

Article 1: NAME

- Bachelor of Science Nursing Club

Article 2: PURPOSE

- To educate and collaborate with the community on health awareness and provide extra curricular experience to Nursing Students while improving education.

Article 3: MEMBERSHIP

- Maintain a GPA of 3.0 or higher. Must attend all meetings unless the Executive Board accepts prior excuse. Must maintain a 10% attendance for fundraisers, special events... etc. Two unexcused meetings or not meeting the set percentage of participation required by all club members can result in dismissal from the club. Must be a student of Clarion University and be interested in the Health Care Field. Interested members are to be reviewed by the Executive board prior to acceptance into the club. Malpractice insurance may need to be paid in full each academic year.

Article 4: DUTIES AND ELECTIONS OF THE OFFICERS

**Section 1:**

- The President will be responsible for leading all meetings and overseeing all activity by the club. They will be in charge of calling Special Meetings and will report to the club advisor all complications and/or progress that may arise within the club.

- The vice president takes over the Presidents duties when the President is not present or is unable to meet the requirements of their office. They are responsible for ensuring that all qualifications of members are met and that members positively represent the club.

- The Secretary must record all meetings, take attendance, contact all members when needed, and inform members of upcoming events. All new members will report to this officer.

- The Treasure must track, record, and deposit all money to club account. Anything financial will be reported to this officer. Keeps records of all fundraising done by the club.

**Section 2:**

- Elections of new officers will be held during the first meeting of the spring semester of each academic year. New officers should take office the following semester or at the most convenient date after the election. Officers will be elected by majority vote and those who are absent must have prearranged means of communication. The advisor will supervise all voting. All candidates must be at least a second year nursing student.

**Section 3:**

- All written ballots will be counted by the advisor to prevent discrepancy.

## Article 5: COMMITTEES

### **Section 1:**

- Committees will be created on an as needed basis as decided by executive officers to distribute responsibilities to chairman of each committee.
- Each Committee will have a chairman who is elected in the spring semester along with executive officers. (Committee chairman are subject to change each election or due to role violation.)

### **Section 2:**

- Each club member will be required to sign up for a committee, if a student does not sign up for a committee, then executive officers may appoint a club member to a committee.
- Club members have the right to join more than one committee, but cannot be the chairman for more than one committee.

## Article 6: ROLE OF CAMPUS ADVISOR

### **Section 1:**

- Advisor will be elected by majority vote. They will also count ballots, oversee elections, and resolve any undisputed issues that the President cannot handle.

### **Section 2:**

- The Advisor will only oversee issues, assist when needed, supervise events, and ensure equality and congruency among the group.

## Article 7: MEETINGS

### **Section 1:**

- There will be a minimum of four meetings each semester.

### **Section 2:**

- The minimum number of members that must attend each meeting are four.

### **Section 3:**

- All four officers must be present for any motion to be approved. There must be the majority of club members also at a voting and majority rule motion.

### **Section 4:**

- Introduction, attendance, summary of minutes of last meeting, summary of what will be discussed, any questions or comments, ideas from committees will be presented, time of voting, attendance, and adjourn the meeting.

### **Section 5:**

- Special Meetings will be called by the President and require no voting or opinion from other members. The secretary will be required to inform members of this special meeting via email at least 24-hours in advance. The Secretary or President must receive confirmation from the majority of the members at least 24 hours before the meeting for the meeting to occur. Special Meetings may also be held by

just the four officers for smaller issues. These meetings must be preapproved and monitored by the club Advisor. These meetings may also not require all four officers if approved by the club Advisor.

Article 8: FINANCES AND FUNDING

**Section 1:**

- There will be a possible fee for Malpractice Insurance due to certain fundraisers. [Subject to Change]

**Section 2:**

- If necessary, a limited amount of funds may be requested.

**Section 3:**

- In the case of insufficient funds, the club may request additional funds from Clarion University to conduct certain events.

Article 9: AMENDING, SUSPENDING, AND ACCEPTING

**Section 1:**

- If the club shall run into any complications due to the Bylaws, a meeting may be held and suggestions of how to improve the Bylaws will be heard. Another meeting will be held in order to vote on the final revision. This decision will be decided by majority vote and then approved by the club advisor.

**Section 2**

- All changes to the Bylaws must be approved by the Student Senate, the Vice President of Student Affairs, and the President of Clarion University.

Article 10: RATIFICATION

- These Bylaws, and its amendments, shall become effective upon ratification by the members of the Bachelor of Science Nursing Club and following the approval of the Student Senate of Clarion University of Pennsylvania, the Vice President for student & University affairs, and the President of Clarion University.

Committees: All committees will require a chairman who will report to the Executive Board.

Media

Recruitment

Fundraising

Community