

Constitution of the ODME Undergraduate Pathways Program Alumni Association

HISTORY

ODME began offering pathway programs in 1997 with the formation of a federally funded Health Careers Opportunity Program (HCOP) that was also called SPSP (Stanford Premedical Summer Program).

A total of 320 students completed the program between 1997 and 2007.

Selected demographic characteristics of the entire group of 320 students at entry include:

- 105 (33%) males and 215 (67%) females
- 251 (78%) historic under-represented students (Black, Hispanic, and Native American)
- 74 (23%) community college students
- 246 (77%) four-year college/university students
- 209 (65%) California students and 111 (35%) other state students

In 2013, educational attainment was obtained for 279 out of 320 (87%) participants. Selected educational outcomes and status of the 279 students include:

- 278 (99.6%) graduated from a four-year college
- 138 (49%) completed a health professions or graduate school
- 63 (23%) remained enrolled in health professions or graduate school
- 129 (46%) completed a graduate program leading to a doctoral or masters degree
- 56 (20%) remain in a graduate program leading to a doctoral or masters degree
- 76 (27%) completed MD or DO degree
- 40 (14%) remain enrolled in a MD or DO school

The top three program components that participants reported to have strong influence are: information on medical school, networking, and peer support.

Several name changes ensued as funding waxed and waned and new programs became part of the ODME undergraduate pathway programs portfolio (SSCCPP, SRECC, SSCCrP, LEAP). A new study is underway to track several hundred participants who completed ODME programs between 2011 and 2024.

This constitution was initially adopted on ----

PURPOSE

To advance the welfare of ODME Undergraduate Pathway Programs Alumni (UPPA) and to assist its participants and its alumni as appropriate and within the scope of its capacity.

ARTICLE I

Name, Membership, and Objective

Section 1: The name of this organization shall be the Stanford ODME Undergraduate Pathways Program Alumni Association (UPPAA, also referred to as Association).

Section 2: There shall be two classes of members: alumni members and honorary members. Any former participant who completed an ODME Undergraduate Pathways Program in good standing shall be a member of the Association.

Section 3: Any former ODME Undergraduate Pathways Program participant who completed the program and is in good academic or professional standing is eligible to vote and to hold office. In the event of questions regarding membership, the Executive Committee (EC) shall recommend policy to the Association to decide upon eligibility.

Section 4: Honorary membership may be conferred by vote of the Executive committee upon those persons, lay or professional, who have rendered distinguished service or have achieved unusual recognition in relationship to ODME Undergraduate Pathway Programs. Only alumni members shall be eligible to vote in Association elections, hold Association office, be listed in the Association alumni directory, and participate in the online alumni community.

Section 5: By unanimous vote of the Board, any membership may be terminated.

Section 6: The objective of the Association shall be to promote continuing community among the alumni, between alumni and current program participants, and between alumni and ODME for mutual benefit. The Association shall present the opinions and recommendations of the alumni to ODME and shall serve as a resource to advance the ODME mission, and to support the continued development of ODME Pathway Program alumni.

ARTICLE II

Meetings

Section 1: The annual meeting of the Association shall be held at Stanford Medicine in conjunction with the Alumni Day homecoming - typically the Friday before the Stanford University Minority Medical Alliance (SUMMA) conference (first or second Friday in February) OR a time designated by the Executive Committee and approved by the board and member vote. Additional meetings may be called by the Chair. More than 50% of the members registered to attend the annual meeting, shall constitute a quorum.

Section 2: The Board shall convene a minimum of two meetings each year, in the fall and in the winter, before or after alumni day, the SUMMA conference, and the annual meeting of the Association. The Chair/co-chair or any Executive Committee member may request a Session of

voting members only. Other sessions may include any or all of the non-voting members of the Association at the discretion of the Executive Committee.

Section 3. The President may postpone or cancel stated meetings. He or she may call additional meetings as may seem expedient, with the approval of the Council, and with at least two weeks' notice to all members of the Council.

Section 4. For purposes of transacting business at all meetings of the Council, a majority of the members shall constitute a quorum.

Section 5. The president shall appoint ad hoc committees to conduct the business of the Council in between meetings.

Section 6: Notice of each meeting shall be sent to the membership at least 30 days in advance of the date set.

ARTICLE III

Officers, Executive Committee, and Functions

Section 1: The officers shall be a Chair/Co-Chairs, a Chair-elect, and a Secretary. The Chair, chair-elect, and Secretary shall be elected for 1 year. They shall remain in office for the tenure of their appointments or until their successors are elected. Officers shall take office following the annual meeting and the vote.

Section 2: The Chair/Co-Chairs shall appoint, with the concurrence of the Executive Committee, such committees as are desirable and as are essential.

Section 3: At least 60 days in advance of the annual meeting, the Chair/Co-Chairs shall designate a Nominating Committee of at least two members to join a designee from the ODME.

Section 4: At least 30 days before the Annual Meeting, the Committee will submit to the association membership a slate of nominees for any open positions outlined in Article III.

Section 5: The slate shall consist of nominees for all vacating positions, including officers, members at large, as well as two Delegates to the Association. Prior to the 30 days leading up to the meeting, any member may submit names of additional candidates for consideration and inclusion by the Nominating Committee.

Section 6: The Chair-elect shall accept such responsibilities as are usually accorded this office and shall preside at meetings in the absence of the Chair/Co-Chair. In the event that the Office of the Chair/Co-Chair has been vacated, the chair-elect will automatically succeed as Chair and the vacated office of the chair-elect will be filled.

Section 7: The Secretary shall keep minutes of all regular meetings of the Association and the Executive Committee.

Section 8: The Executive Committee shall consist of the officers of the Association, the immediate Past-President, and a minimum of 3 members-at-large, as well as the representatives to the Association. The ODME shall appoint at least one staffer to the Executive Committee ex officio. Each member-at-large shall be elected for a one-year term; three being elected each year. Elected members shall take office following a vote or appointment, and serve from the time of appointment, and January to December of the following year. A member-at-large may be elected for up to two additional consecutive terms.

Section 9: The officers of the Association plus the other members of the Executive Committee shall meet at least annually and at the call of the Chair/co-chair with due notice. The Executive Committee shall transact business in the name of the Association between its meetings. Five members present at any Executive Committee meeting, properly called, to include an ODME designee, will be a quorum.

Section 10: In the event that the position of an officer or elected member is vacated due to death, incapacity, or resignation, the Chair/co-chair and ODME designee shall appoint a new Nominating Committee consisting of at least two members of the Executive Committee. The newly appointed Nominating Committee shall select a successor to the vacated position and present the candidate to the full Executive Committee by email for review and comment. Comments should be directed to the Chair/co-chair and the Nominating Committee. The Chair/co-chair, at their discretion, may request an electronic ballot from the Executive Committee or may elect to postpone the ballot to its next scheduled meeting. Following ratification by the Executive Committee, the candidate will serve as an “acting” officer or member until ratification by the vote of the Association membership present at the next Annual Meeting.

ARTICLE IV

Section 1: Dues of the Association may be set or modified by a majority vote of the membership at any meeting, properly called, upon recommendation of the Executive Committee.

ARTICLE V

Amending the Constitution

The Constitution may be amended by a majority vote of the members of the Association present at the annual meeting, or any special meeting called for this purpose. Notice of such amendments must be given in the call for the meeting.

Section 1: This Constitution may be amended by a majority vote of the members present at any meeting, properly called, provided that copies of proposed amendments have been distributed to the membership at least 30 days in advance of the meeting, and provided that the Executive Committee recommends the change.

Section 2: The EC is the policy-making body of the Association.

Section 3: The EC shall have the power to appoint committees of alumni, including members of the Association for the purpose of study and recommendations concerning particular problems relevant to the affairs of the Association.

Section 4. The EC may appoint a Chair of Alumni Relations and the two representatives to the Alumni Association.

Article VI.

Chair of Alumni Relations

Section 1. A Chair of Alumni Relations shall be appointed from candidates recommended by the nominating committee.

The Chair shall serve at the pleasure of the Executive Committee.

Section 2. The Chair of Alumni Relations, working with the Board and Executive Committee, shall recommend and plan activities and programs related to alumni engagement and participation.