

TO: Members of the Health Communication Interest Group of ECA  
FROM: Rosanne Hartman, Chair, Health Communication Interest Group  
RE: Draft of Interest Group Bylaws

Please look over the DRAFT of the Health Communication Interest Group Bylaws. Let me know of any changes/deletions/additions you think would be useful at Hartman@geneseo.edu. We will be discussing the adoption of the bylaws at the business meeting.

**DRAFT**  
**ECA Interest Group Bylaws for the**  
**Health Communication Interest Group**

**Article I Name**

The name of this division will be the Health Communication Interest Group of the Eastern Communication Association (ECA). The Health Communication Interest Group operates under the constitution and bylaws of ECA and shall be bound by all applicable rules and decisions of that association.

**Article II Purpose**

The purpose of the Health Communication Interest Group is to promote research, teaching, health care promotion and the study of health communication from diverse theoretical and methodological approaches and to facilitate outreach efforts within the field of health communication.

**Article III Membership**

Membership in the interest group shall be open to all members of the ECA who are interested in health communication. Active members are those individuals who are registered members of ECA and the Health Communication Interest Group.

Current Health Communication Interest Group members are eligible to run for the position of vice-chair, paper reviewer, and representative to ECA executive Council.

**Article IV Meetings**

Section One: An annual business meeting shall be held in conjunction with the ECA convention. The time and place of the meeting shall be determined by the Vice President of ECA.

Section Two: Those active members of the Health Communication Interest Group present at the meeting shall constitute a quorum. Active members are those individuals who are registered members of ECA and the Health Communication Interest Group.

### **Article V Officers**

Section One: The offices of the Health Communication Interest Group shall be chair, vice chair and secretary. These officers shall perform the duties prescribed by the Eastern Communication Association's bylaws.

Section Two: The chair of the Health Communication Interest Group shall preside at the business meetings of the interest group and discharge the duties normally adhering to this position.

Section Three: The vice chair of the Health Communication Interest Group shall plan the program for the interest group at the association's annual meeting, shall attend all meetings scheduled by the ECA Vice President for program planning, and shall discharge duties normally adhering to this position. These duties include undertaking special assignments delegated by the interest group chair.

Section Four: Officers shall be elected at the annual business meeting by active members of the Health Communication Interest Group. Active members are those individuals who are registered members of ECA and the Health Communication Interest Group. The term of office shall be for one year, and officers shall assume their positions at an appropriate time near the end of the business meeting at which they were elected.

Section Five: Succession shall be automatic from the vice chair to the chair.

Section Six: Paper reviewers for the Health Communication Division will be nominated and elected at the annual business meeting and must be active members in the Division.

### **Article VI The Executive Committee**

Section One: The officers of the Health Communication Interest Group shall constitute and Executive Committee.

Section Two: The Executive Committee shall have general supervision of the affairs of the interest group between its annual meetings and shall perform such other duties as are specified by these bylaws.

Section Three: The Executive Committee shall meet at the call of any one of its officers. Business may be conducted by regular mail, phone, fax or internet.

### **Article VII Representative to the ECA Executive Council**

Section One. The Health Communication Interest Group shall select a representative to the association's Executive Council in accord with the principle of rotating membership on that body.

Section Two. The Executive Council Member of the Health Communication Interest Group shall serve a two-year term.

Section Three. The Executive Council Member of the Health Communication Interest Group is responsible for attending all meetings of that body at the association's convention and at other prescribed times during the year when the ECA Executive Council convenes.

Section Four. The Executive Council members shall present timely reports to the Health Communication Interest Group about the deliberations at the Executive Council and undertake any special tasks assigned by the association's president.

### **Article VIII Parliamentary Authority**

American parliamentary practice as set forth in the most recent edition of Robert's Rules of Order shall govern the conduct of the Health Communication Interest Group and the procedures at its meetings.

### **Article IX Amendment of the Bylaws**

These bylaws may be amended at any meeting of the interest group by a majority vote of active members in the Health Communication Interest Group, provided a previous notice of at least thirty days has been given, or by a two-thirds vote without notice.