

# Forensic Mental Health Association of California (FMHAC) Student Chapter Constitution

Adopted *February 30, 2009*

## Article I: Name

The name of this Chapter shall be the *College Name* Student Forensic Mental Health Association

## Article II: Purpose

The purpose of this Chapter is to develop opportunities for exploring current issues in the practice of forensic mental health in the State of California and to promote interest in the field of forensic mental health.

## Article III: Members

**Section 1.** Membership is open to all college students, faculty, and staff regardless of race, color, creed, gender, sexual orientation, physical impairment, national or ethnic origin or age.

**Section 2.** Active members are those who have paid their annual membership dues and who have not missed more than three meetings per semester.

**Section 3.** Annual membership dues shall be paid by September 30th of each year, after which a member will be dropped for nonpayment of dues.

## Article IV: Officers

**Section 1.** The officers of the Chapter shall be President, Vice President, Secretary, and Treasurer. These officers shall perform the duties prescribed by the constitution and by the parliamentary authority adopted by the Chapter

**Section 2.** Officers shall be nominated and elected at the annual meeting in April of each year. Elections shall be by secret ballot. The candidates receiving the majority of votes shall be named to their respective offices.

**Section 3.** Officers shall be elected to serve for one year or until their successors are elected, and their term of office shall begin at the close of the meeting at which they are elected.

**Section 4.** Vacancies in offices shall be filled by nomination and majority vote provided a quorum of active members is present.

**Section 5.** An officer may be removed through the following process. Upon a valid motion for removal of an officer being made by an active member at a meeting, the officer in question will be notified as soon as possible. The officer in question may speak to the Chapter membership at the next meeting prior to a formal vote on the motion for removal. Removal of an officer required a two thirds vote by secret ballot.

**Section 6.** Officer duties shall be as follows:

**President:** The President shall preside over all meetings and act as the direct liaison between the Chapter and the college, and between the Chapter and the Forensic Mental Health Association of California.

**Vice President:** The Vice President shall complete any special projects and fulfill the role of president in the absence of the president.

**Secretary:** The secretary shall maintain an up to date roll of all members and keep the minutes of all meetings.

**Treasurer:** The treasurer shall maintain and execute all monetary transactions of the Chapter.

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## Article V: Meetings

**Section 1.** The regular meetings of the Chapter shall be held *on the first Wednesday*<sup>1</sup> every other month from September to May, unless otherwise ordered by the Chapter executive board.

**Section 2.** The regular meeting in March shall be known as the annual meeting and shall be for the purpose of electing officers and committees, and for any other business that may arise.

**Section 3.** Special meetings may be called by the President or the Executive Board and shall be called upon the written request of ten members of the Chapter. The purpose of the meeting shall be stated in the notice and three days notice shall be given except in cases of emergency.

**Section 4.** One half of the active membership of the Chapter shall constitute a quorum for conducting official Chapter business.

## Article VI: Relationship

**Section 1.** The *College Name* Student Forensic Mental Health Association shall be a local group of the Forensic Mental Health Association of California

**Section 2.** The *College Name* Forensic Mental Health Association will support, through its actions and programs, the goals, purposes and values of the host College and will abide by all college policies and procedures.

## Article VII: Activities

The Chapter shall hold regular business meetings. Speakers are invited to talk on topics of interest related to Forensic Mental Health. Chapter members, individually or in groups, and with appropriate faculty involvement, will develop poster presentations appropriate for presentation at the annual meeting of the Forensic Mental Health Association of California, according to the schedules of active members. An outside panel of professors shall select one presentation for automatic inclusion in the FMHAC poster session. (All other poster presentations are invited to submit their presentation directly to the FMHAC convention planning committee.) All members are strongly encouraged to attend the annual meeting of the FMHAC.

## Article VII: Committees

**Section 1.** The Executive Board shall include the officers of the Chapter. They shall supervise affairs of the Chapter between its business meetings, make recommendations to the Chapter and perform other duties as specified in this constitution. The Executive committee shall be subject to the orders of the Chapter and none of its acts shall conflict with actions taken by the Chapter.

**Section 2.** Other committees, standing or special, shall be appointed by the President as the Chapter or the Executive Board deem necessary to carry on the work of the Chapter.

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<sup>1</sup>*In adopting the constitution each chapter shall determine the timing and frequency of meetings.*

## **Article IX: Advisor**

The advisor shall be chosen, with the approval of the appropriate College administrative committee, by majority vote of current Chapter members and shall hold a term of two years. Upon completion of each term the Chapter may choose by majority vote to give the advisor a new term or vote on a new advisor.

## **Article X: Parliamentary Authority**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with this constitution and special rules of order the Chapter may adopt.

## **Article XI: Amendments**

This constitution may be amended at any regular meeting of the Chapter by two thirds vote, provided that the amendment has been submitted in writing at the previous regular meeting.