BY-LAWS

CHEMICAL DEPENDENCY COUNSELING STUDENT ASSOCIATION

Article I: Name

This association shall be known as the Chemical Dependency Counseling (CDC) Student Association of Wor-Wic Community College.

Article II: Purpose

The purpose of this organization shall be to establish a professional student association on campus that promotes the interests and needs of the WWCC Chemical Dependency Counseling students.

Article III: Membership

A. All current students (full-time and part-time), either majoring in Chemical Dependency Counseling or interested in the field of Chemical Dependency Counseling at Wor-Wic Community College, are eligible for membership.

B. Advisors will be appointed from volunteer full-time faculty members in the Chemical Dependency Counseling department.

Article IV: Meetings

A. All members present at any scheduled meeting will constitute a quorum.

B. General meetings will be scheduled on a monthly basis during the Fall and Spring semester.

C. All meetings will be governed by Robert’s Rules of Order.
Article V : Executive Board
A. The executive board shall be composed of:
   1. The Chairperson
   2. The Vice Chairperson
   3. The Secretary/Treasurer
   4. All appointed Committee Chairpersons
B. Term of Office
   1. All executive board members shall serve for a one year term.
C. Appointment of Executive Board
   1. Nominations for Chairperson, Vice Chairperson and Secretary/Treasurer
      shall be submitted to the advisors by August 30.
   2. All nominations will be presented to the membership at the first meeting in
      September for approval by the membership.
   3. Executive Board members will be elected by a simple majority of those members
      present at the election meeting.
   4. Committee Chairpersons will be selected by the executive board from
      nominations, as the need arises.
D. Removal of Officers
   1. Board members may be removed from positions by the advisors with majority
      approval of the remaining board members, for dereliction of duties.

Article VI : Duties and Responsibilities
A. The Chairperson shall:
   1. preside over all regular meetings of the CDC Student Association
   2. prepare an agenda for each meeting with input from the executive board
      and the advisors
   3. appoint and establish all necessary committees
B. The Vice Chairperson shall:
   1. assume all powers and responsibilities of the Chairperson in his/her absence
   2. assume the office of the Chairperson if the Chairperson is unable to fulfill the
      duties of office
C. The Secretary/Treasurer shall:
   1. maintain the official minutes of each meeting
   2. maintain the official financial records of the organization
   3. assist with all organization mailings.
D. The advisors shall:
   1. be responsible for the guidance of the organization and act as liaison between
      the CDC Student Association and Wor-Wic Community College
   2. approve all expenditures before disbursement.
Article VII: Dues

No dues structure shall be established until the organization has determined the question of national professional affiliation. At that time, these by-laws may be amended to include any necessary fee structure.

Article VIII: Amendments

A. The by-laws may be amended by:
   1. The submission of a by-law change to all current members on the club roster.
   2. A simple majority vote of all members at a meeting, the date of the meeting to be no sooner than two weeks after the mailing of the by-law change and no later than six weeks after said mailing.
   3. Approval of the Wor-Wic Community College Board of Trustees.