**CONSTITUTION OF THE**

**NATIONAL STUDENT SPEECH LANGUAGE HEARING ASSOCIATION (NSSLHA)**

**UNIVERSITY OF ALABAMA**

**ADOPTED AUGUST 1987**

**REVISED JULY 2016**

**Article I: Name**

The name of this organization shall be the National Student Speech Language Hearing Association, University of Alabama Chapter.

**Article II: Purpose**

The purpose of the local NSSLHA organization shall be: 1. to encourage and promote professional interest among college and university students in the study of human communication sciences and disorders 2. to provide continuity to the dissemination of professional information, and 3. to provide a vehicle for student representation in matters of professional and academic concern.

**Article III: Status**

As a recognized local chapter of NSSLHA, the University of Alabama Chapter shall serve as an official organ of the national association in matters appropriately handled at the local level and in matters prescribed in the Bylaws of the national association. Any number of the members of the chapter shall be members of the national association.

**Article IV: Membership Eligibility**

Any full- and/or part-time undergraduate, graduate and doctoral students interested in the study of normal and disordered human communication behavior, who are not eligible to receive, and have not received nor applied for, their Certificates of Clinical Competence (CCCs) from the American Speech-Language Hearing Association (ASHA), shall be eligible for membership in the National Student Speech Language Hearing Association, University of Alabama Chapter.

The local chapter offers two tiers of membership: Full and Chapter

**SECTION 1: FULL MEMBERSHIP**

**A. Eligibility**

Full membership is reserved for those students holding membership in both the local chapter and in the national association.

**B. Privileges**

A full member shall be eligible to vote, hold office, and to serve on committees on the local level and shall hold all privileges accorded by the National Bylaws.

**C. Dues**

Annual dues for full members shall include a fee for national association membership along with the local chapter membership fee as determined by a majority vote of the membership.

**D. Termination of Membership**

Membership in the local chapter of NSSLHA shall be terminated automatically if:

1) A member becomes eligible for certification and membership in the American Speech-Language-Hearing Association.

2) A member loses student status.

3) A member fails to pay local chapter dues by the fourth week after the beginning of the semester.

**E. Non-Discrimination Clause**

Membership in registered student organizations shall be open to all students of The University of Alabama, without regard to race, religion, sex, disability, national origin, color, age disability, gender identity or expression, sexual identity, or veteran status except in cases of designated fraternal organizations exempted by federal law from Title IX regulations concerning discrimination on the basis of sex. Notwithstanding these requirements, the organization may restrict membership based on an ability to perform the activities related to the organizations purpose.

**SECTION 2: CHAPTER MEMBERSHIP**

**A. Eligibility**

Chapter membership is reserved for those students holding membership in the local chapter only.

**B. Privileges**

A chapter member shall be eligible to vote, to hold office, and to serve on committees on the local level.

**C. Dues**

The annual dues for local chapter membership fee are determined by a majority vote of the membership.

**D. Termination of Membership**

Membership in the local chapter of NSSLHA shall be terminated automatically if:

1) A member becomes eligible for certification and membership in the American Speech-Language Hearing Association.

2) A member loses student status.

3) A member fails to pay local chapter dues by the fourth week after the beginning of the semester.

**Article V: Chapter Personnel**

Section 1. Student Members

Those students who meet the eligibility requirements set forth in Article IV, Section I and II of these Bylaws may be members.

Section 2. Chapter Advisor

This chapter shall have at least one advisor who is a faculty or staff member in the academic program. The Chapter Advisor shall be a member of the American Speech-Language Hearing Association. Responsibilities shall be those assigned by The University of Alabama [Student Handbook](http://cd.ua.edu/students/student-handbook/).

Section 3. Chapter Co-Advisor

The Chapter Advisor may designate a Chapter Co-Advisor subject to the approval of the Chapter Executive Council. The Chapter Co-Advisor must be a professional member of the American Speech-Language Hearing Association. Responsibilities shall be those assigned by The University of Alabama [Student Handbook](http://cd.ua.edu/students/student-handbook/).

**Article VI: Chapter Executive Council**

Section 1. Authority

The Chapter Executive Council shall supervise and coordinate all activities undertaken by the Chapter, shall establish policies, and shall exercise all powers except those assigned to the membership. The Chapter Executive Council shall meet prior to the monthly business meeting at a time designated by the Council. A majority of members of the Council shall constitute a quorum.

Section 2. Composition

The Chapter Executive Council shall consist of the chapter officers and the advisor(s).

Section 3. Chapter Officers

Chapter officers shall be a President, Vice President, Secretary, and Treasurer. They must maintain full membership in the local chapter as required in Article IV, Section 5 of the national bylaws and the officers shall be selected from the general membership as indicated in the local bylaws, Article IV, Part I.

A. Duties

President- The President will call and preside over all meetings of the Chapter Executive Council and Chapter meetings. The President shall appoint all committees, shall serve as an ex-officio member of all committees and shall designate special duties not provided for in the Constitution and Bylaws. The individual holding this position must be a full member of the local chapter.

Vice President- The Vice President shall be vested with the powers of the President in the event of the President’s absence or inability to execute the presidential duties. The Vice President shall carry out other duties assigned by the President. The duties of the Vice President shall include overseeing the preparations for the monthly meetings. The individual holding this position must be a full member of the local chapter.

Secretary- The Secretary shall handle all liaison between the National Office and chapters including reports and correspondence. The Secretary shall act as Parliamentarian at the monthly meetings. The individual holding this position must be a full member of the local chapter.

Treasurer- The Treasurer shall be custodian of the funds of the Chapter and shall be responsible for all monies received and spent by the local Chapter which is to include dues and organizational expenditures. The individual holding this position must be a full member of the local chapter.

B. Terms of office

The Chapter officers shall be elected for a period of one year. Vacancies in office shall be filled by nomination and voting by a majority vote of active members.

C. Election

1. The Chapter officers shall be elected by a majority vote of the membership. 2. A nominating committee consisting of the Executive Council and the Advisor(s) shall determine the qualifications of candidates for office. 3. The Executive Council shall receive each nominee’s acceptance of the nomination before presenting the slate to the membership for action. 4. Additional nominations may be made from the floor subject to the nominee’s acceptance.

**Article VII:** **Standing Committees**

Section 1. The Chapter shall have four standing committees:

Service Committee: Responsible for coordinating community service activities for the University, the Department, the national association and/or the local chapter.

Public Relations Committee: Responsible for publicizing NSSLHA members, activities, and events to the local, regional, and national community.

Current Issues: Responsible for providing the current membership with information pertaining to issues and events on the local, state and national levels.

Ways and Mean Committee: Responsible for facilitating methods of raising funds.

Section 2. Duties

A. The Service Committee shall render special services to the University, to the Department, and to the local and national Association.

B. The Public Relations Committee shall be responsible for two areas:

1) Promotion and Membership

· Work with the Vice President and the Chapter members to develop special events that will promote NSSLHA, recruit members, and raise funds · Organize material provided by the Vice President concerning the monthly meeting and/or special events · Decide what type of media to use to publicize the information · Submit articles and/or notices to local and/or school newspaper(s) and radio station(s), if appropriate · Provide photos and/or graphics, if necessary, to accompany information · Invite media reporters and/or photographers to NSSLHA events, if appropriate · Hang posters in public venues to advertise NSSLHA functions and Chapter activities · Develop a campaign to recruit NSSLHA members to the local chapter and to national NSSLHA

2) Photos and/or graphics: Plan and assemble materials needed to promote NSSLHA chapter activities and events.

C. The Current Issues Committee shall develop methods to provide the membership with current information pertaining to issues and events on the local, state, and national levels.

D. The Ways and Means Committee shall devise and supervise methods of raising funds.

Section 3. Committee Chairs

All Chairs shall be appointed by the Chapter President.

The Chair shall be responsible for the supervision and coordination of all activities undertaken by their committee(s).

A Chair is the presiding officer of the committee.

Section 4. The responsibilities of the Chair are:

a. To supervise all activities undertaken by his/her committee. b. To keep a file of the committee’s activities which will include the following items: 1. List of members and their most recent telephone numbers 2. Any notes related to committee activities. 3. Correspondence c. To determine the time and place for the committee’s meetings. d. To recruit NSSLHA members to work on the committee. To report to the membership at each monthly business meeting: 1. Statement of the activities of the committee 2. Statement of debits and credits, and 3. Statement of any committee problems and possible solutions f. To write the yearly report for the committee.

**Article VIII: Committee Policies and Responsibilities**

Section 1. Authority

All committees are answerable to the membership.

Section 2. Duties of personnel

The committee is to be arranged so that each person has only one task to perform at a time or has one specific task each month.

Section 3. NSSLHA Bulletin Board

1. Notices to the committee will be posted on the NSSLHA Bulletin Board. 2. A list of committee members will be posted on the NSSLHA Bulletin Board and will be kept updated.

Section 4. Purchases

1. Committee members are responsible for their own purchases as well as reporting these expenditures to the committee Chair and to the Treasurer for reimbursement.

2. The following information must be written on the sales slip:

a. The item purchases b. The purchaser’s name c. The date of the purchase d. The total amount of the purchase

3. On specific projects, the committee as a whole will tabulate the total expenditure to be made for that project.

**Article IX: Meetings**

Section 1. The regular meetings of the association shall be held on the on the second Tuesday of each month from September to May unless otherwise ordered by the organization or by the Executive Council.

Section 2. The regular meeting on the second Tuesday in April shall be known as the annual meeting and shall be for the purpose of electing officers, receiving reports from officers and committees, and for any other business that may arise.

Section 3. Special meetings may be called by the President or the Executive Council and shall be called upon the written request of 10 members of the association. The purpose of the meeting shall be stated in the notice, and three days notice shall be given except in the cases of emergencies.

Section 4. Fifty percent of the active members shall constitute a quorum.

**Article X: Orders**

Robert’s Revised Rules of Order shall constitute the parliamentary authority in all matters not covered by the national and local bylaws.

**Article XI: Amendments**

Section 1. Suggested Amendments

Suggestions for amendments or revision of these Bylaws shall be presented to the Chapter Executive Council by any member or advisor at least one month prior to the next scheduled business meeting.

Section 2. Action on Proposed Amendments

All amendments shall be presented to the general membership for action. A majority vote of two thirds of those present at the business meeting at which the amendment is announced shall be required for adoption.

**Article XII: By-Laws**

By-laws to this constitution may be added at any regular meeting of the association by two-thirds vote, provided the by-law has been submitted in writing at the previous regular meeting.