

APPENDIX A

MODEL BYLAWS FOR ASIST STUDENT CHAPTERS

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ARTICLE I Name

The name of this organization is the _____
Student Chapter of the American Society for Information Science and Technology (ASIST).

ARTICLE II - Purpose

The purpose of the Student Chapter is to provide an organization through which student members within the _____ community may participate in and carry forward the programs and purposes of ASIST. The Student Chapter shall promote the interests of the Society and its programs, including every reasonable effort to involve students of information science who are located within its community.

ARTICLE III - Membership

Section 1. All student members of ASIST whose academic affiliations are within the community established by these Bylaws shall automatically be members of the Student Chapter.

Section 2. In addition to Student Members, the Student Chapter must include one Regular Member of ASIST who shall serve as Advisor, but who shall not hold a vote in the Student Chapter.

Section 3. All members of the Student Chapter shall receive Student Chapter publications and official notice of Student Chapter meetings.

Section 4. Only Student Members may vote on any question submitted to the Student Chapter at a meeting (or by mail/email) and only they may serve as officers.

Section 5. A Student Chapter Member whose membership in ASIST has been terminated shall no longer be a Student Chapter Member. Upon reinstatement to ASIST membership, such terminated Member shall immediately regain full privileges of membership in the Student Chapter. The Executive Director of ASIST shall inform the Chapter Advisor or other appropriate officer when any member is not in good standing in ASIST, or when such member has been reinstated.

ARTICLE IV - Officers

Section 1. The Officers of a Student Chapter shall include a presiding Officer to be known as the Student Chapter Chair, a ()Vice-chair/()Chair-elect, and a ()Secretary-Treasurer/()Secretary/() Treasurer, and a webmaster. Chapter Officers shall serve for an Administrative Year of _____ to _____. The Student Chapter Officers shall constitute the Executive Committee.

Section 2. The Student Chapter Chair shall see that an annual financial report of the Student Chapter, as part of the annual report, is filed with the Headquarters within thirty days of the close of the ASIST fiscal year (September 30).

Section 3. The Student Chapter Chair shall preside over all meetings of the Executive Committee. The Chair shall appoint the Chairs and Officers of all committees, subject to the provisions of these Bylaws, and subject also to the consent of the Executive Committee.

Section 4. The ()Vice-Chair /()Chair-Elect shall actively assist the Chair, shall preside at Executive Committee or Student Chapter meetings in the absence of the Chair, and shall automatically succeed to the Office of Chair upon completion of the Chair's term, or upon the death or resignation of the Chair.

Section 5. The ()Secretary-Treasurer/()Secretary/()Treasurer shall carry out the customary functions of these offices and shall execute the decisions and policies of the Executive Committee.

Section 6. The ()webmaster shall carry out the functions of designing, creating and implementing a Student Chapter website.

Section 7. The Officers of the Student Chapter must be Student Members. They shall be elected by a majority of members present and voting at a Student Meeting or by mail/email ballot. The report and recommendations of the Nominating Committee shall be distributed to all voting members of the Student Chapter with a ballot or with a notice of the Student Chapter meeting at which a vote is taken. Additional nominations may be submitted in writing or via email or made from the floor.

Section 8. In the event of the death or resignation of an elected Student Chapter Officer other than the Chair, the Executive Committee shall appoint a member to serve until the next election.

ARTICLE V - Dues and Finances

Section 1. All Student Chapter dues and assessments shall be set by two-thirds of the members present and voting at an annual meeting or voting by mail/email ballot, becoming effective the next succeeding January 1. Student Chapter dues may be assessed against any ASIST member who is a Student Chapter Member, but non-payment of such dues shall not deny such member the privileges of Student Chapter membership,

() except that the Student Chapter shall withhold the privilege of voting for non-payment of such dues.

() except that the Student Chapter shall withhold the privilege of voting and holding office for non-payment of such dues.

() except that the Student Chapter shall withhold the privilege of holding office for non-payment of such dues.

Section 2. The Student Chapter may collect monies from persons and institutions who are not members of the Society to place them on a mailing list for meeting notices and other mailings, but such persons and institutions shall have no vote in Student Chapter meetings or in mail/email balloting.

ARTICLE VI - Committees

Section 1. The Executive Committee of the Student Chapter shall consist of the Chapter Officers. The Executive Committee shall conduct and manage the affairs of the Student Chapter, subject to these Bylaws, and shall possess all powers necessary or incidental to that purpose, including the right to appropriate and expend Student Chapter funds.

Section 2. The standing committees of Student Chapters shall include a () Nominating Committee/() a Nominating Committee and such other standing committees as the Executive Committee or membership shall determine/() such standing committees as the Executive Committee or the membership may determine.

Section 3. The Nominating Committee shall consist of a Chair and two Student Chapter members, designated by the Student Chapter Chair. This Committee shall present a list of nominees to the members of the Chapter, as provided in Article IV, Section 6. The Nominating Committee, at its discretion, may present more than one candidate for any one office.

ARTICLE VII - Dissolution

The Student Chapter retains its charter at the discretion of the ASIST Board of Directors. In the event of dissolution of the Student Chapter, the assets of the Student Chapter shall, after satisfaction of all just liabilities and obligations thereof, be paid into the general treasury of ASIST.

ARTICLE VIII - Amendment

These Bylaws may be amended by an affirmative vote of two-thirds of the members of the Student Chapter voting on the proposed amendment. Such amendment may be proposed by petition of a minimum of ten percent of the Student Chapter members filed with the Chair, or by proposal of the Executive Committee of the Student Chapter or the ASIST Board of Directors. Such amendment shall be voted upon by mail/email ballot within 60 days after receipt by the Chair. The Student Chapter (

)Secretary-Treasurer/()Secretary, shall prepare and distribute via mail/email a copy of the proposed amendment together with an invitation to vote via mail/email ballot to each voting member of the Student Chapter setting forth a date not less than 20 nor more than 30 days from the date of the mailing of the ballot, by which date all ballots which are returned are counted. No amendment to these Bylaws may take effect unless and until it has been certified by the ASIST Board of Directors as being in harmony with the Charter, Constitution, and Bylaws of ASIST. If so certified, the amendment shall be effective as of the date of the next regularly scheduled meeting of the Student Chapter.