



**The University of Oklahoma Health Sciences Center
Office of the Vice Provost for Academic Affairs & Faculty Development**

**Interprofessional Educators and Practitioners Association
Executive Council
Bylaws**

ARTICLE I: Title

Section 1. The name of this organization shall be: The Interprofessional Educators and Practitioners Association Executive Council (IEPA-EC)

ARTICLE II: Mission, Purpose and Function

Section 1: Mission Statement: The mission of IEPA-EC is to organize, recognize, and advocate for faculty, staff, and students to pursue interprofessional collaboration in all aspects of healthcare at the University of Oklahoma Health Sciences Center.

Section 2. Vision Statement: The vision of IEPA-EC is to be a leader in preparing health professions students for interprofessional collaborations to improve access, timeliness, effectiveness, and outcome through patient centered care to citizens of Oklahoma, and to facilitate interprofessional activities within the University.

Section 3: Goals of the IEPA-EC are:

1. Develop a formal faculty development program to ensure that all faculty have education and training in the four domains of IPEC Competencies.
2. Promote the development of interprofessional education in the classroom, inpatient and outpatient setting.
3. Recognize/reward faculty for interprofessional education, practice and research which prepares our students for collaborative practice upon graduation.

ARTICLE III: Membership

Section 1: This organization shall be composed of selected faculty, staff, or students of the University of Oklahoma.

Section 2: Privileges of membership:

- a. Right to hold office
- b. Right to serve on committees
- c. Right to participate in organization activities/events



- d. Right to provide input and feedback regarding Interprofessional Education and Practice Collaborative programming

Section 3: Levels of membership:

- a. **OU Interprofessional Associate**
Faculty who apply for Interprofessional Associate membership have an interest and are committed to participate in the Interprofessional Faculty Development Education Program and one organized interprofessional education program in the year of membership.
- b. **OU Interprofessional Educator**
Faculty who apply for Interprofessional Educator have at least 1 year of experience in interprofessional practice, education or research and have participated in one organized interprofessional activity (All Professions Day, Case Management/Population Health, EPIC Program, Team Mentoring)
- c. **OU Distinguished Interprofessional Educator**
Faculty who are nominated by current members for outstanding contributions to interprofessional education, practice and/research. Faculty have demonstrated one or more of the following accomplishments: scholarly work in education, practice or outcome in interprofessional collaboration, awards for achievement in interprofessional collaboration, and leadership in interprofessional education at OU.
- d. **Emeritus OU Interprofessional Educator:**
Faculty who are no longer active faculty but continue to support various interprofessional activities at OU through speakership, mentoring, and fundraising.
- e. **Student/Alumni Affiliate**
Students or Alumni who apply for Interprofessional Student Affiliate membership have an interest and are committee to participate in the Interprofessional Faculty Development Education Program or attend(ed) organized interprofessional education programming in the year of membership.
- f. **Staff Affiliate**
Staff who apply for Interprofessional Staff Affiliate membership have an interest and are committee to participate in the Interprofessional Faculty Development Education Program or attend organized interprofessional education programming in the year of membership.
- g. **Community Partner**
Community members who apply for Interprofessional Community Partner membership have an interest and are committee to participate in the Interprofessional Faculty Development Education Program or attend organized interprofessional education programming in the year of membership.

ARTICLE IV: Officer Qualifications and Duties

- Section 1: Officers. The officers of this organization shall be: A chair, a vice-chair, a past-chair, and committee chairs. They shall be known as the Executive Council. Members at Large, Affiliates, and/or any other member will comprise the General Membership.



Section 2: Qualifications:

- a. Faculty Membership
 1. OU Faculty member in good standing in OU Healthcare Profession and Related Disciplines
 2. OU Faculty member who supports the development and implementation of OU Interprofessional Curriculum which upon formation of the Association include:
 - i. All Professions Days
 - ii. Case Management/ Population Health Program
 - iii. Leadership, Education, Neurodevelopment and Related Disabilities (LEND) Program
 - iv. OU Faculty member collaborates with other OU Faculty to propose, develop and implement interprofessional clinical, educational and research activities for our stakeholders.
- b. Student Affiliate
 1. OU Student in good academic standing
 2. Participation in student leadership activities such as, but not limited to, OUHSC Student Government Association
 3. Membership may be in an advisory/consultant capacity
- c. Staff Affiliate
 1. OU Staff member who supports interprofessional curricular or co-curricular programming on campus
 2. Examples of targeted staff members includes, but is not limited to, student services personnel or those involved in inclusion/diversity and mentoring programming
 3. Membership may be in advisory/consultant capacity
- d. Community Partner
- e. Possible development in this area may include clinical site representatives
- f. Membership may be in an advisory/consultant capacity

Section 3: Term of office: Term of office shall be one year.

Section 4: Duties of each office:

- a. The IEPA Chair shall:
 1. Preside at all meetings of this Executive Council.
 2. Identifies critical and emerging priorities for development.
 3. Serves for a three year commitment: one year as IEPA Vice Chair, one year as IEPA Chair, and one year as IEPA Past Chair.
- b. The IEPA Vice-Chair shall:
 1. Serves as the IEPA Vice Chair for one year before becoming IEPA Chair.
 2. The purpose of this position is to prepare for the Chair position.
 3. Assume the duties of IEPA Chair in the absence of IEPA Chair.
 4. Assume the duties of the IEPA Chair in the event of a vacancy occurring in the office of the IEPA Chair.
- c. The IEPA Past Chair shall:
 1. Serves for one year after fulfilling the IEPA Chair position.



2. Serves in an advisory role to the current IEPA Chair and presides over the selection and nomination process for a new IEPA Chair in order to ensure the nomination and election process is fair and equitable.
3. Serves in various capacities as directed by the IEPA Chair.
- d. Committee Chair/Co-Chair(s) shall:
 1. Represent the members of their committee and provide routine report on committee actions to the Executive Council
- e. General Membership shall be represented by their respective committee co/chair and will not participate directly in the Executive Council.

Section 5: Duties of the Executive Council shall be:

- a. To fill vacancies of the offices as soon as there is knowledge of a vacancy. This shall be done at the council's discretion.
- b. To recall an officer from his/her position in the event that an officer fails to meet the qualifications and/or duties of the office or is declared negligent by any member of the Executive Council.
- c. To approve the budget, authorize the monetary disbursements, and provide for the annual audit at the end of their term.
- d. To give his/ her successor all records, papers, or other property belonging to IEPA-EC upon termination of office. Each officer shall explain in detail the responsibility of the office to the new officer.

ARTICLE V: Elections

Section 1: Every two years, the Past Chair convenes a nominating committee which seeks nominations from the general membership for the Chair and Committee Chair position(s). The Executive Council approves the nominees, and the general membership votes, with a simple majority of votes determining the Chair and Committee Chair(s).

Section 2: Nomination and Election Process for Committee Chairs: There will be no term limits for committee chairs. Nominations for new chairs will be considered every year along with the succession of the Chair and Vice-Chair.

Section 3: Voting Process: New Committee Chairs and Vice-Chair will be nominated via email. The nominees will be voted on by all active members. Committee chair nominees will be voted on by all active committee members. The Qualtrics system will be used to collect anonymous votes.

ARTICLE VI: Amendments

Section 1. Amendments may be proposed to these bylaws. Such proposals are to be submitted in writing or made by motion at any executive meeting.



- Section 2. Proposed amendments shall be tabled a minimum of two weeks before being voted upon.
- Section 3. Amendments must be approved by over 50% of the executive members present at a specified meeting, and shall become effective immediately.

ARTICLE VII: Parliamentary Authority

- Section 1. All meetings of this organization shall be conducted according to the parliamentary law in Robert's Rule of Order Newly Revised where they apply and are not contrary to IEPA-EC bylaws.