

Bylaws of the Athletic Training Student Association of Arizona School of Health Sciences, A.T. Still University

Article I. Name

The name of this organization is the Athletic Training Student Association of A.T. Still University (ATSA-ATSU).

Article II. Objectives

- A. To provide a forum for enhanced awareness and appreciation of the roles of an Athletic Trainer.
- B. To address, research and meet the needs of the student members of the ATSA-ATSU.

Article III. Functions

Section 1: Education

- A. Bring in speakers from outside of the ATSU community to present to the ATSA-ATSU
- B. Identify educational topics of interest within the association.
- C. Organize all educational events, including, but not limited to, in-service presentations, speakers, symposiums, etc.

Section 2: Fund Raising

- A. Organize activities to raise funds to help maintain the functioning of the Athletic Training Student Association and to promote the professional advancement of its active members.

Section 3: Public Relations

- A. Organize activities that will promote the awareness of the Athletic Training Professionals' within the community and in the health care of the physically active.
- B. Maintain and promote ethical principles and standards of conduct for its members.
- C. Represent the profession of Athletic Training as well as other Allied Health Care Professions.

Section 4: Social

- A. Organize and assist in the organization of association and school wide formal and informal events.

Article IV: Membership

Section 1: Categories and qualifications of membership

A. Active/Voting Membership

1. Active/Voting membership of the Association is open to all students enrolled in the ATSU, Athletic Training Program.
2. Membership is obtained via acceptance to the Athletic Training Program, good academic standing, and payment of yearly dues in the amount of \$10.00.

B. Additional Membership

1. ATSA-ATSU may be open to all students enrolled in the other Allied Health Care programs at ASHS, but will be nonvoting members.
2. Additional/nonvoting members will be held to the same standards and yearly dues obligation as all other members.
3. Additional/nonvoting membership is granted by approval of the active/voting members and the Executive Board.

Section 2: Rights and Privileges of members

A. All active/voting members have the right:

1. To attend all meetings
2. To speak and debate
3. To make, second and vote motions
4. To hold office
5. To serve on a nominating Committee
6. To serve as the chair of committees
7. To serve as a member of committee

B. All additional/nonvoting members have the right:

1. To attend all meetings
2. To speak and debate
3. To serve as a member of a committee, but can not chair any committees

Section 3: Good Standing

A. An individual member is in good standing if:

1. Complies with all academic and behavioral standards of the Athletic Training Program and Arizona School of Health Sciences.
2. Pay yearly membership dues on time.
3. Attends meeting regularly and is involved in at least 50% of all activities, this includes, but is not limited to symposiums, fundraisers, community service, workshops, etc.

Article V. Meetings

Section 1: Schedule of meetings

- A. The meetings shall be held at a time and place at regular intervals (dependent upon availability and agenda). The meetings will be scheduled by the officers and announced via email to all members.

Article VI. Executive Board

Section 1. Officers of the association

- A. The Executive Board shall consist of five elected positions: President, Vice-President, Secretary, Treasurer, and Historian. The President and Treasurer positions will be held by active/voting members of the second year Athletic Training class and they must have been a member of the Association for a year. The Vice-President and Secretary are open to all active/voting members of the first year Athletic Training class and the position of Historian is open to all active/voting members of either class of the Athletic Training program.

1. President

- a. Coordinates all activities of the Association.
- b. Serves as the official representative of the Association.
- c. Calls regular and special meetings.
- d. Presides over all meetings.
- e. Prepares the agenda for the meetings.

2. Vice-President

- a. Assumes duties of President when necessary.
- b. Assists the President in coordinating activities.

3. Secretary

- a. Maintains accurate and current information about the Association and membership.
- b. Assists President and Vice-President in coordinating activities.
- c. Keeps accurate minutes of each meeting and forwards copies to each member and Faculty/Staff Advisor.

4. Treasurer

- a. Serves as liaison to the Office of Student Services for the purpose of funding the Association.
- b. Maintains an accurate and current account of all the Association's funds.
- c. Maintains an accurate and current record of all student participation for credit.
- d. Dispenses funds in accordance with the policies and procedures established by the Executive Board.

5. Historian

- a. Keeps all records of events that the Association is involved in through photo and written documentation.
- b. Assists with all activities of the Association.

Section 2

- A. It is the responsibility of the Executive Board to develop committees to assist in fundraising, symposiums, etc.

Article VII: Faculty Mentor

- A. The ATSA-ATSU Faculty Mentor will oversee all formal actions that the Association participates in. Any member of the ATSU faculty may hold this position after being on staff for one or more years. There is no limit to the number of terms the faculty member may be elected or serve as the Association Mentor. The position will be appointed by the Chair of the Department of Athletic Training, in conjunction with the Executive Board and the active/voting members.

Article VIII: Choosing Elective Officials

Section 1: Elections

- A. Officers will be elected by majority vote of active/voting members.

Section 2: Nomination Process

- A. An active/voting member of the Association can make nominations for all officers.
- B. Nominations must be made to the Faculty Mentor via email when notification of the elections is announced.

Section 3: Voting

- A. The voting process will take place as follows:
 1. Voting motions and resolutions in the Association may be voiced, show of hands, standing, roll call, written ballot or use of electronic equipment at the discretion of the President and Faculty/Staff Advisor.
 2. Election of officers and members of the Association and individual committees shall be by ballot or use of electronic equipment.
 3. The majority of the votes cast shall elect officers.
 4. If the vote fails to determine election, re-balloting shall be conducted under the procedures determined by the Faculty/Staff Advisor.
 5. The Executive Board, Faculty/Staff Advisor and two-thirds of the active/voting members must approve changes to the constitution of the ATSA-ATSU.

Article IX: Executive Board

Section 1: Composition

- A. Active/voting members of the Association that meet the above requirements, such as; President, Vice-President, Secretary, Treasurer, and Historian.

Section 2: Qualifications

- A. Elected by active/voting members of the Association, by the aforementioned methods of elections.
- B. Consent by elected official to serve.

Section 3: Tenure

- A. The term of each officer will run for one year.
- B. In the event that a position within the Association becomes vacant, the vacancy shall be filled in the manner prescribed in the Standing Rules.

Section 4: Duties

- A. Officers of the Association shall, in addition to the duties otherwise imposed by these Bylaws and the Standing Rules:
 - 1. Carry out the mandates and policies of the Association as determined by the Association.
 - 2. Direct all business and financial affairs for and on behalf of the Association, be responsible for all of its property and funds.
 - 3. Foster the growth and development of the Association.
 - 4. Be responsible for filling vacancies of the Officers, except otherwise provided in these Bylaws and in the Standing Rules.
 - 5. Be responsible for creation, appointment, purposes, and activities, as it deems necessary.
 - 6. Be responsible for the program, time, and place of the annual conference of the Association.
 - 7. Provide development and maintenance of procedural documents related to these Bylaws.
 - 8. Maintain communication with student services regarding activities and changes to the Association.

Article X: Finance

Section 1: Limitation on Expenditures

- A. No Officer, Faculty Mentor, or member of the Association shall expend any money not provided in the budget as adopted or spend any money in excess of the budget allotment except by the order of the Officers.
- B. The Officers shall not commit the Association to any financial obligation in excess of its current financial resources.

Section 2: Funds

- A. All funds will be distributed at the discretion of the Executive Board and Faculty Mentor.