

# **Constitution**

## **Student Association of Clinical Laboratory Professionals**

### **PREAMBLE**

We the students of the Student Association of Clinical Laboratory Professionals, College of Nursing and Health Professions of Arkansas State University (Jonesboro), in order to promote Clinical Laboratory Science on a student level, to strive toward higher academic standards, to foster cooperation between students, faculty, and the community at large, do ordain and establish this constitution within the limits defined by the President and Board of Trustees of this university.

### **ARTICLE I**

The name of this organization shall be: The Student Association of Clinical Laboratory Professionals (SACLP).

### **ARTICLE II**

The purpose of this organization shall be to promote understanding between students, faculty, clinical affiliates, and the community; to advance the science of Clinical Laboratory Professionals; to promote knowledge of the laboratory sciences as a whole; and to educate students to the opportunities that can be obtained within the laboratory field.

### **ARTICLE III**

Membership is open to all Arkansas State University students interested in the clinical laboratory professions, who meet all the guidelines as set forth in the ASU Student Handbook. Membership and participation shall be free from discrimination based on race, religion, color, national origin, disability, age, or sex. Active membership shall be determined by payment of dues and attendance at two thirds of regularly scheduled association meetings.

### **ARTICLE IV**

The elected officers shall be as follows:

- President
- Vice President
- Secretary
- Treasurer
- Public Relations
- Senior Representative
- Junior Representative

Elected officers shall be members of the Student Association of Clinical Laboratory Professionals. The term of office shall be one year. Active members will nominate candidates that shall be elected.

A simple majority of votes shall constitute a quorum. Elections will be held on or before the last Friday in April. The advisor shall be a faculty member of the Clinical Laboratory Sciences program of ASU.

#### ARTICLE V

The President shall be the chief executive officers of the organization and shall preside over all meetings; appoint all committees; enforce the constitution, the by-laws and regulations; call special meetings; have general supervision of the organization; and co-sign all orders of payment of money from the treasurer. The President shall make no motion nor have a vote except in the case of a tie. If the tie remains, the motion will not carry.

The secretary shall take and publish all minutes of meetings and shall keep a file of the same. The secretary shall notify all committees of their assignments of business and appointments, and sign all official documents when requested. The secretary shall also receive all correspondence as well as a list of all active members.

The treasurer shall receive all funds, deposit such funds in the associations account, keep a record of all disbursements, as designated by the association. The treasurer shall keep an accurate record of all bills received by the association.

The public relations person shall be responsible for all advertising, posting notices of upcoming meetings, publicity for the association, and general information about the association.

The senior representative shall represent the concerns of the senior members of the CLS program.

The junior representative shall represent the concerns of the junior members of the CLS program.

The faculty advisor shall advise the association on all matters of importance that call for mature judgment and assistance. The faculty advisor shall be present at all meetings to notify President of any violations of department, college, or university policy.

#### ARTICLE VI

The constitution may be amended by a two-thirds vote of active members of the association upon approval of the Student Affairs Committee.

Proposed amendments shall be submitted in writing by an active member at least seven days prior to a scheduled meeting of the association.

## BY-LAWS

### ARTICLE I

#### Meeting, Rules of Order

The association shall hold one meeting or one event each month.

A two-thirds majority of active members of the association shall constitute a quorum. Rules of order shall be in close accordance with Robert's rules of order.

- Call the meeting to order
- Reading of the minutes
- Reports of elected officers
- Reports of special committees
- Old business
- New business
- Closing
- Adjournment

### ARTICLE II

#### Committees

The President shall appoint committees as the need arises.

### ARTICLE III

#### Dues

Dues shall be paid once every academic year, the amount to be determined by the association and voted on by the active members. (\$15)

### ARTICLE IV

#### Amendments to Bylaws

These by-laws can be amended by a two-thirds majority of the association membership upon approval of the Student Affairs Committee.

The association shall review the by-laws at the beginning of each semester or when need for revision has been determined by a two-thirds majority of the association membership.