

**Florida State University
American Library Association
Student Chapter**

Constitution

ARTICLE I: The official name of this organization shall be the Florida State University American Library Association Student Chapter.

ARTICLE II: The purposes of this organization are:

- A. To facilitate and encourage participation in the American Library Association.
- B. To increase awareness and use of the resources of the American Library Association, including publications, promotional materials, scholarships, and conferences.
- C. To increase awareness of national issues in library and information studies.
- D. To provide a forum for the exchange of ideas and information about issues, trends, and opportunities in the profession.
- E. To develop skills and relationships that will enable students to have a creative impact on the profession.
- F. To promote involvement in professional activities beyond the classroom.

ARTICLE III:

- A. All members of this organization must be currently enrolled in the graduate program at the Florida State University School of Information Studies,
- B. Members must pay a one time fee of five dollars (\$5) upon joining the Chapter, and
- C. Members are encouraged to seek membership with the American Library Association.

ARTICLE IV: Activities:

- A. The Chapter shall hold a General Membership Meeting at the beginning of each academic term (Fall, Spring, Summer).
- B. Monthly activities and programs will be planned in accordance with the purposes set forth in Article II.
- C. All activities and programs sponsored by the Chapter will be free of charge to members.
- D. The Chapter will publicize activities, programs, and important news in print and electronically.

ARTICLE V: Officers:

- A. The officers of this organization shall consist of a President, Vice-President, Secretary, and

Treasurer; the Faculty Advisor shall serve as an ex-officio member.

B. The officers shall have the following responsibilities:

1. The President shall have the ultimate responsibility for the functioning of the organization and its relationship with the American Library Association. The President shall convene and conduct all meetings. The President shall also serve as the Conference Coordinator and shall be responsible for the planning and coordination of organization activities relating to the ALA Midwinter Meeting and Annual Conference. The President shall also serve as the Chapter's representative to other student organizations at the School.
2. The Vice-President shall assume the duties of the President in the latter's absence and shall assist the President in carrying out the executive duties of the organization. The Vice-President has primary responsibility for membership recruitment, and shall maintain a roster of all ALA Student Chapter members. The Vice-President shall also serve as Program Coordinator and shall be responsible for the planning and coordination of organization programs and activities in cooperation with the other officers.
3. The Secretary shall be responsible for keeping a record of the activities, transactions, and correspondence of the organization. The Secretary shall also be responsible for keeping minutes of the meetings, maintaining the Chapter's historical record, maintaining the Chapter website, and coordinating publicity for Chapter activities.
4. The Treasurer shall serve as a liaison to the funding organizations of the University, including the Congress of Graduate Students and the Student Activities and Organizations Accounting Office; as such, the Treasurer is responsible for meeting the qualifications set forth by the SAO. The Treasurer shall coordinate fundraising efforts, collect membership dues, maintain financial records, acquisition, and prepare the coming year's budget in coordination with the officers.
5. The Faculty Advisor shall be a member of ALA and shall act as liaison between the Student Chapter and the School and between the Student Chapter and the American Library Association. The Faculty Advisor shall be recommended by the Dean of the School with the advice and consent of the officers.

Clause: Other positions can be appointed to carry out responsibilities as seen necessary by officers.

ARTICLE VI: Elections and Terms of Office:

A. Elections:

1. All members of the Chapter are entitled to vote for the officers of the organization.
2. Nominations of officers shall be coordinated with current officers and the Faculty Advisor. A call for nominations shall be made two weeks before the election.
3. Elections shall take place by ballot two weeks prior to final exam week of Fall term. The Faculty Advisor shall be the final arbiter in any disputes concerning election-related activities.

B. Terms of Office:

1. Terms of office for all offices shall be for one year, beginning with the Spring term, with no restrictions on the number of times a person may hold any office.
2. In the event of a vacancy in office prior to the expiration of a term of office, the officers shall name an interim officer to serve until the next election.
3. The Faculty Advisor shall serve for one year beginning in the Spring term and may be reappointed with the advice and consent of the officers and the Dean, with no restrictions on the number of times the person may be reappointed.

ARTICLE VII: Committees shall be appointed as necessary by the officers.

ARTICLE VIII: All questions of parliamentary procedure shall be decided in accordance with the forms laid down in the latest edition of *Robert's Rules of Order*.

ARTICLE IX: Proposed amendments to this Constitution may be introduced by any member at any meeting or by petition to the officers. All proposed amendments shall be posted for general viewing by the membership for a period of at least one week. Ratification of a proposed amendment shall be determined by a majority vote of the Chapter members at the next meeting of the organization.

ARTICLE X: Ratification of this Constitution shall be in accordance with the rules set forth in Article IX for amendment to this document.

Adopted May 1998

Ratified Fall 2001