

## **Constitution of The Student Pharmacist Recovery Network**

**Article I. Name:** The name of the organization shall be Student Pharmacist Recovery Network, hereafter referred to as SPRN.

**Article II. Statement of Purpose:**

The purpose of SPRN is:

- a) To provide resources to help fight the stigma against substance use disorders, mental health conditions, co-occurring disorders, and recovery.
- b) To focus pharmacy student activities in the College on educating others about substance use disorder, substance misuse, and harm reduction.
- c) To provide a safety net organization that can provide information and referral to help students who are experiencing issues related to substance use and mental health.
- d) To enhance interprofessional collaboration in these areas among health professional students at the university.

**Article III. Membership:**

Section 1. Membership Eligibility

Membership shall be open to UT College of Pharmacy students upon payment of dues regardless of race, color, national origin, religion, sex, sexual orientation, age, disability, or veteran status.

**Article IV. Officers:**

Section 1. President

The President shall have the following duties and responsibilities:

- a) Preside over meetings, have the power to call officer meetings, and will be responsible for all the officers' and members' actions.
- b) Oversee the organization, direct meetings, and delegate responsibilities to fellow officers.
- c) Serve as a member of the Pharmacy Council (or equivalent if available) and attend all Pharmacy Council meetings and events.
- d) Create the budget for the next school year.
- e) Have the authority to make deposits and withdrawals from the organizational account at the college or school of pharmacy.
- f) Determine what committees are needed for the school year and can add or remove them.

Section 2. Vice President

The Vice President shall have the following duties and responsibilities:

- a) Perform the duties of the President in the absence of the President.
- b) Oversee the organization and assist the President.
- c) Organize the committee chairs and uphold their duties if the committee chair(s) cannot or has (have) not been elected yet.

### Section 3. Secretarial Duties

The Secretary shall have the following responsibilities:

- a) Organize membership drives.
- b) Record and keep the minutes of all general and executive meetings.
- c) Record and keep attendance of all general and executive meetings.
- d) Notify members of upcoming activities and events.
- e) Work closely with the President and Vice President to assist in any necessary activities and will work closely with assigned committee.
- f) Perform the duties of the President in the absence of both the President and Vice President.
- g) Track member point system.

### Section 4. Treasurer's Duties

The Treasurer shall have the following duties:

- a) Work with the President to create a budget.
- b) Collect dues from every member, held accountable for managing all monetary records, receipts, reimbursements, and proof of all purchases.
- c) Work closely with fundraising committee.
- d) Order and pay for the food provided at general meetings.
- e) Make deposits and withdrawals from the organizational account.
- f) Maintain record of a current balance sheet and have it available at all meetings.
- g) Prepare an audit report of SPRN at the end of the spring semester.

### Section 5. Historian's Duties

The Historians shall have the following duties:

- a) Keep record through photographs, video, and written records of all of the organization's activities and accomplishments.
- b) Update SPRN's social media pages including Facebook and UT website.
- c) Decorate and update the Student Pharmacist Recovery Network bulletin board.

### Section 6. Provision for the Expulsion of a Leader

- a) If an officer fails to meet his/her responsibilities and the needs of the organization that person may be voted out of office by a two-thirds majority vote from the remaining officers.

- b) The President (or Vice President, in the case where the President is removed from office). will be responsible for informing the advisor who will communicate with the officer, committee chair, or leader about the dismissal.

## **Article V. Election of Officers**

### Section 1. Qualifications

- a) A candidate must be a student at the UT College of Pharmacy and an official member of SPRN.
- b) A candidate shall not be on scholastic or disciplinary probation.
- c) A candidate must be able to complete a full year term.

### Section 2. Elections

- a) All officers will be elected by a plural majority vote.

### Section 3. Term

- a) The term of office will be one (1) academic school year.

## **Article VI. Committee Chairs and other leadership positions:**

### Section 1. Pharmacy Council Representative's Duties (Elected Position)

- a) Responsible for attending all Pharmacy Council meetings.
- b) Acts as a representative for SPRN while reporting the events of the meeting to the organization.

### Section 2. Project Collaborate Representative's Duties

- a) Responsible for attending all Project Collaborate meetings.
- b) Acts as a representative of SPRN while reporting the events of the meeting to the organization.

### Section 3. Committee Chair Positions

- a) Include but are not restricted to: Fundraising, Social, Peer Outreach, and Distance Site Representative, which will be overlooked by the Committee Director
- b) The number of committee chairs is not restricted and can change to meet the needs of the organization

#### Section 4. Appointment

a) All committee chairs and other leadership positions will be appointed through an application process and will be selected by the executive committee.

#### Section 5. Provision for the Expulsion of a Leader

a) If a committee chair or other leader fails to meet his/her responsibilities and the needs of the organization that person may be voted out of office by a two-thirds majority vote off the remaining officers.

b) The President (or Vice President, in the case where the President is removed from office) will be responsible for informing the advisor who will communicate with the officer, committee chair, or leader about the dismissal.

### **Article VII. Amendments to the Constitution:**

Amendments to the constitution may be presented at any time including during or outside of the time of a meeting. The proposal for amendment must be presented to the Executive Committee. The discussion of the amendment and the voting on the amendment shall take place during the meeting following the proposal. Amendments shall be passed by a majority vote of those present. Amendments so adopted shall become effective immediately

## **Bylaws**

### **Bylaw I. Membership:**

#### Section 1. Definition

There will be only one form of members: active student members.

#### Section 2. Membership Dues

The Officers shall establish the dues annually for each academic year. Members may pay dues per semester or year. Student dues will be used for membership fees, an organization T-shirt, food before meetings, community service projects, and social activities for the organization.

#### Section 3. Rights and Responsibilities

All paid student members have the right to vote in all the SPRN elections presented at general meetings. All active members will be entitled to all benefits offered by the SPRN. All members are responsible for the success of the

#### Section 4. Expulsion of Members

Student members may be removed from the SPRN if they fall out of good standing with the College or School of Pharmacy or if they misrepresent the organization and standards set by the College or School of Pharmacy and the University.

**Bylaw II. Travel Stipends:**

Application for travel stipends will be online with short-answer format. Travel stipends will be reserved for the President and Vice President. Remaining travel stipends will be awarded based on a rubric scoring system.

**Bylaw III. Committees:**

Section 1. Application and Selection

The president will determine the existence or absence of specific committees at the beginning of the fall semester or end of the spring semester. Committee chair(s) will head each committee. Only eligible SPRN members may run for a committee chair position. Committee chairs will have submitted an application and the elected officers will select a committee chair from the applicants by a simple majority vote.

Section 2. Fundraising Committee

The Fundraising Committee shall consist of an appointed chairperson(s) and volunteer members. The committee shall be responsible for organizing all activities that raise funds for the organization.

Section 3. Social Committee

The Social Committee shall consist of an appointed chairperson(s) and volunteer members. The committee shall be responsible for organizing all social events and outings for the organization.

Section 4. Peer Outreach Committee

The Peer Outreach Committee shall consist of an appointed chairperson(s) and volunteer members. The committee shall be responsible for planning and organizing college-wide meetings and activities for National Recovery Month, Drug Facts Week, Alcohol Awareness Month, and any other events they believe are relevant to the purpose of the organization.

**Bylaw IV. Officers:**

Section 1. Vacant Offices

Vacant officer positions will be replaced by a member in good standing and voted on by members of the student chapter.

Section 2. Officer Elections

Officers are elected by the organization's members every spring semester. An officer's term will commence after the final examination period for that semester has ended. Officers will serve their terms during that summer, the fall, and spring semesters of the upcoming scholastic year.

### Section 3. Qualifications

Any member of SPRN in good standing is eligible to run for office.

## **Bylaw V. Elections:**

### Section 1. Officer Elections

Officer elections will be held during general meetings designated for elections. For each election, the President shall paper ballots to the membership.

### Section 2. Candidate Speeches

Subsequent to nomination and acceptance of the nomination, each candidate will be allowed time to briefly address the membership. Candidate speeches may take place at the same meeting just after nominations or, at the discretion of the President, may be deferred to the next General Meeting.

### Section 3. Voting Procedure

After each candidate for a particular office has addressed the membership, members will be asked to vote for the candidate of their choice by writing the candidate's name on the ballot or by using an anonymous clicker (electronic) system.

### Section 4. Ballot count and Validation

The Vice-President, one other student designated by the President, and an advisor will collect the ballots, leave the meeting room, and count the votes if the votes have been done on paper. Otherwise, if they are done electronically the President and Vice-President will validate the voting.

### Section 5. Election Times

Elections for President will take place in the beginning of the Spring Semester of each academic year. Elections of Vice President, Secretary, Treasurer, and Historian will take place at the end of the spring semester.

## **Bylaw VI. Quorum:**

### Section 1. General Meetings

A quorum at a general meeting shall be constituted by ten percent of the membership of the organization. A majority vote is necessary in order for an item of business to pass.

### Section 2. Officer Meetings

A quorum at an officer meeting shall consist of two-thirds of the Officers.

**Bylaw VII. Parliamentary Authority:** Meetings will be run according to Robert's Rules of Order.