

CONSTITUTION
OF THE
STUDENT CLINICAL LABORATORY SCIENCE ASSOCIATION
(SCLSA)
AUGUSTA UNIVERSITY

Revised: 10/15/2018

ARTICLE I

Name

The name of this association shall be "The Student Clinical Laboratory Science Association of the Georgia Health Sciences University," hereinafter referred to as the S.C. L. S. A.

ARTICLE II

Purposes

The purposes of this association are:

- To promote the academic and social well-being of the clinical laboratory science students to include both: students taking courses on campus as well as distance students enrolled in the programs.
- To promote a better working relationship between the faculty and this student body.

ARTICLE III

Membership

The membership of this association shall be open to all junior and senior laboratory science program students at Georgia Health Sciences University.

ARTICLE IV

Officers

Section 1. The officers of this association shall be: President, Vice President, and Secretary/Treasurer.

Section 2. The By-Laws shall provide for the election, duties and term of office of all officers.

ARTICLE V

Meetings

Meetings shall be held monthly in accordance with the By-laws.

ARTICLE VI

By-laws shall be adopted to provide for details in government of this association.

ARTICLE VII

Amendments

This Constitution may be amended at any business meeting by a two-thirds vote of a quorum, provided the amendment has been discussed at the previous meeting. A quorum is defined as one half the active membership.

ARTICLE VIII

A faculty advisor shall be elected in accordance with the By-laws.

BY-LAWS

ARTICLE I

Membership

- Section 1. Membership is official after acceptance into the Augusta University Clinical Laboratory Science Program.
- Section 2. Any member missing three consecutive scheduled meetings or not paying regular semester dues shall be placed on the inactive roster and lose voting privileges until active membership is regained.
- Section 3. Active membership may be regained by attending two consecutively scheduled meetings and / or payment of membership dues.
- Section 4. Active membership rosters will be posted a week prior to the election meeting.
- Section 5. The retention, suspension, expulsion for misconduct or reinstatement of members of this association shall be by action of the executive council.
- Section 6. All members are required to pay dues each semester. The dues are set at \$10.00 per semester and should be paid to the Treasurer of the club by the second official meeting of the semester. Any member who does not pay dues and participate in three fourths of the fund-raising activities will not be privileged to participate in activities at which SCLSA funds are the primary source of payment and will be exempt from use of departmental funds to attend professional organization meetings. All dues must be current for usage of these funds.
- Amendment: SCLSA members who attend internships out of town will be exempt from participation in fund-raising activities but will be required to pay dues.

ARTICLE II

Term of Office of Officers

- Section 1. Officers shall be elected annually at the scheduled meeting in September of the junior year by those eligible for membership in the following academic year and shall assume duties at the next meeting. Nominations will be accepted only from the active membership roster. These officers will be officers for the junior class and will remain in office as class leaders until their class graduates. The senior class officers will begin working with the newly elected junior class officers and begin the process of transferring responsibilities of these offices. **Junior officers shall ascend to their respective positions of office on November 1.** The senior class officers will become ex-officio officers who will advise the newly elected junior officers and will attend all SMTA meetings as regular voting members.
- Senior class officers are responsible for transferring all checking accounts into the names of the newly elected class officers prior to November 1 so that all SCLSA business can continue to be conducted without interruption.
- Section 2. Elections shall be held by secret ballot; a majority of votes cast shall elect a winner. If no

majority is cast a runoff will be held among the candidates having an equal number of votes until a majority vote is achieved.

- Section 3. A vacancy occurring in any office, except the presidency and vice-presidency, shall be filled by a general election of the active membership at the next meeting. In the event of a vacancy in the presidency, the vice-president shall succeed to that office. The vice-presidential office shall be filled by a general election of the active membership at the next meeting. In the event of a vacancy in both presidential and vice-presidential offices, the secretary/treasurer will assume the presidential duties.

ARTICLE III

Duties of Officers

- Section 1. The president shall be chief executive of this association. He/she shall preside at all meetings as a non-voting member except in case of a tie in other than election procedures. He/she shall be an ex-officio member of all committees within one month of his incumbency, appoint at any time any special committee he/she may deem necessary for the proper function of the association, and perform all other duties customary to his/her office as defined by parliamentary authorities.
- Section 2. The vice-president shall perform all duties customary to his/her office as a voting member and shall act as a presiding officer in a non-voting capacity in the absence of the president.
- Section 3. The secretary/treasurer shall keep a file of the minutes and shall be responsible for providing copies of the minutes of the previous meeting. He/she shall also compile the "SCLSA of AU" handbook to include a copy of the Constitution and By-laws, names, addresses, and phone numbers of all medical technology students and faculty members.
- Section 4. The treasurer/secretary shall collect and keep record of all SCLSA of AU funds and keep an attendance roster and post active membership list prior to voting. He/she shall review all committee budget reports and submit a treasurer's report to the vice-president. All expenditures must be approved by the advisor and treasurer. In the event the advisor is not available, it must be approved by the department chairman and treasurer.
- Section 5. Executive Council shall consist of past president, current president, past vice-president, current vice-president, past secretary/treasurer, current secretary/treasurer, and the advisor. These individuals will have a voting status. It shall be presided over by the president.

These bylaws/constitution was adopted on 12/2/2011 and most recently revised on 10/15/2018.

President Name (Print): _____

President Signature: _____

Date: _____

Advisor Name (Print): _____

Advisor Signature: _____

Date: _____