

May 25, 2007

Hu C. Myers PA Alumni Association

BY LAWS

Article I – Name, Location of Office and Governmental Officers

The organization shall be known as the Hu C. Myers Physician Assistant Alumni Association (HCMPAA). Its central office shall reside on the campus of Alderson-Broaddus College, Philippi, West Virginia. At the proper time it shall be recognized as a 501(c)(1) organization, for IRS tax purposes, and will devote its activities exclusively for public purposes.

Article II – Object and Purposes

The objectives of the organization shall be:

- 1) To provide for the professional growth of its members
- 2) To take an active part in supporting the standards of excellence of the AB PA Program
- 3) To periodically contribute financial funds to the AB PA program educational programs
- 4) To serve as a forum for both students and graduates, enhancing both networking activities and college relations
- 5) To support camaraderie among graduates and students of the AB PA Program
- 6) To enhance the image and support of all AB PA graduates

Article III – Membership

The membership of the HCMPAA shall be composed of active and honorary members defined by these By-Laws. All PA students and graduates in good standing will automatically become life members of this organization.

Article IV – Board of Governors

The organization will elect class representatives to serve on the Board of Governors for three year terms. The Board of Governors (BOG) will appoint members to the Board of Directors consisting of a President, President-Elect, Secretary, Treasurer and two (2) directors @ large. Terms of office will initially be staggered. President – 1 yr, President-Elect 1 yr, Secretary – 2 yrs, Treasurer – 2 yrs 1st Director @ large – 1 yr, 2nd Director @ large – 2 yrs. The Board of Directors (BOD) will function as a “steering committee” of the organization. A liaison ex-officio should be a member of the AB faculty, who is in good standing. This faculty member will be appointed by the Board of Governors. A student representative should be appointed by the AB PA Program Director and will serve for 1 yr.

Officers:

- Graduated Class Representatives – will make up the Board of Governors (BOG) – (1972 thru the present) – 3 yr terms, may be renewed
- Each graduating class will elect a Class Representative to serve on the BOG. Elections would take place a few days prior to the Graduation Ceremonies.

President – Appointed by the BOG – 2 yr term

President-Elect – Appointed by the BOG – 1 yr term

Secretary – Appointed by the BOG – 2 yr term

Treasurer – Appointed by the BOG – 2 yr term

Directors @ large – Appointed by the BOG 1st Director – 1 yr term, 2nd Director – 2 yr term

Student Representative – Appointed by the PA Program Director – 1 yr term

Article VI – Amendments

The By Laws of the HCMPAA may be altered or amended at any annual meeting. Amendments in the form of a resolution must be approved 30 days prior to the annual meeting by the Board of Directors. Or, a mail ballot in the form of a resolution may be emailed to the membership upon approval of the Board of Directors. Again, approved 30 days by the BOD prior to an email ballot be sent to the membership. Approval will require favorable votes of the majority (> 50%) of members who cast their ballots by email or in person.

Article VII – Members

There are two (2) membership categories for all members of the HCMPAA. (a) Active members and (b) Honorary members. Active members shall be all students enrolled and in good standing with the Physician Assistant Program of Alderson-Broaddus College. In addition, all graduates, in good standing will become active members of the HCMPAA.

(b) Honorary members shall be any person so selected by the Board of Directors for honorary membership. Honorary membership will be extended to all faculty and adjunct faculty of the A-B PA Program who are not A-B PA graduates. Honorary membership shall be extended to faculty who are members of the A-B faculty community and have been approved by the Board of Directors.

Article VIII – Voting

Voting rights will reside with Active Members. Honorary members may address the membership with areas of personal concern, but will not be allowed to vote on resolutions (motions approved by the BOD).

Article IX – Membership Donations – HCOMPAA Foundation and Advisory Committee

Though not required for membership, all members will be encouraged to make a tax deductible contribution to the HCOMPAA Foundation. Solicitation letters will be mailed out to members annually. Funds collected by the Foundation will be used for humanitarian purposes. Examples of these activities may include: student scholarships, the purchasing of PA Program teaching equipment and A-B college donations. A-B's Director of Alumni Relations will be responsible for providing staff support to the Foundation and appoint its five member advisory committee. Advisory committee members shall represent the Foundation and be drawn from the business community of Barbour County. The HCOMPAA board of governors will approve the appointments of the Foundation's advisory committee members.

Article X – Board of Directors and Board of Governors

The board of directors will consist of a:

President (1)	1 year
President-Elect (1)	1 year to assume the presidency for 1 year
Secretary (1)	2 year
Treasurer (1)	2 year
Directors-at-large (2)	1 for one year; 1 for two years

The BOD will meet two times a year. (1) Homecoming Weekend of A-B College and, (2) At the annual conference of the American Academy of Physician Assistants.

The BOG will consist of Class Representatives that will be chosen by their respective class members. Those classes that have graduated will be asked to select a Class Representative to serve on the BOG. Terms will be for 3 years subject to renewal for an additional 2 years.

Members of the BOD, BOG and Foundation must demonstrate leadership potential and remain in good standing within the state Medical Boards and with the A-B PA community.

A nominating committee will prepare a slate of candidates for the annual membership meeting. Voting will include filling all BOD vacancies and will take place at the annual membership meeting during the AAPA conference.

Article XI – Officers and Nominating Committee

The preparation of a slate of candidates for voting purposes will be due thirty days prior to the annual membership meeting. This process will be the responsibility of the

nominating committee made up of the immediate past president, as chair and two other members @ large appointed by the BOG. All candidates must be graduates of the A-B Physician Assistant Program. The membership will be solicited by the nominating committee forty-five days prior to the annual meeting for potential candidates. Any member of the HCMPAA may place a name of a fellow member for consideration with the nominating committee. It will be the responsibility of the nominating committee to approve either self-declared candidates or candidates who have been offered to the nominating committee by a member.

In addition to the in-person vote at the annual membership meeting, an electronic ballot will be circulated among the membership ten days prior to the annual meeting. Members will be able to cast their vote electronically if they know that they will not be in attendance at the annual membership meeting. An electronic vote will need to be cast within 72 hours of receipt of the ballot.

Announcements of the new officers will take place during the annual meeting and broadcast on the HCMPAA web site.

The Board of Directors

The following officers will make-up the Board of Directors:

1. President – 1yr term The President shall be the chief executive officer of the organizations – HCMPAA and the HCMPAA Foundation. The president will chair the board of directors meetings, coordinate all activities of the organizations and shall endeavor to accomplish the successful execution of its goals and objectives.
2. President Elect – 1yr term The President Elect shall assume the presidency at the end of the term. In the absence of the President, the President-Elect will preside at all meetings and perform the functions required of the President
3. Secretary – 2yr term The Secretary to the board shall maintain the correspondence of the organization, record the proceedings of the annual meetings both of the association and the Board of Directors, and shall keep an electronic copy of all minutes in a permanent files. Minutes and By-Laws will be kept in the A-B PA Program offices.
4. Treasurer – 2yr term The Treasurer will be responsible for overseeing the financial viability of the organization and provide the board of directors an annual report of assets, expenses and variances to the proposed operating budget. The treasurer will be responsible for filing tax reports to the state of West Virginia and the IRS. The treasurer will also attend advisory committee meetings.

5. Directors-at-large 1 for 1yr 1 for 2yrs Directors will represent the membership at all board meetings. The Directors will attend all Board of Governor's meetings and represent the Board of Directors.

The Board of Governors

The Board of Governors (BOG) will be made up of class representatives that have been chosen to serve on the BOG. The BOG will elect their own chairman from their own ranks. The chairman will serve for a two year term and oversee the coordination of all functions of the BOG.