

**Constitution of the  
American Library Association Student Chapter  
at the University of Maryland, College of Information Studies**

**Drafted: March 17, 2007**

**ARTICLE I: Official Name**

The official name of this organization shall be the American Library Association Student Chapter at the University of Maryland, College of Information Studies.

**ARTICLE II: Purpose**

The purpose and aims of this organization are:

1. To facilitate and encourage participation in the American Library Association.
2. To increase awareness and use of the resources of the American Library Association, including publications, promotional material, scholarships, and conferences.
3. To provide the members of this organization with official representation to the American Library Association
4. To provide a local forum that allows members to exchange ideas and discuss issues affecting the professional librarianship.
5. To promote involvement in professional activities beyond the classroom.
6. To encourage professional contacts within the field of librarianship.

**ARTICLE III: Membership Requirements**

1. Current enrollment as a student in the College of Information Studies program at the University of Maryland.
2. Current membership in the American Library Association.

#### **ARTICLE IV: Activities**

1. This chapter shall hold periodic general meetings when necessary but no less than two general meetings in any given semester.
2. This chapter shall hold a membership meeting at the beginning of each academic semester.
3. Activities and programs sponsored by this chapter shall be open to all individuals regardless of membership, unless otherwise noted at the time of appointment.
4. This chapter's officers reserve the right to hold closed session meetings when necessary.

#### **ARTICLE V: Officers and the Executive Board**

1. The Officers of this organization shall consist of a President, Vice-President, Secretary, Treasurer, Webmaster, and Publicity Officer.
2. The Executive Board shall consist of the Officers and the Faculty Advisor(s) as Member(s) Ex-Officio.
3. The officer descriptions are as follows:
  - a. The President shall head the Executive Board and oversee all functions of the organization. The President shall be responsible for presiding over all meetings and serving as the official ALA representative liaison, as needed.
  - b. The Vice President shall be responsible for assisting the President and the Executive Board and be required to assume the duties and responsibilities of the President in their absence.

- c. The Secretary shall be responsible for recording and maintaining all meeting minutes. The Secretary is also responsible for maintaining the records and contact information of active members.
  - d. The Treasurer shall be responsible for all financial matters of this organization, presenting a financial report at each general meeting and a more detailed yearly report at the end of each semester.
  - e. The Webmaster shall be in charge of maintaining this organization and general web presence. The webmaster shall coordinate all web related activities, including but not limited to the website and blog of this organization.
  - f. The Publicity Officer shall be responsible for marketing and publicizing activities of this organization.
- 4. The Faculty Advisor(s) shall be approved by a majority vote of the active members in the organization.
  - 5. The Faculty Advisor(s) must be a member of the faculty at the College of Information Studies and be a current member of the American Library Association.

## **ARTICLE VI: Elections and Terms of Office**

- 1. Elections
  - a. All members of the organization are entitled to vote for the officers of this organization.

- b. Elections shall take place by paper or electronic ballots at the beginning of each academic year and will be overseen by the faculty advisor(s) or through the formation of an election committee.

## 2. Terms of Office

- a. Terms for all officers shall be for one academic year.
- b. Elected officials are permitted but not encouraged to run consecutive terms in the same office.
- c. Vacancies that occur during the normal term of the office shall be filled by an interim officer selected through appointment by a majority vote of the remaining members of the Executive Board.
- d. Appointed interim officers shall only serve in such capacity until the next general meeting, at which time a special election will be held to fill the vacancy.
- e. Any officer can be removed from office by a two-thirds majority vote of no confidence of all active members.

## **ARTICLE VII: Committees**

When deemed necessary, the Executive board can create standing or ad hoc committees using participating members.

## **ARTICLE VIII: Parliamentary Procedures**

All questions of parliamentary Procedure shall be decided in accordance with the forms laid down in the most current edition of Robert's Rules of Order.

### **ARTICLE IX: Voting Procedures**

Each member of the organization is entitled to one vote when issues are voted upon.

Unless otherwise specified, all matters that are voted on by the Executive Board and by the general membership shall be determined by a simple majority of the votes cast.

### **ARTICLE X: Amendments**

Proposed amendments to this Constitution may be introduced by any member at any meeting or by petition to the President. Ratification shall be determined by a majority of those present at the next meeting of the organization.

### **ARTICLE XI: Ratification**

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