

Southern Association of Student Councils By-Laws

ARTICLE I: ELIGIBILITY

1. All schools holding office must:
 - a. Have been SASC members for two previous consecutive years.
 - b. Have had well organized councils for at least three years.
 - c. Present to the parliamentarian ten (10) days before the annual conference a written statement from their principal indicating the ability and willingness of their school to fulfill the obligations of the office.
2. The adult officers shall be members of the faculties of schools meeting the requirements in 1a and 1b.
3. Any eligibility requirement may be waived by a 2/3 majority vote of the advisors in attendance at a business session.

ARTICLE II: MEETINGS

1. The Association will hold one conference each year. Proposed dates will be approved by the Executive Committee.
2. Member schools may send two official student delegates, one faculty advisor, and one principal to the annual conference. All in excess of this number must be approved by the host school.
3. A registration fee shall be charged every person who attends the conference. The fee will be determined by the host school and the adult officers. All monies over \$100.00 remaining after all conference expenses have been paid shall be placed in the Association treasury.

ARTICLE III: ELECTION OF OFFICERS

1. Officer schools shall be elected (two votes from each member school in attendance) at the annual conference and shall in turn select students who will hold the offices in the names of their schools.
2. The three adult officers shall be elected by the adult delegates in attendance at the annual conference.
3. A simple majority vote shall be used.

ARTICLE IV: DUTIES OF THE OFFICERS

1. The duties of the president shall be:
 - a. To serve as host to the annual conference, preside at all general sessions, and make all necessary arrangements (including financial arrangements) for the annual conference.
 - b. To appoint committees and give the keynote address at the annual conference.
 - c. To submit a complete financial report of the conference to the Executive Director before the close of the school year in which the conference is held.
2. The duties of the vice president shall be
 - a. To preside in the absences of the president.
 - b. To preside during the campaigning and voting sessions.
 - c. To arrange for discussion groups and leaders.
3. The duties of the secretary shall be:
 - a. To record minutes of meetings.
 - b. To publish a conference report or journal and mail it to all member schools after the conference.
4. The duties of the parliamentarian shall be:
 - a. To see that the constitution and by-laws and correct parliamentary procedure are followed at all general sessions.
 - b. To receive proposed amendments to the constitution and by-laws and see that all member schools are sent copies of the proposed amendments at least two weeks prior to the opening date of the annual conference. Member schools for this shall be those schools which were members at the time of the previous conference.
 - c. To serve as timekeeper during the campaign assemblies or rallies during the conference.

ARTICLE IV cont.

5. The duties of the Executive Director shall be:
 - a. To assist officer schools in planning the annual conference.
 - b. To maintain, collect and disburse all funds for membership, sale of jewelry, and annual conference. To present an annual report on same at the annual conference.
 - c. To preside over all adult meetings.
 - d. To fill any vacancy in the Association with assistance from the other adult officers.
6. The duties of the Assistant Advisors shall be:
 - a. To help host schools in all possible ways in planning the annual conference.
 - b. To promote SASC activities in all states.

ARTICLE V: COMMITTEES

1. There shall be a tabulating committee appointed by the president and consisting of at least three student members, each from a different school, and with the three adult officers serving as adult advisors.
2. There shall be a budget committee appointed by the three adult officers, and composed of at least three student council advisors.
3. There shall be an auditing committee appointed by the three adult officers, and composed of at least three student council advisors.
4. There shall be a projects committee appointed by the president and consisting of five student members, each from a different school, and with the advisor from the chair school serving as adult advisor.
5. There shall be an awards committee appointed by the executive committee.
6. There shall be an executive committee composed of the three adult officers along with one student and one adult from each present officer school.

ARTICLE VI: DUTIES OF THE COMMITTEES

1. The executive committee shall:
 - a. Meet at least once during the year to attend to business of the Association and to help make plans for the next conference. Emergency meetings may be called by the Executive Director with the approval of the assistant advisors.
 - b. Have the power to make emergency and temporary decisions pertaining to any phase of the operation of the Association either at the regular planning session or at a special meeting called by the adult officers.
2. The tabulating committee shall:
 - a. Tabulate the votes in the election of officer schools.
 - b. Submit to the presiding officer a list of newly elected officers.
3. The budget committee shall:
 - a. Present during the business meeting of the adult delegates a proposed budget for adoption.
 - b. Give a report on the adopted budget at the closing session.
4. The projects committee shall:
 - a. Recommend proposed projects and review past projects.
 - b. Present a list of recommendations at the business session for approval.
5. The auditing committee shall:
 - a. Audit the financial records of the Association for the previous year.
 - b. Report its findings to the delegates at the closing session of the conference.

ARTICLE VII: FINANCES

1. Annual membership dues shall be set by the executive committee.
2. These dues shall be paid to the Executive Director prior to the annual conference.
3. the host school shall charge a registration fee for each conference delegate. The amount shall be determined by the host school and the three adult advisors.

ARTICLE VII cont.

4. Funds in the Association treasury shall be used to:
 - a. Finance the yearly report.
 - b. Carry on the expenses of the office of Executive Director.
 - c. Pay partial expenses of the three adult officers in attending the executive committee conference planning session.
 - d. Help defray the expenses of the officer schools in attending the executive committee conference planning session.
 - e. Finance the expenses of the emergency meetings if called by the adult officers.
5. Annual accounting of fund shall be published in the yearly report.
6. The officer schools shall finance their activities except those provided elsewhere in the constitution and by-laws.

ARTICLE VIII: ADULT DELEGATES

1. Advisors and other adults attending the annual conference shall meet in business session at least once during the annual conference, presided over by the Executive Director.
2. The Executive Director shall also plan sessions for advisors to discuss their problems.

ARTICLE IX: AMENDMENTS

These by-laws can be amended at any regular meeting of SASC by a two-thirds vote, provided that the amendment has been submitted in writing to the parliamentarian at least thirty (30) days in advance. Any change in the by-laws shall go into effect immediately upon approval.