

Constitution of

Student Dietetic Association

ARTICLE I – NAME

The official name of this organization shall be Student Dietetic Association

ARTICLE II – PURPOSE

The purpose of this organization shall be orient students to the nutrition dietetic professions, provide service opportunities within the university and community, and stimulate social and professional growth with peers and professionals.

ARTICLE III – MEMBERSHIP

- A. Those eligible for membership are enrolled UA students in good academic standings (Note: Voting members must be currently enrolled UA students and all students must be in good standing . . . 2.0 GPA. . . unless the organization has a higher GPA requirement noted within this constitution.)
- B. Membership will consist of the following types; (i.e., voting, nonvoting, associate, define each)
- general
- C. Membership will be revoked by the organization under the following conditions:
- nonpayment of dues, failure to remain in good academic standings with the university (Note: Membership is typically revoked upon failure to pay dues, if any exist; failure to remain in good standing with the University; or failure to abide by the constitution's purpose as stated in this constitution.)

ARTICLE IV – OFFICERS

- A. Officer positions in this organization include: President, Vice President, Secretary, Treasurer, Historian
- B. The powers and duties of the officers shall be:
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| 1. <u>President</u>
(Title of Officer) | <u>The president shall have one equal vote on the executive board.</u> <ol style="list-style-type: none">1. Preside over all general meetings and executive board meetings2. Serve as the organization's spokesperson to any campus or community organization as deemed necessary and subject to approval of the executive board.3. Delegate necessary responsibilities4. Recruit educational speakers for the Student Dietetic Association meetings. |
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| 2. <u>Vice President</u>
(Title of Officer) | <p><u>The vice president shall have one equal vote on the executive board.</u></p> <ol style="list-style-type: none"> 1. Take the president's responsibilities during meetings when the president is absent. 2. Assume presidency in case of resignation or impeachment. 3. Preside over committees as needed. 4. Recommend committee chairpeople as needed. 5. Recruit educational speakers for the Student Dietetic Association meetings. |
| 3. <u>Secretary</u>
(Title of Officer) | <p><u>The secretary shall have one equal vote on the executive board.</u></p> <ol style="list-style-type: none"> 1. Record and present executive board minutes and the minutes of all general meetings. 2. Conduct general correspondence. 3. Maintain membership roll and provide a list of names, addresses, and phone numbers of members. 4. Recruit educational speakers for the Student Dietetic Association meetings. |
| 4. <u>Treasurer:</u> | <ol style="list-style-type: none"> 1. Responsible for monitoring and maintaining the financial balances of the organization. 2. Handle all financial affairs with the Extracurricular Activities Fund (EAF) when organization is in need of funding. 3. Give a Treasurer's report at meetings informing other members of the organization's financial status. 4. Responsible for other duties as delegated by the President. 5. Recruit educational speakers for the Student Dietetic Association meetings. |
| 5. <u>Historian</u> | <ol style="list-style-type: none"> 1. Take pictures of meetings and events to document. 2. Update the bulletin board on the second floor of Schrank South 3. Responsible for other duties as delegated by the President. 4. Recruit educational speakers for the Student Dietetic Association meetings. |

C. Election of officers:

1. To qualify to be an officer, a student must a current member.

2. Nomination of officers will be by the Executive Committee and nominations from the floor
(Note: Options include, but are not limited to, from the floor, by ballot, by the Executive Committee, etc.)
 3. The prescribed election/selection process to be used will be approval by the majority of the membership
(Note: Options include, but are not limited to, voting for each office following nominations, a single ballot listing positions and nominees, etc.)
 4. The candidate(s) receiving an majority affirmative vote will be declared the winner and will take office on last day of the current sememster (date).
 5. The terms of office shall be from last day of current semester (date) until last day of spring semester (date).
- D. Should vacancies occur before the completion of a term of office, the vacancy will be filled in the following manner:
- chosen and approved by executive board
- E. Impeachment charges can be brought against any officer for the following reasons:
- a. failure to abide by the purpose of the organization as stated in the constitution.
 - b. consistent failure to preform assigned duties as stated in the constitution.
- F. Impeachment proceedings may be enacted upon a majority vote of the general members.
(Explanation: For the impeachment procedure to be activated, usually a majority vote of the active membership or quorum must occur).
- G. If impeachment proceedings are voted to occur, the following procedure will be followed:
- a. Officer in question be notified.
 - b. A special meeting set up to discuss the charges where all parties are allowed to respond.
 - c. If decision is made to proceed, a vote should then be taken by the membership.. with a large percentage of the members voting for removal in order for the officer to be impeached.
 - d. Decide how group will select the replacement.
 - e. Decide when the new person takes office.
- (Note: Utilization of the following steps are suggested: (1) The officer in question be notified of the charges in writing, (2) A special meeting is set up to discuss the charges where all parties are allowed to respond, (3) If a decision is made to proceed, a vote should be taken by the membership—usually needing a large percentage of the members voting for removal in order for the officer to be impeached, (4) Decide how the group will select the replacement and when the new person takes office; this should correspond with Article IV, Section 5).

ARTICLE V – ORGANIZATIONAL STRUCTURE

- A. The Executive Committee shall consist of the following persons: President, Vice President, Secretary, Treasurer, Faculty Advisor
- B. The Executive Committee’s duties shall be to: plan and implement the goals and purpose of the organization as stated in constitution.
- C. Other committees of the organization and their duties shall be:

1. organized as needed
2. _____
3. _____

ARTICLE VI – FACULTY ADVISOR

- A. In order to qualify to be the Faculty Advisor, the individual must be a full time member or contract professional at The University of Akron.
- B. The Faculty Advisor will be selected by: The Division of Nutrition, Dietetics, and Food Science
- C. The term of office for the Faculty Advisor will be from last day of current semester (date) until last day of following Spring semester (date).

ARTICLE VII – RULES OR ORGANIZATIONAL PROCEDURES

- A. Attendance policy for members will be encourage members to attend
- B. Organizational meetings will be held three each semester
- C. In order to conduct business, a quorum will consist of at least 50% of the officers and at least 25% of the members
(Quorum: The minimum number of members who must be present for the valid transaction of business; i.e., voting. Example: 50% + 1 of the active members).
- D. In the event of conflict concerning proper rules of procedure, Robert's rule of order will serve as the recognized authority.
(Note: Usually a resource such as *Robert's Rules of Order* is cited; people are not cited here).

ARTICLE III – FINANCE

- A. Dues for membership to the organization shall be \$15.00 per school year.
(Suggestion: Have the membership determine an annual amount by a vote held during spring semester or the first fall meeting rather than stating a specific amount in the constitution).
- B. Other sources of organizational funding, beside University funding will be through fund raising activities and private donations
- C. (Name of organization) Student Dietetic Association will manage its own finances, but in accordance with the rules and regulations prescribed by The University of Akron.

ARTICLE IX – AFFILIATION *(Required if your group is a local chapter that has a regional and/or national structure. Please attach a copy of your national constitution).*

- A. The organization is an affiliate of _____
- B. This organization has the following financial relationship to the affiliate: _____

ARTICLE X – AMENDMENTS

The following process must make all amendments to this constitution: (1)

(Note: Suggest the following: (1) Any proposed amendment must be presented in writing to the membership; (2) Discussion should occur at a full meeting; (3) A vote for acceptance should occur at a following meeting—allowing people time to think about the changes; and (4) The amendment shall become part of this constitution upon a majority vote of the membership.)

ARTICLE XI – NONDISCRIMINATION CLAUSE

Student Dietetic Association shall not discriminate on basis of race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, gender identity, age, physical or mental ability, veteran status, military obligations, marital status, and genetic information in the selection of its members or in its programs, unless federal or state laws allow for such exceptions.

ARTICLE XII – STUDENT DEVELOPMENT CLAUSE

(Name of Organization) Student Dietetic Association shall maintain a current registration form including a list of officers, their addresses, the name of the Faculty Advisor, and the most recently amended constitution with the Office of Student Development.