

**Constitution of the Association of Student Social Workers\*  
Social Work Program Mississippi State University**

**PREAMBLE**

We, the members of this Association of Student Social Workers, in order to create a form of self-government, to promote a widespread interest in social work, and to govern ourselves justly and in the best interest of all, do ordain and establish this constitution.

**ARTICLE I. NAME**

The name of this organization shall be the Association of Student Social Workers of Mississippi State University.

**ARTICLE II. PURPOSES**

- (1) To promote interest in and to keep members current on Social Work trends and education.
- (2) To encourage involvement in community service programs, both individually and in groups.
- (3) To activate a social action role in which one becomes aware of and responsible for needed social changes.
- (4) To channel information regarding scholarships, fellowships, and employment in social work fields.

**ARTICLE III. MEMBERSHIP**

Membership in this organization shall consist of all students at Mississippi State University who show a definite interest in Social Work.

\* Revised Spring, 1991

**ARTICLE IV. MEETINGS AND DUES**

Section 1. There shall be a regular monthly meeting held at the time and place designated by the Executive Council and Faculty Advisor. The date of the first meeting of the year shall be determined by active, i.e., dues-paying, ASSW membership the last meeting of the current year. The Executive Council and Faculty Advisor shall have a regular monthly planning meeting to be held prior to the regular Association meeting.

Section 2. In order to be an active member of the Association of Student Social Workers a person must pay club dues, which will be set at the first meeting of each year. Dues shall be paid on or before

the second called meeting of each semester. If dues are not paid, a person is entitled to attend Association meetings, but is not allowed to cast a vote.

## **ARTICLE V. PROCEDURE**

- Section 1. Election procedures as provided in ARTICLE VII, Section 1 and 2.
- Section 2. All regular business shall be passed by majority vote of the members present.
- Section 3. Robert's Rules of Order shall govern the meetings of the Association on all deliberations not covered by the Constitution.

## **ARTICLE VI. EXECUTIVE POWERS**

- Section 1. All executive powers of the ASSW shall be vested in the Executive Council. The President, Vice-President, Secretary, Treasurer, and Parliamentarian shall compose the Executive Council. Their duties shall be such as spelled out in the Constitution with no member serving the same office for more than two (2) semesters.
- Section 2. President-Duties and Powers  
The President shall:
- (a) Preside over all meetings of the Association of Student Social Workers.
  - (b) Act as a representative of the Association in inter-group meetings.
  - (c) Appoint such special committees and chairpersons, as he or she deems wise and proper for conducting the general work of the Association.
- Section 3. Vice-President, Secretary, Treasurer, and Parliamentarian  
The Vice-President shall:
- (a) Discharge the duties of the President in the absence of that officer.
  - (b) Serve as Chairperson of the Program Committee.
  - (c) Act as ex-officio member on all committees.
- The Secretary shall:
- (a) Keep minutes of all ASSW meetings.
  - (b) Maintain an accurate roll of all members and check the roll at each Association meeting.
  - (c) Handle all correspondence, including all form letters.

The Treasurer shall:

- (a) Keep accurate accounts of Association finances.
- (b) Be prepared to give a financial statement to the Association when requested at any meeting.

The Parliamentarian shall:

- (a) Be versed and familiar with Robert's Rules of Order parliamentary procedure.
- (b) Give his interpretation of the Constitution and any parliamentary procedure as is necessary in any Association meeting.

## **ARTICLE VII. ELECTIONS, VACANCIES, AND STANDING COMMITTEES**

### Section 1. Elections

A new ASSW President shall be elected at the last meeting of each school year. A Faculty Advisor, who shall be the Parliamentarian, shall be appointed by the Program Director. Other Executive Council members shall be elected at the first regularly scheduled meeting of the new school year, as set in ARTICLE IV, Section 1. Any Association member shall make nominations from the floor. Each active, i.e., dues-paying, member shall cast one vote with all votes being made by secret ballot except in the case of a vote of acclamation. The ballots shall be counted by the Faculty Advisor and two members elected at the previous meeting. Results will be announced by the Advisor.

### Section 2. Vacancies

Should the office of any member of the Executive Council, with the exception being the office of president, be vacated, the President shall appoint a temporary officer until a special election at the next Association meeting. When the office of President is vacated, the Vice-President will automatically become president and will appoint a temporary vice-president to serve until the next regular association meeting when a special election will be held to fill the office of vice-president.

### Section 3. Standing Committees

There shall be a minimum of three (3) members on each committee, one of which will be Chairperson. Volunteers will be used to fill these positions, with the President using appointive powers to complete committee membership requirements. These positions will be filled within the first three meetings of the year. The standing committees and their duties shall be as follows:

- (a) Program Committee--to plan programs and arrange for guest speakers. The Vice-President shall serve as Chairperson.
- (b) Fund-Raising Committee--to plan and coordinate projects involving the raising of money for the Association.
- (c) Scholarship, Fellowship, and Employment Committee--to obtain information and acquaint members with availability of scholarships, fellowships, and employment in social work and to promote social work graduate education.
- (d) Membership Committee--to plan recruitment programs and to encourage Association membership attendance.
- (e) Social Action Committee--to plan and coordinate projects concerning social action.
- (f) Community Service Committee--to plan and coordinate community service projects.
- (g) Public Relations--to promote the Association through the media resources.

#### **ARTICLE VIII. CHANGE OF CONSTITUTION**

Articles in addition to, and amendment of, the constitution of the Association of Student Social Workers shall be proposed by active members only, ratified by 2/3 vote of active members present at scheduled meeting one month from date of proposed change, and submitted to Student Association. All active members will be notified of proposed change and date of vote for ratification during the month between proposal and vote.

