 – Fiscal Year

The Fiscal Year shall commence on September 1 and shall end on August 31.

Section 2 – Transactions

All monies or funds received or expended by The Association shall be duly entered in the Treasurer’s books.

Section 3 – Expenditures

All expenditures in excess of $500 must be approved by the Treasurer and either the President or the President-Elect in the President’s absence (or the Executive Committee in the absence of both the President and the President-Elect)

Section 4 – Bank Accounts

All bank accounts of The Association shall be established by resolution of the Executive Committee.
Section 5 – Checks

All checks drawn against funds of The Association shall be signed by the Treasurer. In the absence of the Treasurer, checks may be signed by the President.

ARTICLE VII – Amendments

The process for the amendment of these bylaws and the appended By Laws is as follows:

1. Either by decision of the Executive Committee or by petition of not less than ten members, the President will appoint a By Laws Committee to consider and recommend changes in the By Laws.

2. The report of the By Laws Committee will be communicated to and voted on by written or electronic correspondence by all Members in Good Standing at the annual meeting.

3. Amendments must receive favorable vote by a two thirds majority vote of all Members in Good Standing.

Adopted by The University of Pittsburgh Alumni Association for Health Policy and Management

Date:___________________________

________________________________
President of the Association

________________________________
Secretary of the Association