

The Future Healthcare Executives
at the University of Wisconsin-Milwaukee

Constitution

Article I: Name/Objectives

Section 1: Name

The name of this organization will be The Future Healthcare Executives at the University of Wisconsin-Milwaukee (FHE).

Section 2: Objectives

The objectives of this organization are as follows:

- A. To promote an environment conducive to educational and ethical development of personal and social skills in a manner that will enhance the attainment of effective leadership in health services.
- B. To provide a vehicle for constructive student involvement, recognition, and representation in the profession of healthcare administration.
- C. To develop an association with local and regional health services groups to enhance academic and career opportunities.
- D. To establish congruence between undergraduates, graduate and professional continuing educational activities to foster a skillful and sensitive approach to healthcare administration.
- E. To inform members, potential members, and others in the community of the purpose of The Future Healthcare Executives, its goals, programs, and benefits, and reasons for advancing in the status within the college, this chapter thereby being a mechanism to exemplify and encourage pride in the profession of healthcare administration.
- F. To provide interaction between healthcare students and healthcare professionals within a constructive forum.

Section 3: Program

The objectives of this organization shall be furthered through organizational seminars, projects and other activities.

Article II: Status

The Future Healthcare Executives at the University of Wisconsin-Milwaukee shall serve as an official participant organization of the American College of Healthcare Executives (ACHE) higher education network in appropriate matters as prescribed by ACHE, and shall be subject to the guidelines of ACHE as they may be published from time to time.

Article III: Membership

Section 1: Eligibility

Any undergraduate or graduate student enrolled in any health or business related field is eligible for full time membership in The Future Healthcare Executives at the University of Wisconsin-Milwaukee.

Section 2: Dues

Annual dues shall be determined by the officers.

Section 3: Termination of Membership

Membership in FHE shall be terminated automatically if:

- A. The member does not meet criteria established in Article III, Section 1.
- B. The member fails to pay dues, if such are assessed.

Article IV: Meetings

The Future Healthcare Executives shall have a minimum of two meetings per semester. Other meetings may be called as requested by the officers.

Article V: Voting and Quorum

A quorum for the conduct of meetings shall be a majority of the members. Matters submitted to vote should be determined by a majority of those present. Voting may be conducted in meeting or using a web based format, with prior notification to the membership, where a quorum is assumed.

Article VI: Officers

Section 1: Composition and Election

FHE officers shall be President, Vice President, Secretary, and Treasurer. They shall be elected during the spring semester from a quorum of the full membership as indicated in Article III, Section 1 and 2 and Article V.

Section 2: Duties and Qualifications

A. President.

- a. Duties: The President shall call and preside over all meetings, handle correspondence between FHE and ACHE, and designate duties not provided for in the Constitution.
- b. Qualifications: The following criteria must be met:
 - i. Student member of The Future Healthcare Executives.
 - ii. Full time member for two semesters.
 - iii. Should be a previous officer or chairperson
 - iv. Must have attended more than half of the meetings of The Future Healthcare Executives at the University of Wisconsin-Milwaukee during the period of full membership.

B. Vice President:

- a. Duties: The Vice President shall assume all duties of the President in the event of an absence and carry out all duties as assigned by the President.
- b. Qualifications: The following criteria must be met:
 - i. Student member of The Future Healthcare Executives.
 - ii. Full time member for two semesters.

- C. Secretary:
 - a. Duties: The Secretary shall handle all correspondence between the membership and other entities, and prepare reports and minutes as designated by the President.
 - b. Qualifications: The following criteria must be met:
 - i. Student member of The Future Healthcare Executives.
 - ii. Full time member for one semester.
 - iii. A candidate with computer & writing skills is preferred.
- D. Treasurer:
 - a. Duties: The Treasurer shall be responsible for all monies received and spent by the chapter, which includes dues and organization expenditures. Disbursements shall require authorization of the Treasurer, President, or Vice President.
 - b. Qualifications: The following criteria must be met:
 - i. Student member of The Future Healthcare Executives.
 - ii. Full time member for one semester.
 - iii. Accounting experience is suggested for this position.

Section 3: Terms of Office

- A. FHE officers shall be elected for a period of one year.
- B. Vacancies shall be appointed by the remaining officers or nominated for election at the next meeting of the full membership. Appointed or newly elected officers must meet the requirements as listed in Article III, Section I.
- C. Attendance will be subject to the following:
 - a. All officers will meet once a week during each semester.
 - b. Any officer who misses two meetings per semester or does not adequately comply with their respective duties as indicated in Article VI, Section 2 would be subject to termination.

Article VII: Chair Positions

Section I: Composition and Election

Chair positions shall be applied for by any paid member in the spring, and selected by the newly elected officers for the following year.

Section II: Duties & Qualifications

- A. Volunteer Chair
 - a. Duties: The Volunteer Chair shall plan and inform membership of monthly volunteer events, report and consult directly with the Treasurer, recruit members to create a Volunteer team, attend monthly group meetings, as well as social/volunteer events.
 - b. Qualifications: Must be a paid member of FHE and possess the ability to communicate effectively as well as have excellent preparation skills
- B. Membership Quality Chair
 - a. Duties: The Membership Quality Chair shall attend monthly group meetings as well as social/volunteer events, report and consult directly

- with the Vice President, create new member folders, develop monthly social events, assume the position of greeter at monthly meetings.
 - b. Qualifications: Must be a paid member of FHE and possess the ability to communicate effectively as well as have excellent preparation skills.
- C. Graduate Liaison
- a. Duties: The Graduate Liaison will serve as an advisor to the President of The Future Healthcare Executives, bringing forward views, concerns and needs of the graduate students at the University of Wisconsin-Milwaukee.
 - b. Qualifications: Must be a paid member of FHE, as well as a graduate student enrolled in the MBA program at the University of Wisconsin-Milwaukee with the specialization in Healthcare Management.
- D. Sophomore Liaison
- a. Duties: The Sophomore Liaison will be responsible for helping get underclassmen involved in FHE.
 - b. Qualifications: Must be a paid member of FHE.
- E. Alumni Advisor
- a. Duties: The Future Healthcare Executives Alumni Advisor is responsible for improving FHE alumni relations, be a resource for current officers, and help with the transition of new officers. The Alumni Advisor will work with current officers and faculty to help FHE meet their mission, vision, and goals.
 - b. Qualifications: The Alumni Advisor must be a past FHE/ACHE student officer. If available, this person will attend officer meetings on a monthly basis and hold weekly office hours to work on alumni relations. This position will be appointed in April by the newly elected officers and serve the position for the following school year.

Article VIII: Amendments

Amendments to the Constitution of The Future Healthcare Executives at the University of Wisconsin-Milwaukee shall be proposed in writing to the officers. Notice of proposed amendments shall be provided to members not less than two weeks prior to the meeting at which the amendment will be considered for approval by the membership. Amendments will pass with a 2/3 vote of FHE members present at the time of the vote.

Article IX: Adoption

The Constitution of The Future Healthcare Executives at the University of Wisconsin-Milwaukee will be adopted by a 2/3 vote of the current membership of the American College of Healthcare Executives at the University of Wisconsin-Milwaukee present at the time of the vote. Upon adoption, the American College of Healthcare Executives at the University of Wisconsin-Milwaukee student chapter will be officially dissolved and its membership transferred to The Future Healthcare Executives at the University of Wisconsin-Milwaukee.

Formally adopted: 04-03-07