ASPS

Student Chapter Bylaws
Chapter I. Name and Purpose

Section 1. Name:
A. The name of this student organization shall be the **New York College of Podiatric Medicine Chapter of the American Society of Podiatric Surgeons**, and shall be referred to as **NYCPM Chapter of the ASPS** hereafter.

Section 2. Purpose:
A. The NYCPM Chapter of ASPS shall promote the mission and purpose of the parent organization ASPS. ASPS will promote the advancement of podiatric surgery through education and research. ASPS will NOT be engaged in matters pertaining to legislative advocacy or politics, however, it will refer the club to the APMA on these matters.

Chapter II. Membership

Section 1. Qualifications
A. Membership of the NYCPM Chapter of the ASPS shall be open to students currently enrolled in NYCPM who are also members in good standing of the American Podiatric Medical Student Association (APMSA) and the American Society of Podiatric Surgeons.

Section 2. Dues
A. Membership of the NYCPM Chapter of the ASPS shall be free to all current students who meet the qualifications stated in Chapter II Section 1. The club may collect dues on an as needed basis.

Section 3. Privileges
A. Privileges granted by the NYCPM Chapter of the ASPS:
   i. Members of the NYCPM Chapter of ASPS are able to attend all meetings, workshops, lectures, and events except in cases where space does not allow. Members are expected to attend a preponderance of meetings and events of the chapter. Non-members may be allowed to attend certain events or lectures as determined by current officers.
   1B. Privileges granted by the National Organization of the ASPS given to Student Members:
   i. Student Members are eligible for admission to any educational session and such other services provided by ASPS based on availability. The Student is not eligible to cast votes or be elected or appointed to any office but may be appointed to a committee.

Section 4. Disqualification
A. Individuals accepted for membership in the NYCPM Chapter of the ASPS who violate these Bylaws or the rules established by ASPS place themselves in jeopardy of disqualification from the organization. Disqualification may occur as a result of:
   i. ii. iii.
   Failure to complete the requirements for renewal. Failure to conform to the APMA Code of Ethics. Failure to conform to the rules and regulations of NYCPM.
B. Disqualified individuals shall be afforded the right of appeal.
Chapter III. Officers

Section 1. Officer Positions
A. President  B. President Elect  C. Vice President  D. Treasurer  E. Secretary

Section 2. Length of Term
A. All officers will hold their positions for one year, unless their position has not been filled in which case they will remain in their respective position until a suitable candidate has been elected.

Section 3. Officer Responsibilities
A. President:
The position of President shall be filled by the previous year’s President Elect. The President shall represent the chapter and be responsible for coordinating all meetings, guest lecturers, workshops, and other events. The President will appoint class representatives and committee chairpersons (if needed), and call and conduct all elections. The President will be able to delegate responsibilities to other officers. He/she shall assist with the transition process at the end of his/her term.
B. President Elect:
The President Elect will serve in this position for one year. During this time he/she will follow the President and learn the responsibilities of the President’s role in the organization. At the end of his/her term, he/she shall take over the position of President.
C. Vice President:
This individual shall be a student who has been a member in good standing for at least one year prior to his/her appointment. He/she shall assist the President in all matters pertaining to the organization. In the President’s absence, or in the event that the position of President becomes vacant mid-term, the Vice President will assume the responsibilities of the role of President.
D. Treasurer:
This individual shall be a student who is a member in good standing. The Treasurer shall maintain a record of all current members, all incoming funds and expenditures, all organizational receipts, and present and maintain a chapter budget.
E. Secretary:
This individual shall be a student who is a member in good standing. The Secretary shall maintain records of the chapter’s events, disburse information to the members and officers, and alert the student body to upcoming events.

Chapter IV. Elections

Section 1. Timeframe for Elections
A. President:
The current President Elect will take over for the previous year’s President at the time of the induction of the newly elected officers in the fall of each year.
B. President Elect, Vice President, Treasurer, Secretary:
Elections will be held in the fall of each year. The election will be at a designated
club meeting and shall take place before the end of October each year.

**Section 2. Election Process and Voting**

A. Election Process:
   i. It shall be the responsibility of the current officers to conduct these elections.
   ii. Each candidate will be given the opportunity to express his or her qualifications for their respective positions through either electronic media or a brief presentation. The candidate receiving the majority of cast votes will be considered the officially elected officer.
   iii. If unavoidable circumstances arise in regards to the holding of an election that is scheduled, and a situation where a majority of the club members cannot attend or are unable to vote, the election will automatically become a board decision.

B. Who Can Vote:

Only students who meet the pre-established criteria set forth in Chapter 2 Section 1 will be allowed to vote in this election meeting.

**Section 3. Mid-Term Vacancies**

A. Vacancy of the position of President:

If the position of President becomes vacant mid-term, the Vice President will take over the responsibilities of the President's position until the President Elect is ready to take over.

B. Vacancy of the positions of President Elect, Vice President, Treasurer, Secretary:

If an unexpected mid-term vacancy of any of the above positions occurs, the current board will have the right to take applications and choose a qualified candidate to fill the position.

**Chapter V. Committees**

**Section 1. Formation of Committees**

A. Committees shall be formed when deemed necessary by the current board for specific events or tasks.

**Chapter VI. Review of Bylaws**

**Section 1. Review Process**

A. These Bylaws are the governing body of the NYCPM Chapter of ASPS. They shall be reviewed every 3 years by the current board, and ratified by a 2/3 vote of members who vote.

**Section 2. Amendments of the Bylaws**

A. Proposed changes to these Bylaws may be brought forth by any officer. These changes shall be reviewed by the members and may be ratified by a 2/3 vote of members who vote.

B. The members may propose changes to these Bylaws by presenting a petition signed by at least 20% of the current membership. At this time there shall be a vote taken, and the proposed changes may be enacted if there is a 2/3 vote of members who vote.
Chapter VII. Faculty Advisor
A. The faculty advisor for the NYCPM Chapter must be an active member in good standing with the ASPS.