

St. John's ALA Student Chapter Constitution

Ratified: November 1, 2010

Chapter Bylaws

I. Name:

The official name of this organization shall be the American Library Association/New York Library Association Student Chapter at St. John's University.

II. Purposes and Aims:

The American Library Association/New York Library Association Student Chapter at St. John's University shall promote the social, cultural, intellectual, and professional growth of its members and support the Division of Library and Information Science. It will also facilitate and encourage participation in the American Library Association, the New York Library Association, and other professional associations that support the mission of ALA. It will encourage professional contacts within the field of librarianship both at St. John's and elsewhere, and will actively promote involvement in professional activities beyond the classroom.

III. Membership:

A. All members of this organization must be currently or previously enrolled students in the Division of Library and Information Science at St. John's University.

B. Membership is free and requires notification of Co-President(s) by email at stj.alachapter@gmail.com. Special membership is available to interested parties that do not meet these requirements on a case-by-case basis as approved by the Faculty Advisor.

C. Members are responsible for notifying the Student Chapter President if their name does not appear on the Members page of the ALA/NYLA Student Chapter Web site.

D. Membership in the American Library Association and the New York Library Association is strongly encouraged, though not required.

E. All faculty members of the Division of Library and Information Science are granted honorary membership and are entitled to all the privileges of membership except voting rights.

IV. Activities:

A. There shall be a meeting of the membership at the beginning of each academic year and thereafter as necessary. These meetings will be conducted according to the spirit of [St. John's Core Values](#) and [Vision Statement](#).

B. Activities and programs shall be planned in accordance with the purpose set forth in Article II. Purposes and Aims.

V. Officers:

A. The officers of this organization shall consist of two Co-Presidents, Treasurer/Secretary, and at least one Officer-at-Large. All current members are eligible to run for officer positions, excluding honorary members such as faculty.

B. Any officer position may be shared by more than one individual. Individuals wishing to share an officer position must announce their candidacy together, run as a team, and be elected by the membership as a team.

C. The Executive Board and Faculty Advisor will decide the number of Officers-at-Large before the annual elections. This decision should reflect student interest and current membership body.

D. Responsibilities:

1. One or both Co-Presidents shall preside at all meetings regardless of campus, direct the activities of the other officers, and oversee matters concerning membership, publications, and ALA or NYLA sponsored projects and activities. Co-Presidents shall coordinate and administer special programs. The Co-Presidents shall coordinate scheduling for Officers meetings, maintain and update the Student Chapter website, and publicize activities and events on the Student Chapter website and DLIS group. Co-Presidents shall craft and distribute communications advertising all programming for the Student Chapter through the appropriate channels.

2. The Treasurer/Secretary shall be responsible for financial matters pertaining to the organization, including fund-raising and petitions to pertinent university organizations, and shall present a financial report at the beginning and end of her/his term of office. The Treasurer/Secretary shall be responsible for maintaining a record of meetings and events, correspondence files, and records in good order to be passed on to the next Board.

3. Officer(s)-at-Large report to the Co-Presidents and will be assigned appropriate tasks dependent on Student Chapter activities.

4. On an assigned rotating basis, officers shall be responsible for recording minutes of all meetings and submitting this record to the Treasurer/Secretary.

VI. Faculty Advisor(s):

A. The Faculty Advisor(s) shall be recommended by the Chair of the Division of Library and Information Science and approved by the members of the Student Chapter each election.

B. The Faculty Advisor(s) shall be an active partner with the Student Chapter membership in fulfilling the purposes set forth in Article II. Purposes and Aims.

VII. Executive Board:

The Executive board shall consist of the Officers and the Faculty Advisor(s) as Member Ex-Officio.

VIII. Elections and Terms of Office:

A. Elections for the offices of Co-Presidents, Treasurer/Secretary, and Officer(s)-at-Large shall be coordinated by the outgoing Co-Presidents or the Advisor and shall take place at the end of the calendar year.

B. Current members are eligible to run for office. Members should contact the Co-Presidents to announce their candidacy. Members may also nominate other members by contacting the chapter Co-Presidents. Nominated members have the option to decline this nomination.

C. Terms of office for all officers shall be for one calendar year, with no restrictions on the number of incumbencies.

D. Current members are eligible to vote in elections. Voting will take place by secret ballot. Electronic ballots will be counted by the Faculty Advisor.

E. Vacancies on the Board will be filled under the direction of the Faculty Advisor with a vote of the Executive Board.

IX. [Student Ambassadors to the ALA and NYLA Annual Conferences:](#)

A. The Student Ambassadors to the ALA Annual Conference and the NYLA Annual Conference shall be members of the Student Chapter at St. John's University, and Officers will have preference.

B. The Student Ambassadors shall be selected by a blind drawing from names of interested Officers.

C. The Faculty Advisor shall conduct the drawing.

X. Committees:

Committees shall be appointed as necessary by the Executive Board.

XI. Amendments:

Proposed amendments to this Constitution may be introduced by any member at any meeting and shall be decided by a majority vote of all members by secret ballot a week following the proposal of the amendment.

XII. Ratification:

Ratification of this Constitution shall be in accordance with the rules set forth for amendment to this document.