

SOUTH CAROLINA HOSA

BYLAWS

ARTICLE I

NAME

The name of this organization shall be **South Carolina HOSA**.

ARTICLE II

PURPOSE

The primary purpose of HOSA is to serve the needs of its members and strengthen the Health Science-HOSA Partnership in the following ways:

- a. Foster programs and activities which will develop:
 1. Physical, mental and social well-being of the individual
 2. Leadership, character and citizenship
 3. Ethical practices and respect for the dignity of work.
- b. Foster self-actualization of each member which contributes to meeting the individual's psychological, social and economic needs.
- c. Build the confidence of students in themselves and their work by providing opportunities to assume responsibilities and by developing personal and occupational competencies and social skills that lead to realistic choices of careers and successful employment in the healthcare field.
- d. Promote inter-organizational relationships with professional groups, businesses, industries and other organizations.
- e. Recognize individual achievement in scholarship, occupational skills or services rendered, by providing recognition and awards.

- f. Promote involvement in current healthcare issues, environmental concerns and survival needs of the community, the nation and the world.
- g. Establish and maintain chapters in good standing with HOSA.

ARTICLE III

MEMBERSHIP

Section 1. Membership composition.

- a. HOSA is a national organization of, by and for students who (1) are or were enrolled in secondary, postsecondary/collegiate health science education classes and/or (2) are interested, planning to pursue, or pursuing a career in the health professions.
- b. Members shall be students who are or have been enrolled in health science classes, and/or are interested, planning to pursue, or pursuing a career in the health professions, and persons associated with, participating in or supporting health science in a professional capacity.

Section 2. This state association shall be chartered by the Board of Directors of HOSA, Inc., comprised of local chapters and may be composed of the following divisions: Secondary, Postsecondary/Collegiate, Alumni and Professional.

Section 3. The Secondary Division shall be composed of secondary students who are or have been enrolled in a health science program or an organized career awareness program or are interested, planning to pursue, or pursuing a career in the health professions.

Section 4. The Postsecondary/Collegiate Division shall be composed of students who are not enrolled in high school, have received a high school diploma and/or are pursuing a GED and are enrolled in a healthcare related field at the undergraduate level.

- Section 5.** Members-at-large shall be those persons otherwise qualified for membership where active HOSA chapters are not yet established. Members-at-large shall affiliate directly with the state association, or by geographic region as determined by the State Association, or where no active state association is established, directly with National HOSA. Members-at-large are not eligible to serve as voting delegates to the National Conference or seek national elected office.
- Section 6.** The Alumni Division shall be composed of persons who have been a member of HOSA. Alumni Division members shall pay affiliation fees, but may not vote, make motions, hold office or compete in events.
- Section 7.** The Professional Division shall be composed of persons who are associated with or participating in health science in professional capacities. These may include health professionals, alumni or other adult members of the community who wish to assist and support the HOSA program and its growth and development. Professional division members shall pay affiliation fees, but may not vote, make motions, hold office or compete in events.
- Section 8.** Honorary members shall be persons who have made significant contributions to the development of HOSA and/or have rendered outstanding service to the organization. Honorary membership may be conferred for life by a three-fourths vote of the South Carolina HOSA, Inc. Board of Directors. Honorary members shall have none of the obligations and all of the privileges of membership except voting, making motions, holding office and competing in events.
- Section 9.** Annual affiliation fees from the state association shall be specified in policies and procedures and must be approved by HOSA, Inc., and the delegate assembly for each division. Additional affiliation fees may be assessed by state and local organizations. Affiliation fees for fall semester students must be received by National HOSA on or before January 1 of the membership year. Affiliation fees for

students who enroll after January 1 must be received by National HOSA on or before March 1 of that same year. Affiliation fees for postsecondary/collegiate students who enroll after January 1 must be received by National HOSA on or before March 1 of that same year. These students will be members for twelve (12) months. The membership year concludes on December 31 for these students. Students who do not affiliate by the appropriate date shall be ineligible to participate in the National Competitive Events Program or seek state or national office.

Section 10. Lifetime membership shall be available for persons who are or have been active members and who are or have participated in HOSA in a professional capacity. Lifetime membership affiliation fees shall be \$150. Lifetime members may not vote, make motions or hold office by virtue of this membership alone. Lifetime members will have all privileges accorded if serving in other roles in HOSA: e.g. Delegate Assembly, HOSA, Inc. or Board of Directors.

ARTICLE IV

OFFICERS

Section 1. Elected Officers:

- a. A President shall be elected by the voting delegates of the combined Secondary and Postsecondary/Collegiate Divisions at the State HOSA Conference.
- b. The officer team may consist of one or more vice-president(s), one secretary, one reporter, one historian and other board representatives for a total of no more than eight (8) officers.
- c. The duties of the various officers shall be such as are specified in these bylaws and in the Roberts Rules of Orders adopted by the organization.

- d. State Officer Advisor(s) shall be appointed by the HOSA, Inc. Board of Directors.

Section 2. Duties of Officers:

- a. HOSA Officers shall make themselves available, as necessary, in promoting the general welfare of HOSA.
- b. The President shall preside at the State HOSA Conference and all HOSA officer meetings, make committee appointments (unless otherwise provided) and develop with the assistance of the state officer team and the South Carolina HOSA, Inc. Board of Directors, an Annual Program of Work. The President shall serve on the HOSA, Inc. Board of Directors.
- c. The Vice-President shall serve HOSA in any capacity as directed by the President and shall assume the duties of the President in his/her absence. The Vice-President shall serve on the SC HOSA, Inc. Board of Directors.
- d. Other officers shall promote the growth and development of their HOSA in accordance with the Annual Program of Work. They may serve as members of the Nominating Committee, SC HOSA, Inc. Board of Directors and in any other capacity as directed by the President.
- e. The State Officers shall represent SC HOSA, Inc. Board of Directors. They shall participate on board committees, carry out any other responsibilities as appointed or requested by the Chairman of the Board and report action to the HOSA Executive Council and membership.

Section 3. Officer candidates shall be required to pass the HOSA Information and Parliamentary Procedure Examinations. The qualifying scores of these examinations are determined by the Nominating Committee and approved by the Board of Directors. Secondary candidates must be current members of HOSA in good standing and be available to serve during their junior or senior year in high

school. Postsecondary students must be a member of HOSA in good standing and serve while currently enrolled in a postsecondary program.

Section 4. Candidates for each office shall submit required information to the SC HOSA State Advisor via their respective chapter prior to the annual State HOSA Conference by a date designated by the Board of Directors. This information shall include:

- a. A nomination application with a record of HOSA offices held.
- b. A verified statement of academic performance for the current school year.
- c. A statement of support with the signature of the school principal, CTE Director or Dean; the signature of the local chapter advisor; and, the signature of parent or guardian if the candidate is a secondary member; and other required forms.

Section 5. Officers must reside in South Carolina throughout their term of office.

Section 6. A nominating committee may be composed of no less than one (1) member of the HOSA, Inc. Board of Directors, two (2) secondary students, and/or one (1) postsecondary/collegiate students, and three (3) other members shall be appointed by the SC HOSA, Inc. Board of Directors. This nominating committee shall interview qualified candidates and shall nominate no more than five candidates for each secondary and postsecondary/collegiate office. Candidates may also be nominated from the floor if they have met the qualifying requirements. A chapter shall submit no more than two (2) students for office.

Section 7. Student officers shall be elected by ballot at the annual State HOSA Conference to serve one year and until their successors are selected. In the event a majority vote is not secured by any candidate, a run-off will be held between the two (2) candidates with the most votes. Terms of office shall begin immediately after the annual conference at which officers are elected. State officers may not seek same office. They may seek any other office.

Section 8. In the event of a vacancy in the office of President, the Vice-President shall succeed to that office. In consultation with the Nominating Committee, other vacancies in state offices may be filled by appointment by the Board of Directors from the list of nominees for that office. When no previous candidate for that office is available the board may select another qualified candidate.

ARTICLE V

MEETINGS

Section 1. The State HOSA Leadership Conference with annual business meeting shall be held each year with the time and place to be designated by the SC HOSA, Inc. Board of Directors.

Section 2. Local chapters of SC HOSA shall exercise their membership voting privileges through voting delegates. Voting delegates shall be allowed each Division (Secondary and Postsecondary/Collegiate) of each chartered chapter according to the following formula:

<u>Membership</u>	<u>Voting Delegates</u>
0-10	Two (2) for the first ten members or less
11-50	One (1) additional delegate for each additional ten (10) members or major fraction thereof (more than one-half).
51+	In no case shall any local chapter have more than five (5) voting delegates.

One alternate delegate should be selected for each chapter delegation. The apportionment of delegates shall be made according to membership reported thirty (30) days prior to the State Conference.

Section 3. A Credentials/Tellers Committee and a Rules/Arbitration Committee may be appointed by the Executive Committee in advance of each State Conference. Each

committee shall be composed of a secondary and/or a postsecondary/collegiate student and a secondary and postsecondary/collegiate advisor.

Section 4. The Credentials/Tellers Committee shall review and approve the list of delegates compiled by the SC HOSA Headquarters, shall supervise registration of delegates, shall submit a report at the beginning of each session on the number of delegates present and shall distribute ballots and tally votes for any ballot vote.

Section 5. The Rules/Arbitration Committee shall, with the approval of the Executive Committee, propose to the convention a list of rules, an order of business and a code of conduct for the conference. The committee shall review all questions and disputes which have been prepared and submitted according to an established procedure and shall make appropriate recommendations to the Executive Committee in a timely manner.

ARTICLE VI

STATE OFFICER TEAM

Section 1. The State Officer Team shall be composed of all officers of SC HOSA as designated in Article IV, Section 1, and the State Officer Advisor(s).

Section 2. The State Officer Team shall meet at least two (2) times per year. They shall meet preceding the State HOSA Leadership Conference. Other meetings shall be held, either in person or by telephone conference call, at the call of the State President or by a majority of the State Officer Team, or the State Officer Advisor(s) with the approval of the chairman of the SC HOSA, Inc. Board of Directors.

Section 3. The State Officer Team shall be responsible for assisting in planning and conducting the State Leadership Conference program and business sessions, as well as

assisting in the annual HOSA Program of Work and the annual Fall Leadership Conference.

ARTICLE VII

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of **Robert's Rules of Order, Newly Revised**, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and the Bylaws of SC HOSA, Inc. and any special rules the organization may adopt.

ARTICLE VIII

SUPERVISIONS

- Section 1.** The State Education Associate of South Carolina Department of Education health science programs or the designated representative shall be responsible for the growth and development of SC HOSA.
- Section 2.** Advisors to assist HOSA's growth and development may be appointed as deemed necessary by the Board of Directors.
- Section 3.** The SC HOSA, Inc. Board of Directors will manage all HOSA initiatives, including HOSA finances. The results of an annual audit will be available.

ARTICLE IX

EMBLEM AND COLORS

- Section 1.** The emblem of HOSA is a circular design with a triangle inside containing the symbolic figure of a person and hands. The design is described and protected from infringement by trademark registration numbers as filed with the United States Patent Office. The use of this emblem will be governed through the chartered state association under policy established by the Board of Directors.
- Section 2.** The colors of HOSA are navy blue, maroon and white.
- Section 3.** The HOSA motto is “The Hands of HOSA Mold the Health of Tomorrow.”
- Section 4.** The HOSA slogan is “Health Science and HOSA: A Healthy Partnership.”
- Section 5.** The HOSA tagline is “HOSA – A Student-Led Association of Future Health Professionals.”

ARTICLE X

AMENDMENTS

These Bylaws may be amended by a two-thirds vote at any State HOSA Leadership Conference, provided the amendment has been proposed by a Chapter, a Division, the State Officer Team, or SC HOSA, Inc. Board of Directors. Proposed amendments must be submitted in writing at least sixty (60) days before the State HOSA Conference. All proposed amendments must be submitted to the SC HOSA, Inc. Board of Directors by the State HOSA Advisor at least thirty (30) days prior to the State Leadership Conference.