

# Louisiana Student Special Interest Group Bylaws

## ARTICLE I: NAME AND AFFILIATION WITH LOUISIANA PHYSICAL THERAPY ASSOCIATION

### Section 1

The Louisiana Student Special Interest group, hereinafter referred to as the SSIG, shall be a special interest group of the Louisiana Physical Therapy Association of the American Physical Therapy Association, hereinafter referred to as LPTA and APTA respectively.

### Section 2

The geographical jurisdiction of the SSIG shall coincide with that of the LPTA.

## ARTICLE II: PURPOSE

The purpose of the SSIG shall be to provide a platform in which PT/PTA students across Louisiana can discuss issues affecting the physical therapy profession. The SSIG will be a vessel for communication among Louisiana students, a tool for creating professional relationships, and a way to promote and educate students on the interests affecting its members.

## ARTICLE III: FUNCTION

The functions of the LA SSIG shall be to:

- Identify and respond to issues and areas of concern related to SSIG members
- Promote student membership and retention in APTA/LPTA
- Carry out the mission statement and strategic plan of the LPTA, as it applies to students
- Provide a mechanism of communication for SSIG members in which to discuss issues and receive answers
- Promote the profession of physical therapy through community outreach
- Help students' professional growth through fundraising events
- Educate members on the benefits and current events of the LPTA/APTA
- Support the provisions of Association and Chapter bylaws, policies, and other enactments.

## ARTICLE IV: MEMBERSHIP

### Section 1: Qualifications

Membership in the SSIG shall be open to all Student and Student Affiliate members in good standing of the LPTA and APTA enrolled in a Physical Therapist, Physical Therapist Assistant, Residency, or Fellowship education program in the state of Louisiana.

### Section 2: Admission to Membership

Admission to SSIG is by application.

### Section 3: Rights of Members

All Student and Student Affiliate APTA members have the right to attend SSIG meetings, speak, and make motions; only members have the right to vote and hold office.

### Section 4: Good Standing

The member is in good standing within the SSIG if that member is in good standing with the LPTA.

### Section 5: Disciplinary Actions

A. Any member of the SSIG who is suspended by the APTA or LPTA shall be suspended by the SSIG. Any member of the SSIG who is expelled from the APTA or LPTA shall be expelled from the SSIG.

B. At such time as dues may be established, any member of the SSIG who fails to make timely payment of the required SSIG dues shall be expelled from SSIG membership.

### Section 6: Reinstatement

Any former member of the SSIG who is in good standing in the LPTA and APTA and who meets the qualifications for membership in the SSIG may be reinstated to membership.

## ARTICLE V: MEETINGS

### Section 1: Biannual Fall/Spring Meeting

The SSIG shall hold a biannual meeting of the membership for the conduction of business in conjunction with the biannual Fall/Spring Chapter meetings.

### Section 2: Special Meetings

The Executive Board or any 15 members have the authority to call special meetings provided that thirty days written notice is given to all members.

### Section 3: Quorum

The quorum for meetings shall be 10 SSIG members in good standing plus at least 2 SSIG officers.

## ARTICLE VI: LEADERSHIP

### Section 1: Composition

A. The Board shall consist of all elected officers of the SSIG and the LPTA Class Representatives from each physical therapy or physical therapy assistant program in Louisiana.

B. The Executive Committee shall consist of all elected officers of the SSIG.

C. The Officers of the SSIG shall be the Chairman, Vice Chairman, Secretary, and Treasurer.

## Section 2: Term of Office

Each officer will serve the term of one year or until the yearly election. Officers shall be elected at the Fall LPTA meeting and shall assume office at the close of the meeting at which elected. No officer may serve more than two consecutive terms in the same position.

## Section 3: Duties

In addition to the rights and duties as a member of the SSIG, the Officers shall all have the respective duties assigned to them as follows:

### A. Chairman

The Chairman shall be responsible for preparing the agenda for meetings, presiding at the SSIG meetings and SSIG Executive Board meetings, represent the SSIG as needed, and prepare any and all reports requested by the Chapter. The Chairman or the Chairman's designee shall serve as the official spokesperson for the SSIG.

### B. Vice Chairman

The Vice Chairman shall assist the Chairman in conducting SSIG meetings and events and act as a voting member of the SSIG Executive Board. The Vice Chairman shall assume the duties of the Chairman in the absence, incapacitation, or by request of the Chairman. The Vice Chairman shall be responsible for the SSIG membership records.

### C. Secretary

The secretary shall be responsible for keeping and distributing the minutes of the SSIG meetings and Executive Board meetings. All minutes shall be sent to the Chapter office within 30 days of the meeting. The Secretary shall maintain the SSIG archives of official records, documents, and correspondence.

### D. Treasurer

The treasurer will be responsible for keeping and distributing the financial matters of the SSIG. The Treasurer shall prepare an annual budget based on available funds, approve all expenditures of SSIG funds, make a written report for each biannual meeting, and prepare SSIG financial reports to the Chapter upon request.

### F. Student Companion Delegate

The Student Companion Delegate will be responsible for keeping the SSIG informed about APTA House of Delegates news. Depending upon allowable funds received from the LPTA Board of Directors or monies raised by the SSIG, the Student Companion Delegate will accompany the LPTA Delegates to the APTA House of Delegates and may be funded for the trip as the LPTA Board of Directors sees fit.

### G. Director

The director shall be responsible for updating the Bayou Bulletin Student Speak column and the LPTA SSIG website.

## ARTICLE VII: DISSOLUTION

### Section 1: Dissolution

#### A. By the Chapter Board of Directors

- The SSIG may be dissolved by a two-thirds vote of the Chapter Board of Directors if its active membership remains less than ten during any consecutive twelve-month period.
- B. By the SSIG membership  
The SSIG may be dissolved by a two-thirds vote of the membership if written notice is given to the membership 30 days prior to the vote.

## Section 2: Property and Records

In the event the SSIG is dissolved, all property and records shall become the property and records of the Chapter.

## ARTICLE VIII: FINANCE

### Section 1: Fiscal Year

The fiscal year of the SSIG shall be the same as that of the Chapter.

### Section 2: Limitation of Expenditures

A. No officer, member, or committee shall expend any money not provided for in the budget as adopted or spend any money in excess of the budget allotment except by order of the Board.

B. The Board shall not commit the SSIG to any financial obligation in excess of its current fiscal resources.

### Section 3: Dues

The SSIG shall be free for all members.

## ARTICLE X: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the SSIG in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any rules or order adopted by the SSIG.

## ARTICLE IX: BYLAW AMMENDMENTS

A. These bylaws may be amended in whole or in part by a two-thirds vote of the members of the SSIG present and voting provided that at least 30 days prior to the meeting, a copy of the proposed amendments has been made available to student members.

B. If the intent of an amendment is editorial or to bring the SSIG's Bylaws into agreement with those of the Chapter, the amendment shall be made as required by the Secretary and approved by the SSIG Board of Directors. The Secretary shall also notify the membership of such amendment

## ARTICLE X: HIGHER AUTHORITY

In addition to these bylaws, the SSIG is governed by the LPTA Chapter bylaws and policies, as well as the APTA's bylaws and policies.

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