

CONSTITUTION for SAMLE

Article I

Name

The name of this organization shall be the Student Association of Middle Level Educators.

Article II

Purposes

The purposes of the Association are:

- Section 1.** To promote fellowship among persons interested in the education of young adolescents.
- Section 2.** To promote the Middle Level Major at the University of Northern Iowa.
- Section 3.** To provide access to outside sources concerned with young adolescents through speakers, local administration, practical opportunities, and state and national affiliation.
- Section 4.** To provide information concerning young adolescents to those interested.

Article III

Membership

Membership will be open to all University of Northern Iowa students interested in the education of young adolescents.

Article IV

Officers

- Section 1.** The officers of the organization shall include President, Vice-President, Secretary, and Treasurer. Their duties are outlined in the bylaws.
- Section 2.** All officers should be members in the organization and shall be at least a second semester sophomore at the beginning of their term.
- Section 3.** All terms will be one year in duration.
- Section 4.** In the event of a vacancy in an office, the duties of that office will be divided among the other officers until an election can be held to fill the vacancy.

Article V
Executive Board

- Section 1.** The Executive Board shall consist of four elected officers and any currently appointed chairpersons.
- Section 2.** The Executive Board will meet on specific occasions as determined by the president or the advisor.

Article VI
Meetings

- Section 1.** The date, time, and location of the meetings shall be set by the Executive Board. The membership shall be notified, in writing, concerning the meeting 1 to 2 weeks before the meeting date.
- Section 2.** The proceedings of the meeting, including the agenda will be informal as determined by the Executive Board.
- Section 3.** Special meetings of the membership may be called at the discretion of the Executive Board.

Article VII
Amendments

- Section 1.** An amendment may be proposed orally or in writing by a member of the association to the Executive Board.
- Section 2.** The proposed amendment, if recommended by the Executive Board, will be debated for no more than 2 meetings before a final vote is taken.
- Section 3.** A majority vote of those present is required for passage of a proposal.
- Section 4.** Amendments shall be effective immediately upon passage.

Article VIII
Dissolution

- Section 1.** Provisions should be made for the payment of all liabilities of the association and the remaining assets should be distributed among associations deemed acceptable by a majority vote of the membership present at the dissolution meeting.
- Section 2.** A dissolution of the association will become final upon a majority decision of the membership present at the dissolution meeting.

BYLAWS for SAMLE

Article I **Duties of the Officers**

Section 1. The President shall:

- A. Preside at all meetings of the association.
- B. Appoint Chairpersons for ad hoc committees deemed necessary to carry on the business of the association.
- C. Be responsible for the association's representation at any request function.

Section 2. The Vice-President shall:

- A. Assist the President at all meetings.
- B. Serve in the President's absence.
- C. Keep a list of all members of the association.
- D. Be in charge of the election proceedings.
- E. Be responsible for the correspondence of the association.

Section 3. The Secretary shall:

- A. Keep a record of all official proceedings of the association.
- B. Keep a record of the membership of the association.
- C. Give notice to membership of all meetings.
- D. Be responsible for writing and sending the meeting reminders, minutes of meetings, information to membership and others specified by the Executive Board.

Section 4. The Treasurer shall:

- A. Be in charge of all funds of the association.
- B. Keep accurate records of all transactions.
- C. Collect membership dues.
- D. Receive and pay all bills approved by the membership.
- E. Report conditions of the treasury up to date at each meeting.
- F. Assist in the preparation of a budget for presentation to, and consideration by, the Executive Board.

Article II **Duties of the Executive Board**

Section 1. The Executive Board shall:

- A. Be responsible for guiding the organization toward the fulfillment of its purposes.
- B. Meet on call of the President.
- C. Advise on the appointment of committees.
- D. Have power to transact all routine business in the interim of organization meetings.
- E. Be responsible for appointing delegates from membership to represent the organization whenever deemed necessary.

Article III
Election Procedures

- Section 1.** Nominations for regularly elected officers shall be presented at the meeting 2 months prior to the last meeting of the school year.
- Section 2.** Officers shall be elected by a ballot and shall hold office for one school year.
- Section 3.** Officers are open to any member classified at least as a second semester sophomore.
- Section 4.** A simple majority vote is required for the election to office.

Article IV
Delegates

Delegates shall be appointed by the Executive Board to represent the organization whenever deemed necessary.

Article V
Committees

- Section 1.** Ad hoc committees shall be established and shall function as considered necessary for the welfare and work of the association.
- Section 2.** Chairpersons of committees shall be appointed by the President.
- Section 3.** Committee membership will be formed on a volunteer basis.

Article VI
Membership

- Section 1.** The membership is from September 1 through September 1.
- Section 2.** Membership is granted to anyone who pays membership dues and will last for the duration of the membership year.
- Section 3.** A member is entitled to voting privileges and active participation in official business.

Article VII
Finances

- Section 1.** The annual dues for each member shall be determined by the Executive Board.

Section 2. Upon failure to pay dues for the year following the expiration of their current membership, their name shall automatically be dropped from the roll and they shall forfeit all rights and privileges.