

NATIONAL STUDENT SPEECH, LANGUAGE, AND HEARING  
ASSOCIATION,

UNIVERSITY OF CENTRAL FLORIDA CHAPTER

CONSTITUTION

August 1, 2001

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Article I – Name

The name of this organization shall be **National Student Speech, Language, Hearing Association, University of Central Florida Chapter**. Hereinafter it may also be abbreviated as **NSSLHA of UCF** or **UCF NSSLHA**.

Article II – Purposes

The purpose of the National Student Speech, Language, and Hearing Association, University of Central Florida is:

1. To encourage professional interest among university students in the study of human communicative disorders.
2. To provide resources regarding professional information, and
3. To provide a vehicle for student representation in matters of professional concern.
4. To encourage members to provide community awareness of communicative disorders.

Article III - Status

As a recognized local chapter of NSSLHA, the University of Central Florida Chapter shall serve as an official organ of NSSLHA in matters appropriately handled at the local level and in matters prescribed in the Bylaws of the National Organization. Any number of the members of this chapter shall be members of the National Organization. All officers are required to be members of the National Organization.

Article IV – Membership

Part I Full Membership

Section 1. Eligibility

Membership is limited to all students who have paid fees and are enrolled with the University of Central Florida. No discrimination shall be made on the basis of gender, race, age, creed, religion, disability, sexual preference, national origin, marital status, parental status or veteran's status. No hazing or discrimination will be used as a condition of membership in this organization.

Any student, graduate or undergraduate, not yet eligible for membership in the American Speech-Language-Hearing Association interested in the study of

normal and disordered human communication behavior, shall be eligible for membership in the National Student Speech, Language, and Hearing Association, University of Central Florida Chapter.

## Section 2. Privileges

A member of the local chapter shall be eligible to vote, to hold office, and to serve on committees.

Active voting membership is limited to all students who have paid fees and are enrolled with the University of Central Florida. Faculty, staff, UCF Alumni, student spouses, and members of the Research Park may be affiliate members but may not vote or hold office. Persons not affiliated with UCF as mentioned above may not be members. The organization may chose whether or not to have affiliate members but at no time shall the UCF student membership fall below seventy-five percent.

## Section 3. Dues

Annual dues for members shall be determined by the membership.

## Section 4. Termination of membership

Membership in the local Chapter of NSSLHA shall be terminated automatically if a member becomes eligible for membership in the American Speech-Language-Hearing Association or loses student status.

# Part II Honorary Membership

## Section 1. Definition

Any person, except a regularly enrolled student, who, because of deep professional interest in and an outstanding contribution to the local chapter of NSSLHA shall be eligible to be elected an Honorary member.

## Section 2. Selection

Individuals shall be nominated by any member of the local chapter. Nominations shall be submitted to the Honors Committee for consideration. The nomination shall be confirmed by a poll of the membership. Chapter advisors are automatically awarded Honorary membership.

## Article V – Patrons

The Chapter may invite persons to be Patrons of the Chapter who have given their support in the advancement of the Chapter by their participation in the monthly meetings.

## Article VI – Personnel

### Section 1. Student Members

Those students who meet the eligibility requirements set forth in Article IV, Section 1 of this Constitution may be Chapter members.

### Section 2. Chapter Advisor

This chapter shall have at least one advisor who shall be a resident member of the faculty. The advisor shall be a member of the American Speech-Language-Hearing Association.

### Section 3. Chapter Co-Advisor

The Chapter Executive Council may designate a Chapter Co-Advisor subject to the approval of the Chapter Advisor.

### Section 4. Honorary Members

Refer to Article IV, Part II, Section 1.

## Article VII – Chapter Executive Council

### Section 1. Power

The Chapter Executive Council shall supervise and coordinate all activities undertaken by the Chapter, shall establish policies, and shall exercise all powers except those assigned to the membership. The Chapter Executive Council shall meet prior to the monthly business meeting at a time designated by the Council. A majority of members of the Council shall constitute a quorum.

### Section 2. Composition

The Chapter Executive Council shall consist of the Chapter officers and its advisors.

### Section 3. Chapter Officers

Chapter officers shall be a President, Vice-President of Internal Affairs, Vice-President of External Affairs, Secretary, and Treasurer. They shall be selected

from the general membership as indicated in Constitution Article IV, Part I, Sections 1 and 2.

The current minimum requirements to have a leadership position are: 1. During fall and spring semesters, be currently enrolled as a student activity fee-paying half-time student (currently defined as at least six (6) credit hours as an undergraduate degree-seeking student or a post baccalaureate student, or at least three (3) credit hours in a graduate degree-seeking program). During summer session, be currently enrolled for at least three (3) credit hours in at least one of the terms. 2. Have a minimum overall grade point average of 2.5 for all hours earned while enrolled at UCF. 3. Maintain satisfactory academic progress as defined in the current *Undergraduate Catalog* and the current *Graduate Catalog* of UCF, as appropriate. 4. Be in good academic and disciplinary standing, defined as not being on academic or disciplinary probation. 5. Be free of holds on university records.

#### A. Duties

##### 1. President

The President shall be the coordinating head and shall supervise the activities of the chapter. The President will call and preside over all meetings of the Chapter Executive Council and Chapter meetings. The President shall appoint all committees, shall serve as an ex-officio member of all committees and shall designate special duties not provided for in the Constitution. The President shall also oversee the preparations for the monthly meetings. The President, along with other officers and fellow members, shall decide on event and projects or any other issues involving the organization. The President shall communicate all requirements of the members to the members. The President, Treasurer, and Advisor shall be the signers of all the organization's financial and account activities.

##### 2. Vice President of Internal Affairs

The Vice President of Internal Affairs shall be vested with the powers of the President in the event of his/her absence or inability to execute his/her duties. The Vice President of Internal Affairs shall carry out other duties assigned to him/her by the President. The duties of the Vice President of Internal Affairs shall include overseeing the preparations for any events held by UCF NSSLHA.

##### 3. Vice President of External Affairs

The Vice President of External Affairs shall oversee all fundraising

Activities, including the organization and facilitation of these activities. It is the Vice President of External Affairs's duty to delegate jobs and supervise the operations related to fundraising. The Vice President of External Affairs shall solicit community support and be the community's main contact. As well as promote community awareness.

#### 4. Secretary

The Secretary shall handle all liaison between the National Office and chapters including reports and correspondence. The Secretary shall act as Parliamentarian at the monthly meetings. The Secretary shall maintain updated files of the Club's affairs, and accurate records of each meeting. The Secretary shall handle all correspondence in congruence with other officers and fellow members.

#### 5. Treasurer

The Treasurer shall be custodian of the funds of the Chapter and shall be responsible for all monies received and spent by the local Chapter, which is to include dues and organizational expenditures.

### B. Terms of office

The Chapter officers shall be elected for a period of one year.

### C. Election

The Chapter officers shall be elected by a majority vote of the membership. A nominating committee consisting of the Executive Council and the Advisor shall determine the qualifications of candidates for office. The Executive Council shall receive each nominee's acceptance of the nomination before presenting the slate to the membership for action. Additional nominations may be made from the floor subject to the nominee's acceptance.

The nomination of the offices of Vice President of Internal Affairs and Treasurer shall occur at a meeting held within the second month of the Fall semester. The nomination of the offices of President, Vice President of External Affairs, and Secretary shall occur at a meeting held within the second month of the Spring semester. Once the nominee has accepted the nomination that nominee becomes a candidate. Candidates will be given a chance to address the membership in order to discuss his/her desires, qualifications, and reasons for seeking the particular office or any other relevant

information pertaining to the specific office(s). All officers shall be elected by ballot during an Election Day and shall take office at the close of the current semester. All voting pertaining to officer selection will be conducted via secret ballot. Once voting has ended all votes will be cast and the new office holders will be announced at the next meeting and in the following newsletter. Officers will not be allowed to hold two positions. Absentee and Proxy votes will be prohibited.

#### D. Removal of Officers

An officer(s) may be removed from office upon 2/3 vote of the voting members. The officer(s) will be notified in writing of the possible termination or removal at least 72 hours prior to the vote and will be allowed to address the Organization in order to relate to members any relevant defenses prior to the voting for removal.

Officers no longer wishing to serve on the board must submit their resignation to the offices three (3) weeks in advance. Within those three weeks he/she shall prepare proper and up to date documents of current projects in his/her care, and brief his/her replacement on their status.

#### E. Vacancies

In the event of a vacancy, the vacancy shall be filled immediately by majority vote during the next scheduled meeting. If a scheduled meeting is not due to take within 7 days then a special meeting shall be called to address the office vacancy. The new officer(s) shall be elected by majority vote adhering to the same procedures outlined in Article IV. The term of the replacement officers shall be the remainder of the current term.

### Article VIII – Committees

Committees shall be formed as seen fit by the Executive Council, and shall be overseen by the appropriate officer.

### Article IX – Finances

The budget and its concomitant policies and procedures will be determined during the first month of the Fall term. The President and Treasurer will finalize budgets and submit for final approval and release of funds as authorized by the Student Government Association (SGA) when appropriate. Outgoing Treasurer will pass all information to incoming Treasurer. Each Treasurer will do their best to ensure that the following Treasurer is starting with a fund value of \$2,000.

## Article X – Publications

All publications of the organization must comply with the Golden Rule “Advertising and Signs”.

## Article XI – Meetings

The quorum requirement to conduct business is 50% of the organization membership. The President may call special meetings if necessary. Members must be notified of a special meeting at least 48 hours in advance and shall be notified verbally, in writing, via e-mail, or telephone. Any one of these forms of notification will suffice. The President shall preside over all meetings.

## Article XII – Orders

Robert’s Revised Rules of Order shall constitute the parliamentary authority in all matters not covered by the national and local Constitution or Bylaws.

## Article XIII – Amendments

### Section 1. Suggested Amendments

Suggestions for amendments or revisions of this Constitution shall be presented to the Chapter Executive Council by any member or advisor at least one month prior to the next scheduled business meeting. The proposal must include a full explanation and/or rationale within the proposal.

### Section 2. Action on Proposed Amendments

All amendments shall be presented to the general membership for action. A majority vote of two-thirds of those present at the business meeting at which the amendment is announced shall be required for adoption.