Leadership/Elections

The Constitution of the Ballroom Dance Association, University of Wisconsin-Madison

D. Quorum and Action: A majority of the voting delegates (51% or more) of the Executive Council shall constitute a quorum. However, any action of the EC shall require an assenting vote by a majority (51% or more) of the voting members of the EC, regardless of how many of these members are present at the vote.

E. Reporting: Any member of the Association shall have access to the minutes of any EC meeting.

F. Selection and Term: Any member of the Association is eligible for nomination to office. Nonstudents may be considered for candidacy to the EC only for positions where there is no student presenting him or herself as a candidate. A non-student may not serve as President of the Association. Members of the EC shall be elected at the end of the Fall and Spring semesters. The exact date of the elections will be determined by the EC. Each elected officer will serve for the following semester plus the preceding break. Specifically, officers elected in the Fall will take office the day after the Fall semester ends and will serve until the last day of the Spring semester. Officers elected in the Spring will take office the day after the Spring semester ends and will serve until the last day of the Fall semester. In the event a newly elected officer is not available to serve during the break, the outgoing officer in that position may remain in power until a later date to be determined by the newly elected officer. In no event shall the outgoing officer remain in office past the first day of classes of the following semester. If during the Spring elections it is determined that neither the newly elected officer nor the outgoing officer are able to serve for the summer, an officer will be appointed to serve in that position for the summer. The exact dates of service will be determined by the newly elected EC. If an office is not filled at an election, the remainder of the EC may appoint someone to that position who will serve in a non-voting capacity. New EC members who have been duly elected will be expected to inactively observe all meetings and functions pertinent to their respective offices until they take office.

G. Election Procedures: Elections shall be held at a General Election Meeting (GEM) consisting of not less than twenty percent (20%) of all voting (i.e. student) members. During the GEM, nominations and seconds may be accepted from any general member eligible to vote in the GEM. A nominee must receive a majority of the votes of the attending voting members to be elected to office. If no nominee receives a majority, the two nominees receiving the most votes will participate in a run-off election. All members eligible to vote in the GEM must be notified (if reasonably possible) of the GEM at least one (1) week prior to the date on which the GEM is to take place.
Aspiring Nurses Association Constitution

Article III. Membership and Eligibility Criteria

Section A: Membership is open to any enrolled UW-Madison student who:
1. Is interested in pursuing a degree in nursing.
2. Pays dues by the membership deadline (typically the 3rd meeting of the semester but will be established by the executive board).
3. Earns four points a semester by attending three meetings (one meeting point) and completes three activity points (minimum of two direct and maximum of one indirect) OR earns three activity points via the 15-hour contract.

Section B: Dues and collection procedures:
1. The fiscal year of the organization shall be from August 2011 to May 2012.
2. The amount of annual dues shall be determined each year by the President in consultation with the Executive Board and the oversight of the Advisor.
3. Dues shall not exceed $20 per year.

Article VI. Officers

Section A: President:
1. The President shall be the chief executive officer.
2. The President, with approval of the executive board, directs the budget.
3. The President shall be the parliamentarian for the organization.
4. Vacancies in offices will be filled by appointment of the President with approval of the general membership.
5. The President and Vice President will serve as Trot 4 Tots Executive Board Members in collaboration with the HOSA Campus Relations Board.
6. The President shall keep the Advisor informed of organization happenings.

Section B: Vice President:
1. The Vice President must have two year membership eligibility.
2. The Vice President shall assume the duties of the president should the office become vacant, or in the absence of the President.
3. The Vice President will assume the title and responsibility of president the following year.
4. The Vice President and President will serve as Trot 4 Tots Executive Board Members in collaboration with the HOSA Campus Relations Board.
5. Other duties of the Vice President are to assist the President in running the organization and to learn and prepare for the succession to president.

Section C: Secretary:
1. The Secretary shall be responsible for keeping the minutes of all meetings and the meetings of the executive board.
2. The Secretary will provide a copy of the minutes for each member and officer and will keep a master file.
3. The Secretary shall maintain a complete and accurate account of attendance and membership status and inform the UW School of Nursing of membership status at the end of each semester.
Section D: Treasurer:
1. The Treasurer shall keep a current record of all financial transactions and will be the primary name on the Aspiring Nurses Association UW Credit Union account.
2. The Treasurer shall develop quarterly reports containing a list of all receipts and disbursements and readily distribute to members upon request.
3. The Treasurer will be responsible for checking the accuracy of all bills and invoices and paying them correctly and on time.
4. The Treasurer will collect all members’ dues and give a record to the secretary in a timely manner.

Section E: Public Relations Chair:
1. The Public Relations Chair shall be responsible for updating the ANA website, facebook page, and twitter account according to the Social Networking Policies.
2. The Public Relations Chair shall revise/write print materials about the organization to be distributed at events to promote/inform the community about the Aspiring Nurses Association and associated events.
3. The Public Relations Chair will head the Public Relations Committee and select its members.

Section F: Community Service Co-Chairs:
1. The Community Service Co-Chairs shall organize one-time volunteer opportunities for the members, at least five a semester.
2. The Community Service Co-Chairs shall help members get involved in long-term service projects and be a resource for members who want to get involved in volunteering.
3. The Community Service Co-Chairs shall keep a record of members that attend volunteer events and give this record to the Secretary in a timely manner.
4. The Community Service Co-Chairs will head the Community Service Committee and select its members.

Section G: Fundraising Co-Chairs:
1. The Fundraising Co-Chairs shall organize any fundraising events including but not limited to benefit nights at restaurants and t-shirt sales.
2. The Fundraising Co-Chairs shall keep a record of members that attend fundraising events and give this record to the Secretary in a timely manner.
3. The Fundraising Co-Chairs will head the Fundraising Committee and select its members.

Section H: Advisor:
1. The Advisor shall assist the group in their execution of roles and responsibilities.
2. The Advisor shall provide feedback to the organization regarding its operation and functioning.
3. The Advisor shall serve as a resource.
4. The Advisor should provide advice upon request and also should share knowledge, expertise, and experience with the group.
5. The Advisor will be a nonvoting member of the organization.
6. The Advisor shall regularly meet with the President (and Vice President if necessary).