



BYLAWS OF THE STUDENT ASSEMBLY

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STUDENT ASSEMBLY
a component of the
TENNESSEE PHYSICAL THERAPY ASSOCIATION**

Adapted from APTA Student Assembly's BYLAWS 11/10/2012

ARTICLE I: NAME

The Student Assembly of the Tennessee Physical Therapy Association, hereinafter referred to as the

Tenn-Assembly (TA), shall be an assembly of the Tennessee Physical Therapy Association, hereinafter referred to as the TPTA.

ARTICLE II: PURPOSE

The purpose of the Tenn-Assembly shall be to provide a means by which Student Physical Therapists and

Student Physical Therapist Assistant members of the TPTA, having a common interest because of

their category of membership, may meet, confer, and promote the interests of their membership categories

and the Tenn-Assembly.

ARTICLE III: OBJECTIVES

The objectives of the Assembly shall be to:

- A. Identify and respond to areas of concern related to Tenn-Assembly members.
- B. Promote the role of Student Physical Therapists and Student Physical Therapist Assistants in physical therapy.
- C. Promote membership and encourage the participation of Tenn-Assembly members in the TPTA and the Assembly.
- D. Assist the TPTA in the furtherance of the Association's Object and Functions.
- E. Provide such services as will further the Tenn-Assembly's purpose.

ARTICLE IV: MEMBERSHIP

Section 1: Categories and Qualifications of Members

The Chapter membership categories and qualifications for Student Physical Therapist, Student Physical Therapist Assistant shall be the same as those of the TPTA.

Section 2: Rights and Privileges of Members

The rights and privileges of the Tenn-Assembly's members shall be identical to those established in the TPTA's bylaws.

Section 3: Application for and Admission to Membership

All Student Physical Therapist and Student Physical Therapist Assistant members of the TPTA shall be assigned to membership in the Tenn-Assembly.

Section 4: Good Standing

An individual member is in good standing within the meaning of these bylaws if the member is in good

standing in the TPTA.

Section 5: Disciplinary Action

Any member of the Tenn-Assembly who is suspended by the TPTA shall have his/her membership

privileges suspended in the Tenn-Assembly. Any member of the Tenn-Assembly who is expelled from membership in the TPTA shall be expelled from membership.

Section 6: Reinstatement

Any former member of the Tenn-Assembly who is in good standing in the TPTA and who meets the

qualifications for membership in the Tenn-Assembly may be reinstated to membership in the assembly by

payment of the required Association dues.

ARTICLE V: REGIONAL AND SPECIAL INTEREST GROUPS

The Tenn-Assembly does not have regional special interest groups. The Tenn-Assembly assists with activities in

chapters that establish student special interest groups for Student Physical Therapists and Student

Physical Therapist Assistants.

ARTICLE VI: MEETINGS

Section 1: Annual Meeting

The Tenn-Assembly shall hold an annual **Spring** meeting of the Tenn-Assembly membership for the conduct of business,

with attendance limited to Tenn-Assembly members and invited guests approved by the Tenn-Assembly officers,

provided at least sixty (30) days notice is given to all members. A quorum shall consist of one hundred

(50) members, including at least two officers.

Section 2: Special Meetings

Special meetings may be called by a 2/3 vote of the Board of Directors and shall be called in response to

written request from fifty (50) members, provided that thirty (30) days notice is given to all

members. Attendance is limited to Tenn-Assembly members and invited guests approved by the Tenn-Assembly

officers. Quorum shall consist of one hundred (50) members, including at least two officers.

ARTICLE VII: ASSEMBLY BOARD OF DIRECTORS

Section 1: Composition

The Board of Directors shall consist of the officers who shall be the President, Vice President, Secretary,

and Treasurer, as well as the Director, and Assembly Delegates to the House of Delegates.

Section 2: Qualifications

1. Only Student Physical Therapist and Student Physical Therapist Assistant members of the

TPTA can serve, and they are eligible to serve if they have:

a. Been a member of the Student Assembly in good standing for at least 3 months prior to his/her

appointment or election and maintain student status at their respective academic program for at

least 6 months of his/her term.

b. Consented to serve.

c. Submitted all of the following by the posted deadline: Nomination Form, Consent to Serve Form,

and Candidate Statement.

Section 3: Assembly Officers

11/10/2012

A. President

The President shall be responsible for preparing agendas for all Tenn-Assembly and Board of Directors

meetings. The President shall preside at all Tenn-Assembly and Board of Directors meetings. The

President may attend all nominating committee meetings as a non-voting member. The President

shall report annually to the Tenn-Assembly membership, at Board of Directors meetings, and is

responsible for the Assembly's annual report to the Association.

B. Vice President

The Vice President shall assume the duties of the President at the request of the President or in

the absence or incapacitation of the President. The Vice President shall assume responsibility

over public relations issues for the Student Assembly. The Vice President shall also serve as the

Board of Director's Technology Liaison, whose responsibilities include, coordinating with the

association staff the monitoring and maintaining of all electronic and on-line communication

mediums.

C. Secretary

The Secretary shall oversee the election process and shall be responsible for keeping the minutes

of all Tenn-Assembly and Board of Directors meetings. The Secretary shall notify Tenn-Assembly members

of the date, time and place of Assembly meetings. The Secretary shall be responsible for maintaining the Tenn-Assembly's archives and correspondence and making Assembly minutes and

bylaws available to the Assembly membership.

D. Treasurer

The Treasurer shall be responsible for reporting in writing on the financial status of the Tenn-Assembly

to the membership and to the Board of Directors on request.

E. Director

The Director manages communication between the Board of Directors and the Student Assembly.

The Director is responsible for producing the monthly Student Assembly newsletter along with

the student guides to the TPTA conferences. The Director is a voting member of the Board of Directors.

Section 4: Terms and Vacancies

A. Members of the Board of Directors shall assume office at the close of the Annual Student Meeting.

B. The term of office of each member of the Board of Directors shall be one year or until the election of their successor.

C. No member of the Board of Directors shall serve consecutive terms in the same office.

D. The President shall not be eligible to run for any position on the Board of Directors or Nominating Committee.

E. In the event that a position on the Board of Directors becomes vacant, the vacancy shall be filled

in the manner prescribed by the Board of Directors with the exception of the office of President.

Section 5: Duties

The Board of Directors shall, in addition to the duties otherwise imposed by these bylaws and Tenn-Assembly

policies:

A. Carry out the mandates and policies of the Tenn-Assembly as determined by the membership. The

Board of Directors may make and enforce such policy on behalf of the Tenn-Assembly as is not

inconsistent with the mandates and policies determined by the membership.

B. Direct all business and financial affairs for and on behalf of the Tenn-Assembly.

C. Foster the growth and development of the Tenn-Assembly.

D. Direct and determine the priority of all activities and expenditures in fulfillment of the Tenn-Assembly's Purpose and Objectives.

E. Fill vacancies on appointed groups, except as otherwise provided in these bylaws and in the Tenn-Assembly policies.

F. Be responsible for creation, appointment, purposes, and activities of such appointed groups as it

deems necessary.

G. Provide for the development and maintenance of a Board of Directors Governance Manual.

H. Review and revise Tenn-Assembly policies for consistency of intent and language with such new

policies as may be adopted.

Section 6: Conduct of Business

A. The Board of Directors shall meet no less than once a year.

B. Four members shall constitute a quorum.

C. The President may call a special meeting of the Board of Directors and shall call a special meeting on the written request of two Board members.

D. Written notice of all meetings shall be sent to all members of the Board of Directors not later than

ten (10) days before the date fixed for the meeting.

E. When a decision is needed between meetings of the Board of Directors, voting may be conducted

by mail, fax, voice, or electronic communication with a return vote required from all members.

ARTICLE VIII: COMMITTEES

Section 1: Nominating Committee

11/10/2012

A. The Nominating Committee, consisting of a Committee Member, Committee Chair-elect, and a

Committee Chair, will be elected by plurality vote of the Tenn-Assembly members.

B. The Chair shall fulfill a two-year term with the first year served as Chair-elect. The second year

will be served as Nominating Committee Chair and will begin when the current Chair's term has

expired, following the Annual Student Meeting. The Nominating Committee Chair shall have:

(1) Been an Tenn-Assembly member in good standing for at least one month immediately preceding their election,

(2) Maintain student status at their respective academic program for 6 months following their election as chair-elect.

C. The Committee Member shall serve a one-year term. The Committee Member shall have:

(1) Been Assembly members in good standing for at least one months immediately preceding their election and maintain student status at their respective academic program for six months of his/her term.

(2) Consented to serve.

D. No member of the Nominating Committee may run for any position on the Student Assembly

board or serve consecutive terms on the committee.

E. Vacancies on this Committee shall be filled by appointment by the Nominating Committee until

the next Annual meeting when elections shall be held.

F. The Committee shall:

(1) Prepare a slate of at least three candidates, if possible, for each position on the Assembly

Board of Directors and Nominating Committee from those consenting to serve. This slate of candidates shall be published and distributed to the members as soon as available, but no later than sixty (60) days before the annual meeting.

a. If, in any year, the Nominating Committee does not slate at least two candidates for

each Student Assembly Board of Directors position or at least six four candidates for the Nominating Committee positions by the designated deadline, the Nominating Committee shall solicit additional nominations by sending a list of open positions to the student network, Student Special Interest Group Presidents, and by posting the list on Student Assembly electronic communication mediums. Any nominated student must then return both the completed Consent to Serve Form and the Candidate Statement Form to the Nominating Committee no later than 60 days prior to the election. The Nominating Committee shall then vote on all nominated candidates. If slated, nominated candidates would be offered all the rights and privileges of other candidates. All nominated candidates will be notified at least thirty (30) days prior to Student Assembly elections.

(2) Foster activities that maintain and promote a pool of nominees.

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ARTICLE IX: DELEGATES TO ASSOCIATION HOUSE OF DELEGATES

Section 1: Qualifications

Only Tenn-Assembly members who have been members in good standing for at least three months immediately

preceding their election, who will maintain student status at their respective Tenn-Assembly members at the time of the House of Delegates in which they will serve, may serve as the Assembly's delegates.

Section 2: Election and Term

The Tenn-Assembly shall elect a Student Physical Therapist and a Student Physical Therapist Assistant

delegate to the TPTA's House of Delegates by a plurality vote of the membership. The length of

term is one year. Tenn-Assembly delegates shall assume his/her position at the close of the Annual Meeting.

No delegate shall serve consecutive terms in the same position.

Section 3: Duties of Delegates

A. To attend the annual and special meetings of the House of Delegates of the TPTA.

B. To present to the House of Delegates such matters as are ordered by the Board of Directors and/or

voting body.

C. Serve as voting members of the Board of Directors.

Section 4: Submitting Names of Delegates

The Tenn-Assembly shall notify Association Headquarters of the name of the Tenn-Assembly Delegate(s), as required by the TPTA and the Standing Rules of the House of Delegates.

ARTICLE X: ELECTIONS

Section 1: Voting

Officers, Delegates, and Nominating Committee members shall be elected by a plurality vote. The

President, Vice President, Secretary, Treasurer, Director, Tenn-Assembly Delegates, Nominating Committee

Member, and Nominating Committee Chair-elect shall be elected annually. The results of the elections

will be disseminated shortly after the meeting.

Section 2: Floor Nominations

Nominations for all positions shall not be taken during the business meeting (from the floor) at the

Annual Student Meeting.

ARTICLE XI: FINANCE

Section I: Fiscal Year

The fiscal year of the Tenn-Assembly shall be the same as that of the Tennessee Physical Therapy Association.

Section 2: Limitation of Expenditures

No officer, employee, or committee shall expend any money not provided for in the budget as adopted or

spend any money in excess of the budget allotment except by order of the TPTA's Executive

Committee. The Board of Directors shall not commit the Tenn-Assembly to any financial obligation in excess

of its current fiscal resources.

Section 3: Dues

A. There shall be no Tenn-Assembly dues.

B. Membership shall be for the period specified in the TPTA's bylaws.

Section 4: Financial Reports

The Tenn-Assembly shall submit its annual financial statements, tax returns, and audit report to the TPTA

when and as directed by the TPTA Headquarters.

ARTICLE XII: DISSOLUTION

The Tenn-Assembly may dissolve subject to a recommendation to dissolve supported by no less than 3/4 of the members of the Tenn-Assembly's Board of Directors and adopted by two-thirds of the Tenn-Assembly's

members.

ARTICLE XIII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the

Tenn-Assembly in all cases to which they are applicable and in which they are not inconsistent with these

bylaws, and any special rules of order adopted by the Tenn-Assembly.

ARTICLE XIV: AMENDMENTS

These bylaws may be amended by two-thirds of those present and voting at any meeting of the Tenn- Assembly,

provided that at least sixty (60) days prior to that meeting a copy of the proposed amendments have been

mailed or mailed electronically to the Tenn-Assembly members.

Amendments to the Tenn-Assembly's bylaws become effective upon approval in writing by the TPTA's

Board of Directors.

ARTICLE XV: ASSOCIATION AS HIGHER AUTHORITY In addition to these Tenn-Assembly bylaws,

the Tenn-Assembly is governed by the APTA/ TPTA bylaws and standing rules/ policies.