

EASA Bylaws

# Ethiopian Anesthesia Student Association (EASA) Bylaws

## Article I – NAME

This organization shall be known as the Ethiopian Association of Student Anesthetists, hereinafter referred to as EASA is an affiliate of the Ethiopian Association Anesthetists, hereinafter referred to as EAA.

## Article II – PURPOSE

To offer students an opportunity to participate in the operation of a professional organization, to be committed to the improvement of health care and health care-delivery to all people; to promote the active improvement of medical education; to raise community awareness of the profession, mentor undergraduate students , to involve its members in the social, moral and ethical obligations of the profession of Anesthesia and health sciences ; to assist in the improvement and understanding of health problems; to contribute to the welfare of all members; to advance the profession of Anesthesia; to work to ensure health science reflects the diversity of society, with diversity including but not limited to differences in age, culture, race/ethnicity, sexual orientation and gender identity, gender and disability assemble& exchange information , build a foundation for career development. and attend Regional and National meetings

## Article III – MEMBERSHIP

Section 1. Membership: Only students currently actively enrolled in an accredited program of anesthesia within the country of Ethiopia shall be members of this organization.

Section 2. Only active members are eligible to speak, vote, and hold office; active membership shall be based on the most currently available active student enrollment list from participating programs.

Section 3. Supporting Affiliate, Available to those not eligible as anesthesia student or Professional membership includes allied health professionals and other students.

## Article IV – GOVERNANCE

Section 1. Structure: The organization shall be governed by a Board of Directors consisting of two representatives from each university to include one second year student and one first year student.

There shall be a Chair (the second year student), and a Vice Chair (the first year student). The Vice Chair will be the Chair upon completion of the Chair's term or as soon as the current Chair graduates – whichever comes first. The Chair and Vice Chair of the Board shall be named each year using the

attached rotation schedule

The executive board of EASA with voting privileges shall be the following:

- i. President
- ii. Vice President
- iii. Secretary
- iv. Treasurer
- v. Past President

Section 2. Eligibility for Office: Only EASA members are eligible for office; active status shall be based on the most currently available active student enrollment list from each participating program. Only active members who are serving on the EASA Board shall be eligible for the office of Chair.

Section 3. Committees: There shall be 4 standing committees each chaired by a second year student with a first year student serving as Vice Chair. The Vice Chair will in turn rotate into the Chair position the next calendar year. These committees shall be comprised of a second year and a first year representative from anesthesia programs in Ethiopia. The representatives shall be rotated in these 5 standing committees which are:

1. Anesthesia education
2. (CRC) and Patient safety
3. Public health
4. 4.Resources Mobilization
5. 5.communication, Networking/Social

Section 4. Duties of the Board:

1. Plan and organize educational opportunities for members to be presented at the general meetings.
2. Implement a means of communication for the membership.
3. Collect and convey student concerns involving professional and educational matters to the EASA Board.
4. Identify through its membership unique learning opportunities/resources that will further members education in anesthesia.
5. Communicate practice opportunities in the country to its members.
6. Represent member concerns to the student council and Universities
7. Plan and organize social and networking opportunities at each general meeting.
8. Oversee daily operations of the Organization.

Section 5. Duties of the Chair:

The Chair shall supervise and direct the affairs of EASA and act as its chief spokesperson. The Chair shall represent the organization by serving as a non-voting member of the Board of EASA.

1. Chair. The Chair shall serve for a period of one year. Should the Chair graduate from his/her academic program prior to completion of the year, the Vice Chair shall assume the Chair position for the completion of the term, and so forth.
- 2.
3. Vice Chair. The Vice Chair shall serve a period of one year. After the Chair graduates from his/her academic program or has completed service with EASA for the calendar year, the Vice Chair shall assume the Chair position.

Duties: The past President shall:

- a.) Serve as an advisor to the President.
- b.) Perform those tasks as requested by the President.

ii. The President shall:

- a.) Direct the activities of other officers of the EASA
- b.) Approve the disbursement of funds.
- c.) Approve the appointment or dissolution of committees and appointment of people to serve

iii. The Vice President shall:

- a.) Serve as principal assistant to the President.
- b.) Propose and revise amendments to the EASA constitution and bylaws.
- c.) Organize and conduct fundraising activities,

iv. The Secretary shall:

- a.) Prepare the alumni newsletters as stated in the EASA bylaws, submit it for publication and distribution.
- b.) Prepare the agenda for the annual meeting in collaboration with the President and arrange for guest speakers.
- c.) Prepare Executive Committee meeting and annual meeting minutes.

v. The Treasurer shall:

- a.) Maintain accounting records
- b.) Prepare a yearly financial statement for distribution to the members.
- c.) Purchase awards for presentation.
- d.) Prepare a proposed budget for the upcoming fiscal year.

vi. The Student Liaison shall:

- a.) Serve as a liaison with the EASA association on matters pertaining to the students enrolled in

the program.

b.) Participate in dissemination of publicity and criteria for awards.

vii. The Faculty Liaison shall:

a.) Serve as a liaison with the EASA on matters pertaining to the program.

b.) Keep the Executive Committee, and alumni association, as requested, apprised of current events occurring in the program.

c.) Assist in dissemination of publicity and criteria for awards.

#### Section 6. Terms of Office:

1. Board of Directors. Board members shall serve until completion of their academic program, unless removed for failure to maintain membership qualifications. This term shall ensure that at any given time, half of the Board members shall be newly appointed, while half shall be serving the second half of their term.

#### Section 7: Dismissal of the Officers

The Board of Trustees (BOT) shall be empowered to dismiss from his/her position any Officer, Trustee, Immediate Past President, or Executive Director of the Association, who has failed to perform the duties of his/her position, providing that the person in question shall have the opportunity to answer the charges against him/her in writing or in person before the BOT votes on the question of dismissal. A vote of at least two-thirds (2/3) of the voting members of the BOT shall be necessary for such dismissal.

With regard to the Vice President for Leadership Development and the Vice President for Program Development, the Executive Board of the Action Committees (ACT Exec) shall be empowered to dismiss the Trustee if he/she has failed to perform his/her duty, providing the person in question be given one warning and then, upon further complaint, the opportunity to answer the charges against him/her in writing or in person before a meeting of the ACT Exec. A vote of at least two-thirds (2/3) of the ACT Exec shall be necessary for dismissal.

#### Article V – PARTICIPATION IN EASA BOARD OF DIRECTORS MEETINGS

Section 1. In addition to the EASA Chair serving as a non-voting member of the EAA Board of Directors, one student lowing positions shall attend EAA Board of Directors meetings.

#### Article VI – MEETINGS

General membership meetings shall be held in conjunction with each general EAA meeting (1 times per year). The Chair of the Board shall preside. General information concerning the organizations activities shall be reported to the membership. Announcement of new Board members from each Program shall occur at the meeting each year. Minutes shall be kept of each meeting.

Board of Director meetings shall also be held in conjunction with each EAA meeting (1 times

per year), prior to the general membership meeting. Special meetings of the Board shall be called by the Chair upon written request of at least 2 other members representing different Universities. The EAA advisor shall be included in all special and regular meetings of the Board. Special meetings may be held via Social media communication or in the selected hosted university. A quorum shall be 3 members with each Universities being represented (1 from each batch). Minutes shall be kept of each meeting with distribution to Board members within 14 days.

## Article VII – INDEMNIFICATION

To the full extent permitted by, and in accordance with Regional and national law, the organization shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that he/she is or was an officer, agent or representative of the organization, or performs or has performed volunteer services for or on behalf of the organization, or is or was serving at the request of the organization as an officer, agent or representative of another organization or other enterprise, against expenses (including but not limited to attorney’s fees), judgments, fines and amounts paid in settlement actually reasonably incurred by the person in connection with such action, suit, or proceeding.

## Article VIII – AMENDMENTS

Proposed amendments to the Bylaws of EASA must be submitted in writing to the Chair not less than sixty days prior to the next general meeting. The proposed amendments shall be referred to the EAA advisor for review, revision and recommendation. At the general meeting, the proposed amendments to the Bylaws shall be submitted for a vote of those in attendance. Amendments to these Bylaws of EASA may be adopted by an affirmative vote of two-thirds of those members present and voting.

## Article IX – DISSOLUTION

EASA is not organized for profit and no part of any finances inures to the benefit of any private individual. In the event of the dissolution of EASA, any funds remaining after payment of any outstanding debts shall be returned to the EAA

### Rotation of Chair and Student Representation

Year	University
2019-2020	
2020-2021	
2021-2022	

The Vice Chair shall be the first year student from the program to hold the Chair position the

following year.

## Organogram

