

Armstrong Atlantic State University Health Sciences Student Association Constitution

Preamble

The Armstrong Atlantic State University Health Sciences Student Association promotes interest in the Health Sciences, fosters awareness of the Health Sciences in the greater general community, and provides a collegiate forum for the exchange of information, ideas, opportunities, and concerns among Health Sciences students, faculty, and practitioners.

Article I: Name of the Organization and Membership

Section 1. Name

The name of this organization shall be the Armstrong Atlantic State University Health Sciences Student Association, hereafter known as “the” or “this” Association.

Section 2. Membership

The active membership shall consist of declared Health Sciences undergraduate and graduate majors who are in good standing at Armstrong Atlantic State University. There shall be no limit in the number of members, and active members may extend associate membership to faculty and alumni in the Savannah area.

The membership of the Armstrong Atlantic State University Health Sciences Student Association shall have three classifications: active, associate, and honorary.

- A. Active members shall be declared Health Sciences undergraduate and/or graduate majors in good standing with Armstrong Atlantic State University.
- B. Associate members shall be faculty and alumni of Armstrong Atlantic State University.
- C. Honorary members shall be individuals in good standing with Armstrong Atlantic State University who are nominated by active and associate members and approved by a majority of voting members present at the second business meeting of the fall semester.

Section 3. Membership Dues

No dues shall be assessed for membership in the Association, unless voted on by a two-thirds affirmative vote of the active membership, provided that the proposed dues, amount, justification, and potential uses shall have been prepared in writing by the

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Membership Committee and submitted to all members fourteen (14) days prior to the voting session.

Section 4. Good Standing

All Health Sciences students shall be considered to be in good standing, unless under a final sentence of suspension or expulsion from Armstrong Atlantic State University.

Section 5. Privileges

A member in good standing shall be entitled to any services provided by the Association.

Article II: Executive Branch

The elected officers of this Association shall be six (6) in number and consist of President, Vice President, Secretary, Treasurer, Membership Chair, and Programming Chair. Each will serve on the Executive Committee, which also will include the Faculty Adviser.

Section 1. Qualifications

Any active member of this Association who is in good standing may serve as President, Vice President, Secretary, Treasurer, Membership Chair, or Programming Chair, with the restriction that the President must have been an active member of the Association for two semesters with the exception of the first year of the organization.

Section 2. Nominations and Elections

The Executive Committee shall prepare a slate of candidates for offices which will be presented at the second meeting of the fall semester. At that time, the floor also will be open for nominations.

Section 3. Tenure of Office

The officers of this Association shall serve for a term of one year, from fall semester to fall semester or until reelection.

Section 4. Vacancies

In the event of a vacancy in one or more office(s), the Association will announce a call to office for the vacant position(s) prior to the next meeting, where a vote will be taken. In the event of a vacancy in the office of President, the Vice President shall assume the role of President until the next meeting. If the Vice President is nominated

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for President, the Faculty Adviser will handle the vote. Then, a call to vote will follow for Vice President.

Section 5. Duties

- A. Duties of the President shall be to:
 - i. Preside at all meetings, including Executive Committee meetings.
 - ii. Call special meetings.
 - iii. Appoint members of all committees.
 - iv. Perform such other duties as may be expected of the President or as may be provided in these Bylaws.
 - v. Endorse each expenditure of the association.
 - vi. Vote in elections only in the event of a tie.

- B. Duties of the Vice President shall be to:
 - i. Assist the President, Executive Committee officers, other committees, and Association members with Association business.
 - ii. Preside at all meetings in the absence of the President.
 - iii. Preside at the Executive meetings, in the absence of the President.
 - iv. Assume the role of the President in the event of vacancy.

- C. Duties of the Secretary shall be to:
 - i. Announce all meetings via e-mail, flyers, and the Health Sciences bulletin board in Solms Hall.
 - ii. Record minutes of all meetings.
 - iii. Present an annual report of all Association activities, at the termination of each year.
 - iv. Produce official Association correspondence.
 - v. submit news of the Association to the school and community publications.

- D. Duties of the Treasurer shall be to:
 - i. Maintain accurate records of collections, deposits, withdrawals, and financial assessments of the Association.
 - ii. Endorse each expenditure of the Association.
 - iii. Chair the Fundraising Committee.

- E. Duties of the Membership Chair shall be to:
 - i. Invite students, faculty, and alumni of Armstrong Atlantic State University to become active and associate members of the Association.
 - ii. Conduct the invitation and appointment of honorary members of the Association.

- F. Duties of the Programming Chair shall be to:
 - i. Plan and execute events sponsored by the Association.
 - ii. Present upcoming events by the Association.
 - iii. Chair the Program Committee.

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Article III: Faculty Adviser

Section 1. Qualifications

The Faculty Adviser of this Association shall be a full-time faculty member of the Department of Health Sciences.

Section 2. Nomination and Election

The Faculty Adviser will be nominated by the faculty and chair of the department and approved by the Association by a quorum vote. In the case that the nomination is not approved, the Association will nominate a faculty member, whose candidacy must be approved by the chair and full-time faculty members of the department.

Section 3. Tenure of Office

The Faculty Adviser of this Association shall serve in this position unless or until the Association and/or the Department of Health Sciences nominates and approves a replacement as described in Article III Section 2.

Section 4. Vacancies

In the event of a vacancy in the position of Faculty Adviser, the Association will follow the procedure outline in Article III Section 2.

Section 5. Duties

- A. Duties of the President shall be to:
 - i. Serve on the Executive Committee.
 - ii. Assist the President, Executive Committee officers, other committees, and Association members with Association business.
 - iii. Preside over elections when there is a vacancy for President and the current Vice President is nominated for the office.
 - iv. Endorse each expenditure of the Association.

Article IV: Committees

The committees of this Association shall be limited in number and will include the following committees.

Section 1. Permanent Committees

- A. Executive Committee
 - i. Functions on behalf of the membership.
 - ii. Fulfills other duties as described in this charter.
- B. Program Committee

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- i. Arrange programs.
- ii. Contact speakers.
- iii. Arrange social functions.
- iv. Submit an annual report of the activities of the committee.

C. Fundraising Committee

- i. To formulate, coordinate and implement activities for fundraising.
- ii. Submit an annual report of the activities of the committee.

Section 2. Special Committees

Special committees shall be appointed by the President when the occasion arises.

Section 3. Duties of Committee Members

Committee Members shall be responsible to carry out all delegated duties and to attend all specified meetings.

Article V: Meetings

Section 1. Regular Meetings

There shall be a minimum of seven (7) meetings during the academic year. Meetings shall be held once a month, on the first Wednesday, during fall and spring semesters.

Section 2. Annual Banquet

The date, time, location, and activities of the annual banquet shall be determined by the Executive Committee.

Section 3. Special Meetings

The President may call special meetings with a 48-hour notice given to each member.

Section 4. Quorum

A quorum shall consist of 51 percent of active members.

Section 5. Order of Business

Unless changed by two-thirds affirmative vote of the members at a meeting, the order of business at each meeting shall be:

- A. Call to Order

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- B. Reading of Minutes
- C. Treasurer's Report
- D. Committee Reports
- E. Old Business
- F. New Business
- G. Program
- H. Adjournment

Article VI: General Finances

Section 1.

All monies received from sources shall constitute a General Fund. This fund shall be used with the approval of a quorum vote of the active membership present at the meeting.

Section 2.

An audit of the General Fund will be conducted by the Faculty Adviser and two other members of the Association, the President and the Treasurer excluded.

The results of the audit shall be presented to the Association at the last meeting of the spring semester.

Section 3.

All accounts, financial records, and transactions of the Association are subject to audit or review by the Student Activities Committee at its discretion.

Article VII: Amendments

This constitution may be amended by a two-thirds affirmative vote of the active membership, provided that the proposed amendments or revisions shall have been prepared in writing to the officers and adviser fourteen (14) days prior to the voting session.

Any substantive amendments to this constitution approved by the membership must also be approved by the Student activities Committee.

Article VIII: Parliamentary Authority

The rules contained in *Robert's Rules of Order* shall govern all meetings of this Association in all cases to which they are applicable and in which they are not inconsistent with this Constitution.

Article IX: Principles of Ethics

The Code of Ethics of this Association shall be that of Armstrong Atlantic State University.