



Newsletter: August 22, 2006

The purpose of this and the accompanying second email is three-fold: 1.) To bring PCCHA members up-to-date with current issues; 2.) To get your feedback through a brief survey (click on the link in the contents below); and 3.) To vote on a candidate slate for soon-to-be vacated PCCHA Officer positions. The newsletter below gives brief bios on the candidates. The link to the actual vote is in the accompanying email.

Contents

PCCHA Officer Candidate Slate

[Click here](#) to view the candidate slate. Your opportunity to cast your vote or offer your comments on the candidate slate is in the accompanying email.

PCCHA Membership Survey

[Click here](#) to take our 5-minute survey. This survey is designed to help the PCCHA Executive Committee better meet the needs of all members.

PCCHA 2006 Annual Meeting

Join us in beautiful Vancouver BC on October 18-21 for the Annual Meeting. Come to learn. Come to network. Come to celebrate College Health at its Finest! Go to <http://www.capps.wsu.edu/pccha/> for information and links to registration and lodging.

PCCHA Meetings after 2006

Hawaii in 2007, Salt Lake City in 2008. You have to ask yourself, Could it possibly get any better?

PCCHA Proposed Bylaws Changes

It's true, the word "Bylaws" makes our eyes glaze over too. But a quick ten minute scan can give you a stronger grasp on how PCCHA actually works and what changes could add to its efficiency and effectiveness. We will vote on these changes at our Business Meeting in Vancouver. [Click here](#) to see an overview and the rationale for the major changes. [Click here](#) to see the Bylaws with the proposed revisions.

PCCHA Officer Candidate Slate

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[Message from the PCCHA Nominations Committee](#)

You will receive an accompanying email that will link you to a site where you can vote on the following candidate slate. Votes must be received by September 15 in order to be counted.

The current candidate slate is:

- ❖ **Tim Crump, MSN** [Candidate Bio or Statement](#)
University of Portland
Candidate for PCCHA President Elect
- ❖ **Vicki Judd, MD** [Candidate Bio or Statement](#)
University of Utah
Candidate for the office of PCCHA Treasurer
- ❖ **Sabina White, MA** [Candidate Bio or Statement](#)
University of California, Santa Barbara
Candidate for the office of PCCHA Secretary
- ❖ **Joan Rawlins, MPA** [Candidate Bio or Statement](#)
University of Utah Student Health Service
Candidate for the office of PCCHA Vice President Elect
- ❖ **Tom Ryan, MD** [Candidate Bio or Statement](#)
University of Oregon
Candidate for PCCHA Historian

To see the current list of officers, click

http://www.acha.org/about_acha/affiliates/PCCHA/officers.html.

Message from The PCCHA Nominations Committee

Dear PCCHA Member:

As the chair of the PCCHA nominations committee, I am pleased to present to you the candidates for the slate of executive committee members for the board of directors of PCCHA for 2006-2007. The slate was arrived at after the nominating committee and I solicited nominations from the PCCHA membership and consideration was given to the future locations of annual meetings and the experiences and interests of the candidates were reviewed. The slate of candidates was then approved by the board at its most recent meeting. We believe that this slate of candidates will provide excellent leadership.

Under the revised by-laws we are to send this ballot to members 60 days prior to the annual meeting and we would appreciate it if you would return the ballot before September 15th. This is a new process and we welcome your feedback.

The results will be announced at the business meeting of the PCCHA Annual meeting Vancouver, BC in October. The slate of candidates is:

- ❖ **Tim Crump, MSN** [Back to Candidate list](#)

University of Portland

Candidate for PCCHA President Elect

"I have worked at the University of Portland Health Center for nine good years and I consider myself both fortunate and privileged to have this practice. I enjoy providing direct clinical services to a mostly motivated population of people who are often willing to actually consider behavior change, acting as something of a Public Health Officer for the university as a whole, and just being part of multi-faceted intellectual institution. In my previous life in both private practice and public health I missed having discussions about things other than just medicine.

"At the University of Portland Health Center, I have been passionate about encouraging alternative and active transportation. I have been active in work with sexual minority students. I have also been active with our university Disaster Preparedness Committee and helped facilitate an International Peer Health Educator Program.

"PCCHA has become for me an important network to connect with others working in the field of college health. The time and effort that I have put into the positions of vice president and secretary have been far more than compensated just by working side-by-side with other wonderful and dedicated people in this field. Without this network, I'd be forever "re-inventing the wheel" each time a big issue came up in college health. As PCCHA President-Elect and later as President, I would look forward to deepening those connections."

- ❖ **Vicki Judd, MD** [Back to Candidate list](#)

University of Utah

Candidate for the office of PCCHA Treasurer

"I am the medical director of student health at the University of Utah. I completed an MBA recently. PCCHA is the one of most proactive regional organizations of ACHA. I would like to see more Colleges and Universities participate in PCCHA. I support more local meetings sponsored by PCCHA. Nonparticipating college health personnel would be able to attend at minimal expense. They would be introduced to the benefits of joining and being involved in PCCHA. I wish to serve as PCCHA treasurer. I feel my business degree/background and active involvement in PCCHA/ACHA would support me in this position."

- ❖ **Sabina White, MA** [Back to Candidate list](#)

University of California, Santa Barbara

Candidate for the office of PCCHA Secretary

Sabina has been working in college health since she was hired by UCSB's Student Health Service in 1977. She founded the Health Education Department (HED) that year and the first peer training class in 1978. To date, three of HED's programs (Curriculum Infusion, Readers Theater, Community Health and Condom Alert) have been included in "Promising Practices Sourcebook: Campus Alcohol Strategies and one

(Condom Alert) has been included as a model program in Sexual Responsibility Week. HED's theater program won the national BACCHAUS & GAMMA Peer Education Network award for best peer theater presentation in 1997. Sabina has demonstrated innovation, leadership and effectiveness in a wide range of areas within health education, and she is eager to serve the members of PCCHA as a board member.

❖ **Joan Rawlins, MPA** [Back to Candidate list](#)
University of Utah Student Health Service
Candidate for the office of PCCHA Vice President Elect

"I have worked in the University of Utah Student Health Service for over twenty-two years. It has been my privilege to serve in several capacities within our Health Center, thus giving me the opportunity to see the impact we, as college health professionals, can have in our students' lives. In 1993 I earned my Masters of Public Administration at the University of Utah and assumed my current position of administrative Director.

"I was told when I first began this career that working with the college population would keep me young. I guess that meant "young at heart" since the mirror tells a different story. My association with Utah college students leaves me awe-inspired. I am humbled by their ability to manage full class loads, 20+ employment hours, families, commuting, voluntary service, technologies and a social life. The energy and enthusiasm they bring each Fall is truly what rekindles my own passion and commitment.

"Ensuring that my Health Center and college health in general, keep pace with these amazing people, remains my life goal. Understanding who they are, the challenges they face in today's complicated societies, and engaging them from their perspective is essential if we are to maintain our partnership with them."

❖ **Tom Ryan, MD** [Back to Candidate list](#)
University of Oregon
Candidate for PCCHA Historian

Tom Ryan is a graduate of the University of Virginia School of Medicine and has worked in college health as a physician and administrator for over 25 years. Prior to moving to the west coast three years ago, he was Medical Director at Virginia Tech in Blacksburg, Virginia. He is currently the Director at the University of Oregon Health Center. Tom has also served at the PCCHA Awards Committee Chair for the past two years.

To see the current list of officers, click
http://www.acha.org/about_acha/affiliates/PCCHA/officers.html.

Proposed Bylaws Changes

Below is a brief description of the process for changing the Bylaws, followed by a description and rationale of the significant Bylaws changes that are being proposed. To see the complete Bylaws with the proposed changes marked, [click here](#). To return to the Newsletter contents, [click here](#).

Process of Bylaws review and amending

[Section XI](#) describes the process for Bylaws review and amending.

- **Step 1:** The Secretary should first be sure that revisions are not in conflict w/ ACHA Bylaws. **Current Status:** The current proposed revisions do not appear to be inconsistent with ACHA. To view ACHA's Bylaws, go to <http://www.acha.org> and access the "members only" section. The Bylaws are within the reference documents of the On-line Leadership Handbook.
- **Step 2:** Proposed revisions should be submitted to and approved by the PCCHA Executive Committee. **Current Status:** The PCCHA Executive Committee has approved the proposed Bylaws Revisions.
- **Step 3:** Distribute to all members the text of proposed amendments at least 2 wks prior to the Business Meeting. **Current Status:** This is being accomplished through this newsletter.
- **Step 4:** Proposed revisions then need approval by the general PCCHA membership at Annual Business Meeting. Revisions must be passed by a 2/3 majority of members voting. **Current Status:** We will vote on the proposed revisions at the Annual Business Meeting in Vancouver, B.C.

Proposed Revisions

- [Article V, Section 1](#), says "The Vice-President ~~E~~lect will appoint one enrolled student from ~~their~~ his/her institution to serve a two year term as a Student Representative." Consider changing this as is indicated in red. This would allow students (hopefully) to serve the year after the annual meeting at their institutions and thus mentor in the new Student Reps.
- [Article V, Section 3](#): The PCCHA Executive Board recommends some changes to the process of electing its Board Members. Under the current system, PCCHA members are to be notified of the candidate slate at least 60 days prior to the Annual Business Meeting, and must cast their vote at least 30 days prior. Given that the Annual Meeting generally occurs in October at the PCCHA conference, notification 60 days in advance requires that notice be sent out in August, a time when many in College Health are not in the office.
The Board also wanted to build in safeguards in terms of vote tallies. It seems prudent to have two people responsible for the vote tally rather than just one, and also have a mechanism for people to excuse themselves if there could be a perceived conflict of interest.
- [Article VI, Section 1](#), "The President, or other designated representative, shall submit ~~bi~~-annual reports of its affiliate activities through the regional representative to the Board of Directors of the Association." This change would bring the PCCHA Bylaws in line with those of ACHA, which requires an annual report.

- [Article VI, Section 12](#): Delete: “The Vice President Elect succeeds the Vice President”. **Explanation:** On first glance, it might seem to make sense to have the Vice President Elect succeed the Vice President should the VP need to step down before the end of term. In fact, it would be quite unworkable. The Vice President’s role is to supervise the preparations for the PCCHA annual conference, while the V-P Elect is preparing for the conference for the following year in a different location. The proposed change will allow the PCCHA President to select a replacement, which is the process of replacement for other PCCHA offices that become vacant midterm.
- [Article VIII, Section 1](#): **Currently Reads:** Executive Committee (chaired by the President). The Executive Committee is responsible for all activities of PCCHA. The Executive Committee directs all affairs of PCCHA not otherwise provided in these By-Laws. The Executive Committee membership consists of the elected officers, the two Student Representatives and the two Members-at-Large. The President chairs the Executive Committee. **Add: To make binding decisions, a quorum of a majority (i.e. 50% plus one) of the executive committee members must be present to vote. If a quorum is not present, decisions can be made on a provisional basis. These decisions must be ratified by a majority of the executive committee board, either at a later meeting, or by some other means, such as by email or phone. Contact with other executive board members can be initiated by the PCCHA President, or by someone designated by the President.** This is to prevent an important issue being decided by just a small part of the Executive Committee.
- [Article IX, Section 2](#): **Currently reads:** “A quorum shall be constituted by those members present and eligible to vote.” **Add: In an electronic voting structure, a quorum will be constituted by those members who are eligible to vote and who do so electronically.** **Explanation:** In the current bylaws, there is no guidance for electronic voting.

Below is a version of the PCCHA Bylaws with the proposed changes clearly marked. Many of the proposed changes are simply grammatical. You might wish to use the document map to navigate your way through the Bylaws. (To activate the map, click “View” on the Task Bar, then go to “Document Map”.) To see a version of the Bylaws without any changes marked, go to http://www.acha.org/about_acha/affiliates/PCCHA/bylaws.html. To see an overview and rationale for the significant changes, [click here](#). To go back to the Newsletter contents, [click here](#).

PACIFIC COAST COLLEGE HEALTH ASSOCIATION BYLAWS

ARTICLE I: NAME and FORMATION

Section 1. Name

This organization shall be known as the Pacific Coast College Health Association (PCCHA), henceforth referred to as PCCHA, a voluntary, non-profit, affiliate (Region VI) of the American College Health Association (ACHA). Eligible for ACHA membership from Region VI which includes Alaska, Arizona, California, Hawaii, Idaho, Oregon, Nevada, Utah, and Washington or from Western Canada, Mexico, Australia, New Zealand, Asia and other Pacific Rim Countries applies to eligible for PCCHA membership.

Section 2. Formation

In any locality, institutions of higher education and individuals eligible under Article III for membership in the American College Health Association may, with the advice and consent of the Board of Directors, form an affiliate for the purpose of promoting the objectives of the Association. No member of the American College Health Association shall be denied membership in the regional affiliate.

ARTICLE II: PURPOSE

The purpose of an American College Health Association Affiliate, ~~is~~ outlined in Article X, Section 2 of the ACHA Bylaws, ~~is and reads as follows:~~

~~The purpose and goals of the affiliates of the American College Health Association are as follows:~~

- (1) To extend the benefits of continuing education; collective information; knowledge; standards; and stimulation to college health workers in all areas.

(2) To provide the national and affiliate organizations with channels of communication to disseminate information to and from the local level.

(3) To provide regional or local organizational mechanisms for education and programming.

To accomplish these purposes, PCCHA establishes goals which will guide yearly objectives set forth by the Affiliate President in conjunction with the National President. Therefore, as an affiliate of ACHA, a professional organization, that works with individuals and institutions of higher education to advance student learning through health, PCCHA will:

Provide professional development opportunities, such as; online resources, annual meetings, workshops and seminars.

Support the development and maintenance of standards such as those available through the Council for the Advancement of Standards in Health Education (CAS) to assure that the campus communities continue to provide appropriate and quality services.

Encourage working relationships with all of the individuals concerned with advancing the health of students.

Promote communication and cooperative liaisons among institutions of higher education regarding issues of health and learning.

ARTICLE III: MEMBERSHIP

PCCHA is an ACHA affiliate; therefore, membership categories will mirror those outlined in the American College Health Association Bylaws.

ARTICLE IV: DUES and FISCAL YEAR

Section 1. Dues

Dues are outlined in the ACHA Bylaws, Article IV.

Section 2. Fiscal Year

The fiscal year is January 1 through December 31.

ARTICLE V: OFFICERS

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Section 1. Officers and Terms of Office

The President, President-elect, Vice-President, Vice-President-Elect, Secretary, Treasurer, Historian, and Immediate Past President shall serve for a term of one year or until their successors are elected and assume office. The Regional Representative is selected and serves a term of office as outlined in the ACHA Bylaws. There are two Student Representatives. The Vice-President-Elect will appoint one enrolled student from ~~his or her~~^{their} institution to serve a two year term as a Student Representative. There are two Members-at Large. The President will appoint one member to serve a two year term as a Member-at-Large.

Section 2. Eligibility

Each of the officers shall be a member in good standing.

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Section 3. Election

The Nominating Committee Chair will mail a ballot with a slate of nominees to the membership for:

President-Elect, Vice-President-Elect, Secretary, Treasurer; and Historian ~~sixty~~ ^{thirty} days prior to the annual business meeting. All ballots received by the Secretary ~~thirty~~ ^{fourteen} days prior to the annual business meeting shall be counted. A simple majority shall elect. The votes shall be counted by both the Chair of the Nominating Committee or someone appointed by him or her, and by the PCCHA Secretary or someone appointed by him or her. Both positions are subject to the approval of the PCCHA President.

Section 4. Installation

The officers of the PCCHA shall assume their new duties at the conclusion of the annual business meeting.

ARTICLE VI: DUTIES OF THE OFFICERS

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Section 1. President

The President shall serve as the presiding officer of the Executive Committee and all PCCHA business meetings. The President appoints the chair and creates a yearly charge letter for all standing and ad hoc committees, unless otherwise stated. The President oversees the operation of the PCCHA. The President consults with the Regional Representative regarding ACHA business and strategic plan. The President, or

other designated representative, shall submit bi-annual reports of its affiliate activities through the regional representative to the Board of Directors of the Association. The President will automatically succeed to the position of Immediate Past President. The President and the Regional Representative represent PCCHA at any ACHA Affiliate Officers meetings.

Section 2. President-Elect

The President-elect chairs PCCHA meetings in the absence of the President, serves as the PCCHA Webmaster and assists the President as requested. The President-elect will automatically succeed to the position of President. The President-elect is a member of the Executive Committee.

Section 3. Vice-President

The Vice-President is responsible for the affiliate's² professional development, ~~and~~ chairs the professional development committee, and assists the President as requested. The Vice-President is a member of the Executive Committee.

Section 4. Vice-President-Elect

The Vice-President-Elect succeeds the Vice President, serves as a member of the professional development committee, appoints one enrolled student from ~~his or her~~^{their} institution to serve as a Student Representative and assists the Vice-President as requested. The Vice-President-Elect will automatically succeed to the position of Vice-President. The Vice-President-Elect is a member of the Executive Committee.

Section 5. Secretary

The Secretary assists the President and other officers as requested and serves as a member of the Executive Committee. The Secretary is responsible for recording and posting the minutes of the business meetings of PCCHA. The Secretary ~~receives all ballots and announces the election results at the annual business meeting~~ performs a role in elections as described above. The Secretary is responsible for reviewing the PCCHA By-Laws to insure their adequacy in reconciling with the ACHA By-Laws, and recommending changes, if any, to the Executive Committee for vote. The Secretary is a member of the Executive Committee.

Section 6. Treasurer

The Treasurer serves as chair of the Finance Committee. The Treasurer is responsible for preparing the annual budget and for overseeing the financial operation. The Treasurer oversees the transfer of dues and the current membership list from ACHA. The Treasurer reports on the financial operation and presents the budget for approval at the annual business meeting. The Treasurer is a member of the Executive Committee.

Section 7. Immediate Past President

The Immediate Past-President shall serve as requested by the President as a member of the Executive Committee.

Section 8. Regional Representative

The Regional Representative serves as the governance link for the Affiliates ~~in the region~~ to the ACHA Board of Directors. The Regional Representative regularly requests input from the affiliate executive committee and general membership on issues slated to come before the ACHA Board of Directors. The Regional Representative submits written bi-annual reports of affiliate executive committee decisions and regional activities to the ACHA Board of Directors. The Regional Representative regularly posts written reports of ACHA Board of Director discussions and decisions and provides a year in review report to the general membership at the annual business meeting. The Regional Representative is a member of the Executive Committee.

Section 9. Student Representatives

There are two Student Representatives who are responsible for representing the interests of college students and serves as ~~a~~-members of the Executive Committee.

Section 10. Members-at-Large

A Member-at-Large serves as ~~either~~ chair of either the Grants Committee or the Awards Committee. Both of the Members-at-Large assists the President as necessary and serve on the Executive Committee.

Section 11. Historian

The Historian compiles a yearly online scrapbook of significant events that shape the organization throughout a year. These events may be within PCCHA or within Society at large. The Historian assists the President as necessary. The Historian serves on the Executive Committee.

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Section 12. Vacancies

Vacancies in officer positions which occur between annual meetings shall be filled as follows: The President-Elect succeeds the President. The Vice-President-Elect succeeds the Vice- President. The President, in consultation with and through majority vote of the Executive Committee, shall fill a vacant officer position by appointment, to serve until the next election.

ARTICLE VII: ACHA BOARD OF DIRECTORS

The Board of Directors is the chief operating body of the American College Health Association, and as such, it develops procedures to implement the policies of the Association as established by the Assembly of Representatives (see Article VIII of the ACHA Bylaws). The Regional Representative serves as the official liaison to PCCHA as an ACHA Affiliate.

ARTICLE VIII: COMMITTEES

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Section 1. Composition

A variety of committees, standing and ad hoc, carry out the work of PCCHA. The President shall appoint chairs and, in some cases, committee members. Members of the committee must be in good standing. Occasionally, individuals who are not members of PCCHA may be invited to serve on a standing or ad hoc committee as an advisory non-voting member. All committees are responsible to and report to the President.

Section 2. Standing Committees

Standing Committees are as follows:

Executive Committee

(chaired by the President). The Executive Committee is responsible for all activities of PCCHA. The Executive Committee directs all affairs of PCCHA not otherwise provided in these By-Laws. The Executive Committee membership consists of the elected officers, the two Student Representatives and the two Members-at-Large. The President chairs the Executive Committee.

Nominating Committee

(chaired by a Past President) The Nominating Committee is responsible for selecting and recommending a slate for the officer positions of President-Elect, Vice-President-Elect, Secretary, Treasurer and Historian to the membership at the annual meeting. The Nominating Committee consists of two members representing the Executive Committee and two members representing the general membership, and is chaired by a Past President other than the Immediate Past President. The members of the committee shall be appointed by the President. [The Chair of the Committee performs a role in elections as outlined above.](#)

Finance Committee.

(chaired by the Treasurer) The chair is responsible for the development, review and recommendation of the annual operating budget, and oversees the other financial activities of PCCHA. The chair selects the committee members.

Professional Development Committee

(chaired by the Vice President) The Vice-President-Elect serves as a member. The chair is responsible for the development, review and recommendation of the professional development activities of PCCHA, such as the annual meeting. The chair selects the committee members.

Awards Committee

(chaired by one of the Members-at-Large) The Awards Committee is responsible for seeking nominations to recognize members and programs that have made significant contributions to college health and to PCCHA. The committee is responsible for selecting the individual or programs to receive the awards and reporting their selection at the annual meeting. The chair selects the committee members.

Research and Grants Committee

(chaired by one of the Members-at-Large) The Research and Grants Committee is responsible for awarding grants, including the "Joel C. Grinolds, M.D." research grants. The committee presents their selection(s) to the Executive Committee. The chair selects the committee members.

Section 3. Ad Hoc Committees;

In addition to the above Standing Committees, the President is charged with establishing and monitoring a variety of ad hoc committees, which may include task forces, representing activities of major interest to PCCHA. These ad hoc committees may convene only for the year the President is in office.

ARTICLE IX: MEETINGS

Section 1. Frequency

There shall be an annual business meeting of PCCHA, the time and place to be designated by the Executive Committee.

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Section 2. Quorum

A quorum shall be constituted by those members present and eligible to vote. In an electronic voting structure, a quorum will be constituted by those members who are eligible to vote and who vote electronically.

ARTICLE X: RULES OF ORDER

In the absence of any provision to the contrary in the By-Laws, all meetings of PCCHA shall be governed by the current edition of Robert's Rules of Order.

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ARTICLE XI: BYLAWS REVIEW and AMENDMENTS

Section 1. Bylaws Review

The Secretary shall review the Bylaws yearly and bring recommendations to the Executive Committee. An ACHA Affiliate may develop an organizational form and adopt bylaws as desired but with the provision that they shall not be in conflict with the bylaws of the Association, as determined by the Bylaws Committee of ACHA. The By-Laws shall serve as the basis upon which decisions are made for PCCHA.

Section 2. Amendments

Proposed amendments to the Bylaws shall first be submitted by the secretary to the Executive Committee for further study. If the proposed amendment is approved by the Executive Committee, the secretary shall prepare suitable texts of the amendment(s) for distribution to all members for study at least two weeks prior to the next meeting. The proposed amendments shall be adopted and the revision date changed on the document, if approved by two thirds majority of the members voting at the annual business meeting.

ARTICLE XII: DISOLUTION

Prior to dissolution of this organization, the Executive Committee will decide where all assets remaining after payment of debts or provision will be distributed. These funds may be distributed to the ACHA or to other organizations exempt from federal income tax, as described in Section 501 (C) (3) of the Internal Revenue Code.

Amended 1984, Revised 1987, Amended 1990, Revised 1995, Amended 1996, Revised 2001, Revised 2005