



## **Allied Health Student Association Constitution**

### **Article I – Name**

The name of this organization shall be Allied Health Student Association, hereafter referred to as AHSA.

### **Article II – Purpose and Function of the Organization**

- A. To contribute to the spiritual, social, and intellectual needs of Baptist Health Sciences University allied health students.
- B. To provide encouragement for continuing education in biomedical sciences, diagnostic medical sonography, health care management, medical laboratory science, medical radiography, nuclear medicine technology, radiation therapy, and respiratory care.
- C. To aid in the development of the whole person and his/her responsibility for the health care of people in all walks of life.
- D. To promote and encourage participation in community affairs and activities within Baptist Health Sciences University.
- E. To have direct input into the standards of allied health education and influence the educational process.
- F. To represent allied health students to the consumer, to institutions, and to other organizations.
- G. To promote and encourage student participation in sponsored activities.

### **Article III – Membership**

- A. Membership in AHSA is extended to any allied health, health care management, and biomedical science student enrolled at Baptist University expressing a desire to become a member of the organization. No minimum or maximum number of members is required.
- B. No formal application procedure is required for general membership. Applications for officers shall consist of a letter of recommendation from two faculty members.
- C. Categories of membership
  - 1. Active members shall be students enrolled at Baptist University who have expressed a desire to be a part of AHSA.
  - 2. Honorary non-voting members shall be faculty and staff of Baptist University.
- D. Membership in the organization is terminated when the member ceases to be enrolled at Baptist University or withdraws his/her membership.

### **Article IV – Officers of the Organization**

- A. Officers
  - 1. President
  - 2. President-Elect
  - 3. Secretary
  - 4. Treasurer

5. Communication Director
6. Diagnostic Medical Sonography Representative
7. Medical Laboratory Science Representative
8. Medical Radiography Representative
9. Nuclear Medicine Technology Representative
10. Radiation Therapy Representative
11. Respiratory Care Representative
12. Biomedical Sciences Representative
13. Health Care Management Representative
14. Population Health Representative
15. Neurodiagnostic Technology Representative

B. Terms

1. Terms of office shall be for one academic year, from the beginning of the summer trimester through the end of the spring trimester.
2. Upon the vacancy of any office once the term has begun, the position shall be filled by a quorum vote of the membership.
3. Officers may be removed by quorum vote for not meeting the responsibilities of their office.

C. Responsibilities

1. President
  - a. Schedule and preside at all AHSA meetings.
  - b. Promote awareness of AHSA and its sponsored activities.
  - c. Carry out responsibilities in consultation with the faculty advisor or other staff person(s) supervising this organization.
  - d. Serve as an elected representative on the Student Government Association (SGA).
  - e. Mentor the President-Elect.
  - f. Represent AHSA at college functions.
2. President-Elect
  - a. Assume the duties of the President in the absence or disability of the President.
  - b. In the event of a vacancy in the Office of President, the President-Elect shall assume the duties of President.
  - c. Actively engage in the mentoring process.
  - d. Attend AHSA meetings.
  - e. Represent AHSA at college functions.
3. Secretary
  - a. Prepare and appropriately disseminate the minutes of all AHSA meetings.
  - b. Keep on file an accurate list of names, phone numbers, and emails of all members.
  - c. Perform other duties as assigned by the President.
  - d. Attend AHSA meetings.
  - e. Represent AHSA at college functions.
4. Treasurer
  - a. Act as a custodian of organizational funds so that an annual financial report is prepared.

- b. Keep AHSA officers informed of available funds and expenditures.
  - c. Perform other duties as assigned by the President.
  - d. Attend AHSA meetings.
  - e. Represent AHSA at college functions.
- 5. Communication Director
  - a. Maintain AHSA social media accounts.
  - b. Prepare flyers and other forms of information to post on campus and online.
  - c. Attend AHSA meetings.
  - d. Represent AHSA at college functions.
- 6. Program Representatives
  - a. Inform fellow classmates of AHSA meetings and AHSA-sponsored activities.
  - b. Encourage communication and information sharing between the association and the allied health students of whom it represents.
  - c. Attend AHSA meetings.
  - d. Represent AHSA at college functions.

#### **Article V – Meetings**

- A. The President will schedule meetings monthly or as needed for the organization to carry out its purpose and function.
- B. General meetings with all AHSA members will be scheduled as needed.
- C. A quorum will consist of half of the voting members present plus one.

#### **Article VI – Parliamentary Procedures**

All meetings of this organization will be conducted according to parliamentary procedures set forth in *Robert's Rules of Order, Newly Revised*.

#### **Article VII – Election Procedures**

- A. Elections are to be held in the spring trimester of each year, with terms beginning in the following summer trimester.
- B. Each AHSA member shall be eligible to have his/her name submitted for any office along with two faculty member recommendations. A person may submit his/her own name.
- C. A deadline for submitting nominations will be established by the current AHSA officers in consultation with the faculty advisor.
- D. If two or more people are nominated for the same office, an election will be held. The election will occur two weeks after the nominations are made public.
- E. Voting shall be by secret ballot, with the majority of votes cast per office determining the winner.
- F. Voting is restricted to active AHSA members.
- G. A tie vote shall be decided by a re-vote of active AHSA members. In the case of a second tie, the tie will be decided by a quorum vote of the current AHSA officers.

**Article VIII – Amendments**

This Constitution may be amended at any meeting by a quorum, if notice of the proposed amendments has been sent to all members at least two weeks prior to the meeting.

**Article IX – Dissolution**

In the event of dissolution of the organization, all assets remaining, after payment of obligations, shall be used for scholarships to be awarded to Baptist College allied health students.