



## Indiana University Student Personnel Association

### Indiana University Student Personnel Association Bylaws

(Revised July 2005)

#### ***Article I: Membership***

##### **Section 1. Full Member's Rights**

All Full members shall have the right to attend and vote at all General meetings, serve on all IUSPA committees, attend all IUSPA programs and activities, place themselves in contention for elected office, and receive the IUSPA Journal annually.

##### **Section 2. Honorary Member's Rights**

All Honorary members shall have the right to attend all IUSPA programs and activities and receive a copy of the IUSPA Journal annually.

##### **Section 3. Alumni Member's Rights**

[CONTENT MISSING]

##### **Section 4. Dues**

Full members shall pay a one-time membership fee to be established by the Executive Board. Dues shall be paid during the first semester of membership.

#### ***Article II: Election of Officers***

##### **Section 1. Time**

The Executive Board offices for election at the end of the fall semester shall be the President, Vice President, Secretary, Treasurer, Director of Programming, Director of Outreach, and Director of Professional Development. The Director of Relations shall be elected in September of each year under the same general procedures governing the election of other Executive Board officers.

##### **Section 2. Procedure**

Nominations for office will be open three (3) weeks prior to the end of the fall semester. Those eligible for nomination must meet the qualifications established in Article II, Section 1 of the Constitution. Voting for officers will take place two weeks prior to the end of the fall semester. Those eligible to vote are members in good standing in accordance with Article II, Section 1 of the Constitution. Votes will be cast by secret ballot.

##### **Section 3. Resignations**

All resignations from the Executive Board shall be presented to the President of IUSPA in writing. In the event of the President's resignation, the letter of resignation shall be given to the Vice President. The resignation shall be effective only after the Executive Board has recognized the resignation by a two-thirds majority vote. The vote on resignation shall occur no later than ten (10) days after the letter of resignation has been received by the properly designated board member.

##### **Section 4. Vacancies**

Vacancies for all offices will be filled through Executive Board appointment.

#### ***Article III: Budget Policy***

##### **Section 1.**

All budget proposals are due to the Treasurer by the end of February.

**Section 2.**

The Treasurer shall prepare the budget for presentation to and review by the Executive Board. The Executive Board shall make recommendations for changes to the proposed budget.

**Section 3.**

The requesting individuals/committees shall adjust their proposed budget and prepare a statement for presentation at a budget hearing during a General meeting.

**Section 4.**

The Treasurer shall present the proposed final budget to the membership for approval.

**Section 5.**

The final budget will be approved by a two-thirds majority vote of all Full members present at the budget hearing held during a meeting. Absentee votes will be accepted.

***Article IV: Amendments*****Section 1. Procedure**

All Full members, as stated in Article II, Section 1 of the Constitution, may propose an amendment to these Bylaws. Notification of proposed amendment must be made public to all those eligible to vote a minimum of two weeks prior to voting on the proposed amendment. Amendments must have a two-thirds majority vote of all those eligible and present to vote at amendment proceedings. Absentee votes may be cast by a designee of the absent Full member if notification is given in writing to the President, at least two days before Amendment proceedings. The proposed amendment shall become effective immediately after passage.

**Section 2. Voting Eligibility**

All Full members of IUSPA, as stated in Article II, Section 1 of the Constitution, are eligible to vote on amendments to the Bylaws.

***Article V: Ratification*****Section 1. Voting Eligibility**

All Full members, as stated in Article II, Section 1 of the Constitution, are eligible to vote on ratification of the Bylaws of the IUSPA Constitution.

**Section 2. Procedures**

The proposed bylaws shall be made available to the membership a minimum of two weeks prior to voting. Discussion of and voting on the proposed bylaws shall take place at a ratification meeting. The ratification meeting shall be announced two (2) weeks prior to the meeting.

**Section 3. Passage**

Ratification will require a two-thirds majority vote of all those present at ratification proceedings. Absentee votes may be cast by a designee of the absent Full member if notification is given in writing to the President, at least two days before ratification proceedings.

**Section 4. Effective Date**

The newly ratified IUSPA Constitution Bylaws shall be effective immediately following ratification proceeding.