

# **CONSTITUTION OF THE MEDICAL TECHNOLOGY ASSOCIATION**

**Written June 2nd, 2004**

## **Article I. Name and Purpose**

Section 1: This organization shall be known as the North Carolina State University Medical Technology Association.

Section 2: The purposes of this Association are as follows:

- 1) To enhance knowledge, promote interests, and provide enrichment opportunities to students regardless of interest, expertise, age, or industry involvement.
- 2) To promote the development of technology in the medical field.
- 3) To apply the knowledge, experience, and ideas of student to the medical field.
- 4) To encourage the improvement of scholarship and develop competent leadership among student members.
- 5) To provide services to the animal science industry and the community.

## **Article II. Membership**

Section 1: *Requirements*

Membership is open to any undergraduate or graduate student enrolled and in good standing with the university who agrees to uphold this constitution and the purposes of the Association. Active membership is outlined in Article XI.

Section 2: *Privileges*

Each member in good standing has the right to one vote on all matters concerning the Association, activities, the election of its officers and other business as governed by these laws. Also, each member is entitled to participate in any activity restricted to Association members. Privileges of active members are defined in Article XI.

Section 3: *Responsibility of Members*

A. Promote the purposes of the Association as outlined in Article I (Section 2) of this constitution and support Association activities by active participation as outlined in Article XI.

B. Support the elected officers of the Association and abide by the decisions they make under the powers delegated to them by this constitution.

Section 4: *Senior Standing*

Second year students shall be considered seniors in matters concerning the Association.

### **Article III. Officers**

#### **Section 1: *List of Officers***

The elective officers of this Association shall be President, President Elect (who will automatically become President the following semester), Secretary, Treasurer (a year-long term), Senior Editor, Junior Editor (who will automatically become the Senior Editor the following semester), Senior Activities Chairperson, Junior Activities Chairperson (who will automatically become the Senior Activities Chairperson the following semester). These officers, coordinating advisors, and committee chairs comprise the Executive Committee. In addition, former Association Presidents may serve as ex-officio members of the Executive Committee.

#### **Section 2: *Requirements***

All officers of the Association, except the faculty members, shall be undergraduate or post-degree students who have achieved active Association member status as outlined in Article XI and who, during the semester they serve, are in good standing with the University (which includes a minimum cumulative GPA of 2.0 for undergraduates or 3.0 for post-degree students). A candidate for President must be one whose term of office will follow in his or her junior or senior year. The candidates for President Elect should have attained at least junior standing and other offices shall have attained at least a freshman status at the time of taking office. The candidates for Junior Editor and Junior Activities Chairperson must be members who will return the following semester to assume the respective senior offices.

#### **Section 3: *Elections***

A. Elections of officers shall be the last meeting of each semester.

B. Nominations for officers may be made from the floor during a meeting set by the Executive Committee and will remain open until the following meeting when they will be closed and voted upon. Nominees must be present to be voted upon unless extenuating circumstances exist. In such a case, the Executive Committee shall review the situation and decide prior to elections if the candidate is eligible.

C. Voting, for one office at a time, shall be by a show of hands with heads bowed. A majority of all votes cast will be necessary for election. If there are three or more candidates for one office and no candidate receives a majority on the first ballot, the candidate receiving the smallest number of votes shall be declared eliminated, and the balloting continues in the same manner for the remaining candidates until one shall have received a majority.

D. Before voting, nominations shall be called for one office at a time, beginning with that of the President Elect. Nominees, who are not elected for an office, may then be nominated from the floor for other offices, if such is desired of the members present.

E. No member shall hold more than one office per semester. No one shall hold the same office for more than one term. A term shall be one semester for all offices other than Treasurer, which is a year-long term.

F. Officers shall be elected in the following order: President Elect, Secretary, Treasurer, Senior Editor, Junior Editor, Senior Activities Chairperson, then Junior Activities Chairperson.

G. Any officer unbecoming his or her office may be removed by two-thirds majority of the Active members of the Association present and voting at a regular meeting, but only after specific charges have been filed and investigated by a review committee, consisting of the Executive Committee and one non-officiating member of the Association who is elected when the charge is filed.

H. If an officer other than the President steps down or must leave for any reason, nominations will be taken from the floor and a simple majority will fill the vacated position.

I. The officers provided for in Article III, Section 1 shall constitute the Executive Committee of the Association, two-thirds of whom shall constitute a quorum for the transaction of any business not requiring actions by the Association at a regular or special meeting. Former Association Presidents can serve as ex-officio student advisors.

#### Section 4: *Duties, Responsibilities, and Powers*

##### *A. President*

1. Is bound by the provisions of this constitution and is responsible for upholding the rules of this constitution.

2. Presides over regular Association meetings.

3. Keeps in close contact with all officers in assuring that they carry out their respective duties.

4. Appoints committees which are not otherwise provided for in this constitution, or which may be authorized by voting of the Association at any business meeting and serve as an ex-officio member of all standing committees.

5. Acts as liaison with other Associations, the University, faculty, and advisors.

6. Is chairman of the Executive Committee and will:

- a. Call Executive Committee meetings when needed.
- b. Preside over Executive Committee meetings.

*B. President Elect*

1. Is bound by the provisions of the constitution.
2. Is an ex-officio member of all standing committees and should keep in close contact with committee chairpersons and attend the meetings when necessary.
3. Presides over meetings in the absence of the President.
4. Is in charge of Community Service activities.
5. Acts as liaison between alumni and current Association members.

*C. Secretary*

1. Takes minutes at all regular Association meetings.
2. Reads minutes from the previous meeting at all regular Association meetings and allows for revisions.
3. Receives all general Association mail.
4. Is responsible for a file of all Association records and copies of all paperwork.
5. Is responsible for sending invitations for the first Association meeting and mixer to all incoming freshmen.

*D. Treasurer*

1. Presents to the Association at each regular meeting a complete report on the Association's financial status.
2. Receives and records all incoming monies and keeps accurate records of all receipts.
3. Arranges to pay all bills promptly.
4. Approves all fund raisers in accordance with the University Solicitation Policy.

*E. Senior Activities Chairperson*

1. Is responsible for all Association activities.
2. Posts announcements of Association activities.

*F. Junior Activities Chairperson*

1. Assists the Senior Activities Chairperson with all Association activities.
2. Displays the Association sign on the day of all Association meetings.

#### G. *Senior Editor*

1. Composes the annual Association yearbook (spring) or scrapbook (fall).
2. Acts as official photographer for the Association.
3. Is responsible for transferring supplies and materials to the successor at the end of the semester.

#### H. *Junior Editor*

1. Assists the Senior Editor as needed.

### **Article IV. Amending the Constitution**

Section 1: This constitution may be amended at any time by a two-thirds majority vote of the active membership, subject to the review of the coordinating advisors.

### **Article V. Meetings**

Section 1: The regular meetings of the Association shall be held every first and third Wednesday of each month during the school year, except during regularly scheduled exam periods. Meeting dates may be adjusted to accommodate scheduling conflicts such as State Fair, spring break, or other events.

Section 2: Special meetings may be called by the Executive Committee at any time.

Section 3: The following order of business shall be practiced at any regular meeting when possible:

- a. Call to order
- b. Reading of the Secretary's minutes
- c. Treasurer's report
- d. Report of standing committees
- e. Report of special committees

### **Article VI. Committees**

#### Section 1: *Standing Committees*

The Standing Committee of this association shall be determined by the Executive Committee. The chairperson will be elected by the members of the committees or will be appointed by the President and then become members of the Executive Committee. Standing Committees include, but are not limited to: Yearbook, Rewards, and Banquet committees.

#### Section 2: *Appointment of Committees*

The President of the Association shall appoint such committees as are deemed necessary and name chairpersons. The President and President Elect shall be ex-officio members of the committees.

#### **Article VIII. Non-profit Classification**

Section 1: This Association is non-profit and no profit will inure to the benefit of any individual.

Section 2: In the event of dissolution of the Association, any remaining assets would be distributed among the state.

#### **Article VIII. Definition of Active Member Status**

Section 1: In order to be considered an active Association member in the upcoming semester, a student must earn the specified number of activity credits per semester. Activity credits are earned by participation in Association activities. Guidelines for events in which a member can earn activity credits will be determined at the end of the preceding semester by the Reward System Committee. A list of those guidelines will be made available for the Association members each semester.

Section 2: Benefits from attaining active Association member status include one Association discount determined by the Executive Committee based on the members' active status for the preceding semester.