**CONSTITUTION OF THE ASSOCIATED STUDENT GOVERNMENT**

**UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES**

ARTICLE I. NAME:

The name of this organization shall be the Associated Student Government

(ASG) of the University of Arkansas for Medical Sciences.

ARTICLE II. PURPOSE:

The purpose of this organization shall be:

Section 1. To promote professional and social unity among associated students of the University of Arkansas for Medical Sciences Campuses.

Section 2. To stimulate an interest in, and an understanding of the educational programs of various

schools;

(a) By aiding in the orientation of new students.

(b) By supporting the educational programs of each school.

Section 3. To serve as a channel of communication;

(a) Between students of the University of Arkansas for Medical Sciences Campuses.

(b) Between students and the administration of the University of Arkansas for Medical Sciences Campuses.

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Section 4. To provide a closer bond and a more unified spirit among the students of the Medical

Sciences Campuses.

ARTICLE III. MEMBERSHIP:

Section 1. Membership shall consists of all students who are in good standing in the following

schools of the Medical Sciences Campuses.

(a) College of Medicine- ASG Secretary to be cc’ed on all correspondence

(b) College of Pharmacy- ASG Treasurer to be cc’ed on all correspondence

(c) College of Nursing- ASG President to be cc’ed on all correspondence

(d) Graduate School- ASG President to be cc’ed on all correspondence

(e) College of Health Related Professions- ASG VP to be cc’ed on all correspondence

(f) College of Public Health- ASG VP to be cc’ed on all correspondence

Section 2. The Director of Student Activities and Assistant of Student Activities shall be

associate members and serve as advisors.

Section 3. The Director of Student Activities may appoint representatives to serve in his/her

absence.

ARTICLE IV ASSOCIATED STUDENT’S COUNCIL:

Section 1. The Associated Student’s Council shall consist of representatives from each school

of the Medical Sciences Campus. Choice of representatives to the Council shall be left to

each school.

(a) College of Medicine: Each class of the College of Medicine shall have two

2 representatives to the Council. *When electing third and fourth year representatives please designate one representative for the Northwest campus and one for the Little Rock campus.*

(b) College of Pharmacy: Each class of the College of Pharmacy shall have two representatives to the Council. *When electing third and fourth year representatives please designate one representative for the Northwest campus and one for the Little Rock campus.*

(c) College of Nursing: One representative per 100 students not to exceed four representatives to the Council.

(d) Graduate School: One representative per 100 students not to exceed four representatives to the Council.

(e) College of Public Health: One representative per 100 students not to exceed four representatives to the Council.

(f) College of Health Related Professions: One representative per 100 students not to exceed four representatives to the Council.

(g) Attendance at all regular meetings for the ASG is mandatory.

(h) Excused absences are permitted upon prior notification of the ASG Secretary.

(i) More than two unexcused absences results in expulsion from the

ASG. New representatives and/or officers may be elected should this occur.

Section 2. The Officers of this Council shall be a President, Vice-President, Secretary, and Treasurer.

Section 3. The officers-elect of the Council shall be determined by an all school election.

(a) The election shall be conducted by an election committee consisting of

non-office seeking members.

(b) The place of the election will be determined by the election committee.

(c) The time of the election shall be determined by the election committee.

(d) The Student election dates must be posted throughout the University complex 17-21 days prior to the election date. Also, these posters must contain information as to where and when they may obtain pamphlets outlining each elective position’s duties and

responsibilities, procedures on how to file their intentions to run for such a position and finally how and where to file a brief resume of their qualifications for holding the office desired.

(e) A list of all qualified candidates for ASG offices must be posted 7 days prior to the election date throughout the Medical Sciences Campus complex. No other candidates will be accepted.

(f) Election results should be posted throughout the Medical Sciences Campus complex within 2 days after the election. Also, this information should be given to all official UAMS newspapers and publications, including web site.

Section 4. The duties of the President are to:

(a) Preside at all meetings of the ASG and student health insurance

(b) Officially represent the student body of UAMS

( c) Notify the Secretary concerning special policy decisions to establish the next meeting agenda

( d) Appoint any committees necessary to conduct the functions of the ASG

(e) Notify Student Activities Assistant Director of issues and concerns

(f) Submit a proposed budget plan at the beginning of term

(g) Propose activities and events for all students

(h) Participate in student orientations and registrations

(i) Assist with student events and door check-in

(j) Meet with Assistant Director to discuss meeting agenda and other ASG issues

(k) Alert the ASG Secretary to give a seven day notice, in writing, to all ASG members notifying the membership that a regular business meeting is to be called and to state the purpose of the session.

(l) Must have been on the Council at least one year.

Section 5. The duties of the Vice-President are to:

(a) Preside at meetings of the Council in the absence of the President.

(b) Report the financial status of the treasury in the absence of the Treasurer.

(c) Coordinate and direct the implementation of all ASG sponsored social events.

(d) Officially represent the student body of UAMS

(f) Coordinate ASG correspondence

(g) Coordinate and assist sign-in groups for events

(h) Propose activities and events for all students

(i) Participate in student orientations and registrations

(j) Notify Assistant Director of issues and concerns

Section 6. The duties of the Secretary are to:

(a) Give a seven day written notice, which is to include the business agenda, to all ASG members notifying the membership that a regular business meeting is to be held. In this notice the secretary is to make a special note of policy decisions significantly affecting any school of the Medical Sciences Complex as advised by the President.

(b) Record the minutes and names of those Council members attending each ASG meeting and give these minutes to the ASG membership no later than seven days following the closing of the meeting for which the minutes pertain to unless dispensed with by vote of the Council.

(c) Dispense pertinent sections of the written ASG minutes to the web site once available no later than seven days following the closing of the meeting that the minutes pertain to, unless the council determined not to release minutes from certain meetings.

(d) Conduct the correspondence of the ASG.

(e) Inform all school representatives of special meetings and dispense to them the meeting agenda. Assistant Director will forward speakers names to secretary.

(f) Notify representatives of events to announce

(g) Assist officers with distribution of flyers and notices of events

Section 7. The duties of the Treasurer are to:

(a) Keep a written account of all financial transactions of the ASG. Assistant Director will forward invoices to treasurer.

(b) Report the financial status of the treasury at each meeting, or, if absent, make the report available to the Vice-President, unless dispensed with by vote of the Council.

(c) Sign or approve all monetary transactions approved by vote of the

Council.

(d) Submit a permanent set of records to the ASG at the end of the term of

office.

(e) Order lunch for each ASG meeting one week prior to meeting.

(f) Forward all ASG announcements/events to Blackboard Coordinator for

monthly postings.

Section 8. The duties of the Representatives are to:

(a) Attend all ASG meetings each month.

(b) Report pertinent information back to their respected colleges and assigned officers (see Article Section 1).

(c) Any excused meeting must be submitted in written format to the ASG secretary prior to meeting time (maximum of two unexcused meetings: same day exams, away rotations, other officer meetings)

(d) Before the end of term representative must explain duties to incoming representative.

Section 9. Meetings are to be held as follows:

(a) Special meetings shall be scheduled on days agreed to by the Council.

(b) Special meetings of the Council may be called by the President or

upon the request of three or more members of the Council.

(c) All meetings shall be open to any student unless an executive session

is desired by a majority of the members of the Council.

Section 10. Quorums:

(a) A quorum for regular meetings shall consist of two officers, with

representation from at least three of the six schools of the Medical

Sciences Campus.

(b) A quorum for special meetings shall consist of two officers with

representation from at least three of the six schools of the Medical

Sciences Campus.

Section 11. Passage of a motion shall require affirmative votes of at least one-half of the members

of the Council present.

ARTICLE V. TREASURY:

Section 1. The following rules govern the treasury of the ASG as established by the Board of Trustees of the Medical Sciences Campus.

(a) The treasury of the ASG shall be called the Associated Student Account.

(b) Funds for the ASG shall be derived from:

(i) Budgeted and approved projects.

(ii) All other publications, projects, and programs of the ASG.

(c) The above rules are subject to change by the Board of Trustees. Section 2. Salaries for ASG officers are to be as follows. President - $1,000.00, Vice-President $800.00, Secretary - $300.00, Treasurer - $300.00, to be paid in quarterly installments with approval of the ASG. Officers who do not remain in good standing

with their school or fail to meet the job expectations or attendance requirements shall be

dismissed from their duties and will not be paid.

Section 3. The funds of the treasury shall serve to fulfill the purposes of the Associated Student

Government (Article II).

ARTICLE VI. INTRAMURAL SPORTS PROGRAM

The UAMS intramural sports program is managed and funded by the Associated Student

Government. A student Director and Assistant Director apply for the positions and are

appointed by the Associated Student Government with the approval of the Advisor. The

Director and Assistant Director are each paid $700 per semester at the successful

completion of the semester. Both positions agree not to play as a member on a

participating team in order to provide neutral direction to the program. Only if no

interested person agrees to serve will this requirement be waived. As the campus does not

own any playing field or gym, off campus locations are rented for the use of the

intramural program. All participants are required to be registered UAMS students and are

required to sign a waiver of responsibility noting that they are playing on their own accord

and thus assume all responsibility for injuries. The number of teams allowed to play any

particular sport is contingent on the total number participating and the budget for rental

time. The student intramural program is designed for the benefit of UAMS students, not

faculty or staff.