ARTICLE I. NAME

The name of this organization shall be Florida International University (FIU) / College of Nursing & Health Sciences (CNHS) / Student Nurses' Association, (SNA) a constituent of the Florida Student Nurses' Association (FSNA) and the National Student Nurses' Association (NSNA); herein after referred to as the FIU-SNA.

ARTICLE II. PURPOSE AND FUNCTIONS

Section 1: The purposes of the FIU SNA:

- To assume responsibilities for contributing to nursing education in order to provide for the highest quality health care.
- To provide programs representative of fundamental and current professional interest and concerns.
- To aid in the development of the whole person, his/her professional role, and his/her responsibility for the health care of people in all walks of life.

Section 2: The functions of the FIU-SNA shall include the following:

- To govern and preside over individual class officers and student related activities of the school of nursing.
- To provide an active organization on a local and state level and to participate as an active constituent of the NSNA and FNSA.
- To prepare for participation as a professional person.
- To influence health care, nursing education and practice through appropriate legislative activities.
- To promote and encourage participation in community affairs and activities towards improved health care and the resolution of related social issues.
- To represent nursing students to the consumer, to institutions, and other organizations.
- To promote and encourage recruitment efforts, participation in student activities, and educational opportunities regardless of lifestyle, race, color, creed, handicap, sex, national origin, age, or economic status.
- To promote and encourage collaborative relationship with nursing and related health organizations.
- To provide student representation at the NFO meetings.

ARTICLE III. MEMBERSHIP AND DUES

Section 1: Membership in this organization will be open to those persons’ meeting the following criteria:

- Active members shall be those students enrolled in FIU programs leading to a baccalaureate degree in nursing.
- Associate members shall be those pre-nursing students preparing for entrance in the FIU/ CNHS / Nursing Program. Associate members shall have all the privileges of

REVISED November-2004
membership except the right to hold office of president and Vice-President at the local, state and national level.

Section 2: Active and associate membership may be extended six months beyond completion of a student's program in nursing except the right to hold office of President, Vice-President, Secretary and Treasurer of FIU-SNA.

Section 3: Dues

- The dues year shall be a period of twelve consecutive months with FIU SNA dues on a per semester basis.
- Payment of NSNA, FSNA, and FIUSNA dues are a prerequisite for membership in FIUSNA.
- NSNA dues shall be thirty dollars/member- FNSA dues shall be ten dollars/member. FIU SNA (Local District) dues shall be five dollars/member/semester.
- NSNA and FSNA dues shall be payable directly to NSNA. NSNA shall remit to each state constituent the dues received on behalf of the constituent. Local (FIUSNA) dues shall not be remitted to NSNA.
- Any member who fails to pay current dues shall forfeit all privileges of membership.

ARTICLE IV. OFFICERS: THEIR QUALIFICATIONS AND DUTIES

Section 1: The officers of FIU-SNA shall be the President, first Vice-president, second Vice-president, Secretary, Treasurer, Historian, and Liaison. These officers and the faculty advisor comprise the Executive Board.

Section 2: Officers shall deliver to their successors all records, papers, or property of the organization within two (2) weeks of termination.

Section 3: All candidates shall be familiar with the current Bylaws of the organization.

Section 4: Eligibility

- Only active members who shall be able to remain throughout two semesters of a full term in office (consisting of a total of two semesters) shall be eligible for the office of President, Secretary, and Treasurer.

Section 5: Absences

- Officers who miss more than two regularly scheduled meetings of any term year without prior notification of a valid excuse to the Executive Board may be removed from office by a plurality vote of the current membership present at the next scheduled meeting. The officer will be notified in advance of the meeting.
- Officers may also be removed from office by a plurality vote of the members of the Executive Board present at a meeting called for that purpose if that officer is deemed negligent in the functions of that office as stated in these Bylaws. The officer will be notified two weeks in advance of the special meeting called to review the circumstances.

REVISED November-2004
Section 6: The President shall:

- Preside at all meetings of the association and of the Executive Board.
- Appoint special committees with the approval of the Executive Board.
- Serve as an ex-officio member of all committees except the Committee on Nominations.
- Represent FIU/CNHS/SNA in all matters relating to the local, state and national nurses' associations.
- Perform all other duties pertaining to this office.

Section 7: The Vice-President shall:

- Assume the duties of the president in the absence or disability of the president.
- In the event of a vacancy occurring in the office of President, the first Vice-President shall assume the duties of the president and the second Vice-president shall assume the duties of the first Vice-president. Should the first Vice-President decline assuming the duties of President, the second Vice-president shall then assume the duties of the President. Should the second Vice-president decline assuming responsibility of the President, then elections for the office of President is to be held at the next scheduled meeting of FIU/CNHS/SNA and the first and second Vice-President will remain in office.
- Be responsible for review and recommendations for change in Bylaws.
- Perform all duties as assigned by the president.

Section 8: The Secretary shall:

- Record and place on permanent file the minutes of all meetings of this organization including the Executive Board.
- Keep on file as a permanent record all reports, papers and documents submitted to the secretary.
- Refer to duly appointed committees the Necessary records for the proper performance of their duties.
- Forward minutes to the FSNA as well as names and addresses of all officers of FIU-SNA.

Section 9: The Treasurer shall:

- Act as custodian of the organization funds, deposit these funds in a bank approved by the Executive Board.
- Make monetary disbursement as authorized by the Executive Board.
- Keep accurate entries of acquisitions and disbursements of the organization transactions.
- Prepare a report of the transactions of the Treasurer's office to be submitted at the monthly meetings.
- Keep a permanent record of all dues paid together with a register of all members in good standing.
- Submit a financial report to membership at the annual meeting.

Section 10: The Executive Board Shall:

REVISED November-2004
• Transact business of this association between meetings and report such transactions at the next meeting of the association.
• Authorize all sub committee functions.
• The term of office shall be one year. A member may be reappointed or elected for a second term.
• Each standing committee shall present a report at the monthly business meetings and an annual report at the Annual Meeting.
• Each Committee prepares policies, for Executive Committee approval, regarding its area of responsibility.

Section 11: The Historian Shall:

• Keep pictorial documentation of all events endorsed, sponsored, and supported by the school of nursing.
• Promote communication between individual class representatives.
• Be the chairperson of the yearbook committee.
• Be responsible for the coordination of distribution, editing, layouts, printing, and securing all yearbook issues.
• Maintain a historical archive of all school of nursing related activities.

Section 12: The Liaison Shall

• Maintain open lines of communication between FIUSNA, the school of nursing, and the community.
• Promote activity and foster change of ideas between FIUSNA and Region 6.
• Maintain an organizational force within the region.

Section 13: All general meetings of this association shall be open to any student nurse, to advisors, and to special guests of the association.

ARTICLE VII. VOTING POWER AND DELEGATES

Section 1: The voting body at all meetings of this association shall consist of members of good standing who are in attendance.

Section 2: Delegates

• Florida International University / College of Health and Urban Affairs/ Student Nurses’ Association shall be entitled to representation at the annual convention (State or National) or special meetings. Eligibility will be determined by state and national guidelines.
• Delegates are nominated by eligible current members at a regularly scheduled meeting. The nominee receiving the majority of votes cast will be awarded the position.
• Delegate appointments shall be for one (1) year.
ARTICLE VI. FISCAL YEAR
The fiscal year of this association shall be from September one (1) to the last day of August.

ARTICLE VII. STANDING COMMITTEES (OPTIONAL)

Section 1: The standing committees shall be composed of members of the association and shall assume such duties as are assigned by the president and specified in these Bylaws.

Section 2: The standing committees shall report to the Executive Board at such times as requested by the Executive Board.

Section 3: These shall be the following standing committees which shall consist of at least two members each.

- Committee on Political Action
- Committee on Membership / Recruitment
- Committee on Fund-Raising
- Committee on Newsletter
- Committee on Public Relations
- Committee on Education

ARTICLE VIII. PARLIAMENTARY AUTHORITY
All meetings of this association shall be conducted according to parliamentary law as set forth in Roberts Rules of Order Newly Revised where the rules apply and are not in conflict with these bylaws.

ARTICLE IX. AMENDMENTS

Section 1: These Bylaws may be amended at the scheduled annual meeting of this association by a 50% + 1 vote of the members present entitled to vote and voting.

Section 2: All proposed amendments shall be prepared by the E-Board and submitted to the Executive Board for review one week prior to the scheduled annual meeting.

Section 3: An amendment to these Bylaws shall become effective immediately upon its approval at the scheduled meeting unless the amendment specifies a time for its going into effect.

---###---

REVISED November-2004