ATSU-KCOM SNMA CONSTITUTION

ARTICLE I

Section 1 - Name
The name of this organization shall be the Student National Medical Association

Section 2 - Purpose
The purpose of Student National Medical Association is:
1. To create an atmosphere wherein professional excellence and moral principles can find fullest expression;
2. To promote the dissemination of information relative to minority issues in the field of medical education;
3. To take necessary and proper steps to eradicate practices in the field of health profession education that compromise the goal of providing a quality education to minorities and women;
4. To promote the development of workable programs for the implementation of better urban and rural health care;
5. To provide national leadership in the promulgation of legislative policies for the provision of enhanced access to better health care;
6. To promote the sponsorship of programs for minority youth to encourage their entrance into the health professions;
7. To promote increases in the levels of minority student recruitment, admissions, and retention in schools training health professionals
8. To promote all persons to achieve cultural competency in working with diverse populations
9. To encourage and support efforts of international medical work

ARTICLE II

Section 1 - Membership
1. The member of the SNMA shall be active, associate, supporting physician, honorary and organization
2. Membership is open to any student at A.T. Still University-Kirksville College of Osteopathic Medicine (ATSU-KCOM).
3. SNMA will not discriminate on the basis of age, color, gender, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status or weight. Also, ATSU-KCOM students may be officers and/or voting members
4. Local membership is open to any Osteopathic Medical or Biomedical Student at ATSU-KCOM.

Section 2
1. A member in good standing:
   i. Has paid Chapter dues.
ii. A person who follows and obeys the rules of the organization set forth by the written constitution of the chapter.

iii. Has attended 50% of meetings and activities.

2. A member shall become an active member of the SNMA on a National level upon submission of prescribed application form to the National Office, approval of form by the Executive Committee and receipt of prescribed national dues by the national office

ARTICLE III

Officers

Section 1
Each year the chapter shall vote officers into the following positions. Each officer elected will serve for one year from Spring Quarter to the following Spring Quarter. Members voted into office shall comprise the Executive Committee of the SNMA. The officers shall be:
President
Vice-President/Risk Management
National Liaison
Treasurer
Public Relations/Secretary
First Year Representatives

Section 2
i. Only members in good standing shall nominate, vote upon, or be nominated for membership into the executive committee. Elections may be secret ballot, roll call or voice vote with the final decision being voted upon by members in good standing.

ii. Fifty percent plus one vote will determine an election provided that a simple majority of members in good standing are present

Section 3- Duties of Officers

President shall:

i. Convene and preside at all meetings;

ii. Schedule and conduct regular meetings of the general body and executive committee

iii. Submit his/her recommendations for action to the Executive Committee and the General Body;

iv. Appoint, subject to approval by the executive committee, the Chairpersons of all Standing and Special Committee as terms expire or vacancies occur;

v. Act as Vice-Chairperson of the Executive Committee, if the Chairpersons of the Board is unable to be present;
vi. Represent the ATSU-KCOM’s Chapter of SNMA on a regional and national level by attending necessary meetings or conventions within the financial capabilities of the Chapter;

vii. Take primary responsibility for the implementation or resolutions and programs by the Executive and National Committees;

viii. Submit all necessary paperwork to the National and Regional Officers in a timely and efficient manner;

ix. Meet regularly with the chapter’s Advisor in order to keep he/she abreast of the chapter’s proceedings

Vice-President Shall:

i. Officiate for the President(s) in his/her absence or at his/her request; shall assume the duties and powers of the President in case of the President’s removal by resignation, death or other cause;

ii. Take primary responsibility for the implementation of all community service projects;

iii. Activities support club goals and activities;

iv. Take on any other reasonable duty as delegated by the President

Treasurer shall:

i. Take primary responsibility for all financial transactions of the ATSU-KCOM’s Chapter of the SNMA;

ii. Submit monthly reports to the chapters Executive Committee and the National Office;

iii. Have approval of the President(s) and/or the Executive Committee for all expenses;

iv. Maintain accurate records of all transactions by keeping all receipts and notice of expenditures;

v. Handle the collections of monies for membership to the SNMA;

vi. Assists the Public Relations/Secretary in assuring that all members are in good standing;

vii. Take on any other reasonable duty as delegated by the President

Public Relations/Secretary shall

i. Record the proceedings at every schedule SNMA meeting;

ii. Send to all members a summary of the minutes taken at all general body meetings;

iii. Send all members adequate publicity of all meetings of the SNMA;

iv. Have custody of all official books, records and papers of the SNMA, including the Constitution and Bylaws, their amendments and the minutes all proceedings;

v. Notify members of all correspondence received for the SNMA;

vi. Work with the President(s) to prepare and agenda for all meetings;

vii. Handle Membership promotion and records for the SNMA;

viii. Assist and communicate the Treasurer in assuring that members are in good standing;
ix. Preside over the chapter’s fund-raising committee;
x. Take on any other reasonable duty as delegated by the President

National Liaison Shall:
i. Work to help increase the matriculation of Underrepresented Minorities into the professional health related programs by providing information, materials and mentorship opportunities;
ii. Provide interaction between medical and premedical students at ATSU-KCOM and Truman;
iii. Work with the Vice-President in implementing community service activities;
iv. Research international and domestic opportunities in accordance to local Chapter’s purpose.
v. Help maintain good standing with SNMA National;
vi. Keep records of National members in the local SNMA Chapter;
vii. Take on any other reasonable duty as delegated by the President

First Year Representatives shall:
i. Serve as a liaison between SNMA and the first year class.
ii. Lead organization of one or more of SNMA’s projects during the year.
iii. Participate and engage others form first year class to participate in SNMA’s meetings, projects, and events.
iv. Actively contribute to planning and organization of all SNMA’s events, meetings, and projects in collaboration with the other SNMA officers.
v. Take on any other reasonable duty as delegated by the President.

Section 4
Any officer shall be impeached if he/she fails to remain in good standing and maybe removed at any meeting by 2/3 vote of the general membership

ARTICLE IV

Operating Procedures

Section 1
i. The Executive Committee shall meet at least once a month at a time and place designated by the committee;
ii. The general body shall meet at least once a month at a time and place designated by either the President or the Executive Committee;
iii. A quorum will constitute 1/3 of all members

Section 2
The rules or order for all meetings may be decided upon by each Executive Committee

Section 3
The following shall be the minimum existing committees:
1. Executive Committee shall:
vi. Include all officers voted upon by the general body;
vii. The chapter’s advisor shall also be a member of the Executive committee;
viii. The committee shall finalize all decisions regarding events and major expenditures of the chapter; ix. Make a decision regarding the rules of order for all meetings; x. Make a decision regarding a regular place and time for meetings

2. Fundraising Committee shall:
   i. Have the chapter’s Public Relations Officer preside as the chairperson;
   ii. Review various opportunities for raising funds for the chapter activities;
   iii. Implement such opportunities after obtaining approval from the Executive Committee

3. Other Committees may be formed as deemed necessary by the either the general body, executive committee and or President(s)

ARTICLE V

Amendments

Section 1.
Amendments may be proposed by the any member in good standing, the President(s) and/or the Executive Committee

Section 2
Proposed amendment must be submitted to the Executive Committee in writing. In addition, a written statement explaining the reasoning behind such amendment must also be submitted

Section 3
All proposed amendments and necessary materials must be reviewed and approved by the Executive Committee. After approval by the committee, the amendment must be presented to the general body for approval. A vote of fifty percent plus one and approval by the chapter’s advisor are necessary to make a proposed amendment effective.

ARTICLE VI

Risk Management
   -duties below to be fulfilled by the club Vice President

Section 1. Alcohol and Drugs
The possession and/or consumption of alcoholic beverages during any organizational event, or in any situation sponsored or endorsed by chapter, must be in compliance with any and all applicable laws and policies, and regulations on the state, city, county, and university. The unlawful possession, sale and/or use of any illegal drugs or controlled substances at any event sponsored by the Student Nation Medical Association or at any event that an observer would associate with this organization is strictly prohibited. The chapter will not condone the use of alcoholic beverages as part of their membership recruitment programs. A violation of this policy shall be deemed a violation of the membership policies.

Section 2. Personal Property
Use of personal property in organization activities shall be strictly voluntary and the sole responsibility of the owner. Student National Medical Association shall not assume liability for damage to/theft of personal property used in conjunction with organization activities.

Section 3. General Health and Safety
All activities Student National Medical Association events shall take into account the health and safety of all participants. Planning of chapter projects and activities will include appropriate personal safety precautions. The chapter shall not be responsible for any injuries incurred by those participating in these activities.

Section 4. Event Security
If an event is scheduled in which there is any threat, perceived or anticipated, of non-peaceful opposition, the Kirksville Police Department, and other necessary law enforcement or public safety agencies will be notified immediately. The Student National Medical Association seeks to provide a safe environment for the discussion, expression, and participation in club issues/activities.