

BYLAWS
Arizona Student Special Interest Group
Arizona Chapter- American Physical Therapy Association

ARTICLE I: NAME

The name of this organization is the Arizona Student Special Interest Group, hereinafter referred to as The AZSSIG; shall be a special interest group of the Arizona Chapter of the American Physical Therapy Association hereinafter referred to as the Chapter and the Association respectively.

ARTICLE II: PURPOSE

The Arizona Physical Therapy Association Student Special Interest Group (AZSSIG) exists to enhance the educational experience of all Arizona Physical Therapist and Physical Therapist Assistant Students and facilitate PT/PTA student contribution to and collaboration with the AZPTA. This is accomplished through social networking as well as community and professional involvement.

ARTICLE III: OBJECTIVES

Section A. Cooperate with:

1. Identifying and responding to issues and areas of concern related to AZSSIG members.
2. Assisting the Chapter and Association in furthering the profession of Physical Therapy in Arizona.
3. The Physical Therapist Assistant Special Interest Group.

Section B. To promote:

1. The exchange of information between AZSSIG members concerning issues confronting the profession of physical therapy.
2. Professional involvement and membership in the AZSSIG, Chapter, and Association.
3. Preparation of AZSSIG members for future participation and leadership roles within the APTA.
4. The provisions of the Chapter and Association bylaws, policies, and other enactments.
5. The profession of Physical Therapy through community outreach.
6. Activities that promote interschool relations within the AZSSIG and Chapter.
7. Representation of the interests of SSIG members before the official decision-making bodies of the Chapter, Association, and other components.

ARTICLE IV: MEMBERSHIP

Section A. Qualifications

Membership in the AZSSIG shall be open to any person enrolled in an accredited or candidate for accreditation Physical Therapist or Physical Therapist Assistant program in the state of Arizona. Voting members shall be an Association member and in good standing with the AZSSIG, Chapter, and Association.

Section B. Rights of Members

All student Physical Therapist and Physical Therapist Assistant members have the right to attend meetings and activities, speak, and debate. Voting members have the additional right to make and second motions, vote, and hold office.

ARTICLE V: MEETINGS

Section A. Business Meetings

1. A minimum of two regular business meetings shall be held during the calendar year. The annual meeting, including elections, shall be held at the Student Conclave.
2. Notice of meetings shall be sent at least 30 days prior to the meeting date to all student members; any questions or concerns a member wishes to bring before the Executive Board shall be sent in writing at least 15 days prior to the meeting date.

3. A quorum shall comprise of at least 10 voting members, including at least two members of the Executive Board.

Section B. Special Meetings

1. The Executive Board or 10 voting members may call a special meeting at any time and place as deemed necessary with a minimum of 7 days notice, with invitations going to all members.

Section C. Meeting Minutes

1. One Executive Board member shall take minutes at each meeting of the AZSSIG. Copies of these minutes shall be provided to all members and the Chapter.

ARTICLE VI: EXECUTIVE BOARD

Section A. Composition

1. At least two Co-Chairpersons from two separate accredited or candidate for accreditation Physical Therapist or Physical Therapist Assistant programs.
2. At most two Co-Chairpersons and one Representative from each Physical Therapist and Physical Therapist Assistant accredited or candidate for accreditation programs.

Section B. Qualifications

1. Must be an AZSSIG member and in good standing with the Chapter and Association.

Section C. Terms of Office

1. Each officer shall be elected by majority vote at the Student Conclave.
2. Each officer shall serve the term of one year or until the yearly election.
3. Members shall hold the same office for no more than two complete consecutive terms.
4. Candidate must be a voting member of the AZSSIG at the time of the election.
5. Vacancies shall be filled by Executive Board appointment from among voting members to serve until the next election.

Section D. Duties

Co-chairperson shall:

1. Prepare agenda for all meetings and provide to all the Executive Board members.
2. Preside over business and Executive Board meetings.
3. Serve as official spokesperson for the AZSSIG.
4. Foster the development and growth of the AZSSIG.
5. Act as liaisons between the AZSSIG, Chapter, and Association.

Representative shall:

1. Review agenda for all meetings and provide additions and feedback.
2. Act as liaison to school of representation.
3. Notify AZSSIG members of all meetings and activities.
4. Assist the Co-chairpersons in performing all duties.

Executive Board members shall:

1. Be responsible for all business and finance matters of the AZSSIG and report to the Chapter.
2. Act as representative to all Physical Therapist and Physical Therapist Assistant programs.
3. Review and revise AZSSIG policies as needed.
4. Carry out the mandates and policies of AZSSIG.
5. Past Board members can serve as advisors to current respective positions.

ARTICLE VII: FINANCE

Section A. Fiscal Year

1. The fiscal year shall be from January 1 to December 31.

Section B. Dues

1. The annual membership shall be free for all members, unless the AZSSIG is unable to maintain finances sufficient to be self-supporting or the AZSSIG chooses to amend these bylaws to establish dues.

Section C. Budget

1. An annual budget shall be developed and approved by the Executive Board consistent with Chapter guidelines.
2. Budget shall be provided to any member upon request.

Section D. Annual Report

1. A financial report for the preceding year shall be submitted to the Chapter by the date specified by the Chapter.
2. A running financial report shall be provided to the Chapter by request.

ARTICLE VIII: COMMITTEES

Section A. Committees

1. Can be formed by the members as approved by the Executive Board.

Section B. Student Assembly Core Ambassador

1. Committee shall consist of Core Ambassador.
2. Committee may consist of the Core Ambassador and the Executive Board Representatives.
3. Executive Board Representatives shall function as a conduit of communication between Core Ambassador and Physical Therapist and Physical Therapist Assistant schools.

ARTICLE IX: ELECTIONS

Section A. Nominations

1. Nominations shall be submitted in writing by time and date of Student Conclave agenda.
2. Officers shall assume their duties immediately following the Student Conclave.

Section B. Conduct of Election

1. All elections shall be held at the Town Hall Meeting at the time of the Student Conclave.

Section C. Voting

1. Candidates shall be elected by a majority vote of voting members.
2. Each voting member shall be entitled to one vote.
3. In the event of a tie, election shall be determined by reballoting considering only those candidates who have tied votes.

Section D. Results

1. Results of the election shall be announced and posted upon completion of tallying votes.
2. Election results shall be disseminated within 30 days of the election via email and posted on the student web page.

ARTICLE X: DISSOLUTION

1. Group may dissolve, subject to a recommendation to dissolve, supported by no fewer than 2/3 of member voting in a referendum on the question to dissolve.

ARTICLE XI: BYLAWS

The members may amend these bylaws with majority vote and a quorum being present at any meeting of the AZSSIG. A copy of proposed amendments must be sent electronically to all members of the AZSSIG at least 21 days prior to the meeting.