

Educating Student Athletic Trainers in Medicine (ESTIM) Constitution

ARTICLE I: NAME AND PURPOSE

Section 1: The name of this organization shall be: Educating Student Athletic Trainers in Medicine. (E-STIM)

Section 2: The purpose of this organization is to improve awareness, knowledge, respect, and communication among the general public within the local, state, and national levels of the athletic training community.

ARTICLE II: MEMBERSHIP

Section 1: Any Michigan State University undergraduate or graduate student interested in the profession of athletic training may become a member of this organization. MSU is an equal opportunity, affirmative action, public institution, which values diversity. This organization will not discriminate on the basis of age, color, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, or weight. Only Michigan State University students may be officers and/or voting members.

Section 2: A person shall become a member of E-STIM after completing the requirements of the E-STIM application process and after paying the yearly membership dues. To be considered for an active leadership and board position, each undergraduate student member is strongly encouraged to have begun the athletic training educational process such as the formal application, initiated the academic pre-requisite course work, undergone the Athletic Training Program interview, and/or formal acceptance into the Athletic Training Educational Program. Dues will be collected prior to the first meeting of each school year. The E-STIM member will be allowed to miss only one excused mandatory meetings. Excused meetings will be defined by the current E-STIM Board members at the beginning of the school year. Following their first absence, members will be offered the opportunity to complete a designated make-up task for their missed absence prior to the next meeting. Details on the make-up of a missed absence will be discussed and assigned on an individual manner among E-STIM Board members and implemented in a fair, consistent, and flexible manner. The member must obey the rules and policies of the E-STIM constitution, attend mandatory functions and events, keep attendance in good standing, and maintain proper ethical professional policies as dictated by the Michigan State University Athletic Training Educational Handbook and the National Athletic Trainers' Association Code of Ethics.

ARTICLE III: OFFICERS

Section 1: The positions of the executive board shall be nominated in the spring of the previous year by E-STIM members that will be present for the following school year. The positions to be held are: President, Vice President, Treasurer, and Secretary. The Web and Technology position will be a non elected position, selected by the ESTIM advisors, and however, will serve as a member of the ESTIM Executive Board (E-BOARD). Three class representatives (one KIN 227/one KIN 427 I/one KIN 427 II athletic training student) shall each be nominated by their respective class

representatives and selected by the executive board in the Fall Semester of each year. Each executive board member shall serve from April 15 until April 14 of the following year. Thus the new executive board shall be introduced and begin their stated executive duties. Both the previous and newly appointed executive boards will work collaboratively for one month during the transition of active executive duties.

Section 2: Nominated E-Board officers, upcoming seniors and KIN 427 athletic training students, will be nominated by E-STIM members for the following year. New officers may be nominated either at a group meeting or a member may contact any current executive board member to make a nomination. Only members who are in good standing may nominate, be nominated, and vote. All nominations are to be evaluated and reviewed by the E-STIM Advisory Board (current E-Board and Staff Advisors) for proper qualifications prior to final acceptance and nomination onto the ballot. All voting will be by secret ballot. The ballot will be turned into a staff member who will note which members have or have not voted. *In case of a tie between nominated members*, final decisions will be evaluated, reviewed, and selected by the E-STIM Advisory Board (current E-Board and Staff Advisors).

Section 3: The E-Board shall work collaboratively to maintain an open communication and strong working relationship among each board member while creating a learning, sharing, and organized environment. All E-Board Executive positions will coordinate and work collaboratively in work position assignments and tasks, as communicated among board members. If an executive board member must miss a meeting for a sporting event or an academic commitment, the remaining executive board members will oversee and implement their respective duties for that meeting.

The *President* shall have the following duties: planning and organizing of E-STIM meetings and functions; to convene all meetings; to plan and organize all executive board meetings; to act as a liaison between university, local, state, and national organizations; to oversee all executive board duties and decisions; to represent athletic training as a student liaison on the MSU Student Athletic Advisory Committee (SAAC). This position will coordinate, communicate, and collaborate with the E-Board on Fund Raising and Community Awareness activities. To coordinate and organize all information with university sanctioned clubs or organizations.

The *Vice President* shall have the following duties: to maintain attendance and implement all make-up sessions; to oversee and communicate with class representatives; to organize, implement and work with the Treasurer in overseeing fundraising responsibilities; to maintain awareness with university, local, state, and national athletic training communities, and to research, plan, and coordinate clothing purchases.

The *Treasurer* shall have the following duties: to record and maintain current records of financial budgets; to meet with staff advisors in maintaining records and approved funding levels; to gather and maintain E-STIM membership dues and applications; to communicate and seek approval with staff advisors on appropriate financial decisions and purchases. This position will assist with implementing and overseeing fundraising responsibilities.

The *Secretary* shall have the following duties: to maintain and complete notes of all E-STIM meetings and executive board gatherings; work with the Web and Technology Coordinator in posting minutes online after each meeting and function; to communicate current events, knowledge, and awareness with university, local, state, and national athletic training communities.

The *Web and Technology Coordinator* shall have the following duties: to maintain the Michigan State University Athletic Training webpage with the Staff Advisor and Webmaster, maintain current E-STIM events and updates, maintain MSU Athletic Training alumni communication via websites, Facebook, or other informational systems while maintaining continuing education on current website knowledge and trends; maintain awareness for university, local, state and national outreach issues; to review and maintain current awareness of national athletic training programs and university student organizations.

Section 4: Any executive board officer shall be removed at any time if they are not in accordance and compliance with the E-STIM Constitution. Violations of the Michigan State University Athletic Training Educational Handbook and National Athletic Trainer's Association Code of Ethics shall be deemed the need for removal from the executive board. The executive board officer in violation will be offered the opportunity for appeal with an appointed appeals board consisting of members of the executive board officers, E-STIM staff advisors, and Michigan State University full time athletic training staff members, prior to the possible removal of the officer in question. The problem shall be addressed, discussed, and reviewed with the executive board officers in a private meeting with athletic training staff. The removal of an executive board member will be communicated with the E-STIM membership. If a student is removed from the Michigan State University Athletic Training Program, they will be removed from E-STIM.

ARTICLE IV: OPERATING PROCEDURES

Section 1: Each meeting shall take place monthly at a designated time and place, decided on by the executive board and staff members. Social activities, in-services, and other meetings, which may be optional or mandatory, will be planned accordingly between large group meetings. Each meeting will be started at the time specified and attendance will be taken as members enter the meeting. Minutes will be posted for members to review online on the Michigan State University Athletic Training web site.

Section 2: Each meeting shall follow a parliamentary procedure based on what is planned for the specific meeting. However, if an in-service or professional speaker is present they will be introduced by an executive board member and invoke a professional meeting style procedure. Questions, comments, and/or concerns will be discussed at the end of each meeting, giving members a chance to express their thoughts and voices on future events or decision making processes.

Section 3: There will be no other established committees outside of the executive board. The executive board will coordinate and implement the meetings, establish all events, fundraisers, and social activities. The executive board will discuss, evaluate, select, and vote for possible recommended appointed committee members if needed. In the case that other E-STIM members need to be appointed, the executive board will discuss and contact the member and ask for their acceptance.

ARTICLE V: AMENDMENTS

- Section 1: Any member in good standing and/or staff advisor may propose an amendment or propose to change an amendment.
- Section 2: Amendments shall be brought forth to the organization in a proposal format. The amendment shall be brought forth to an executive board member who will propose it to the board and allow the member to state their position.
- Section 3: Amendments shall be approved by a majority vote decided by the E-STIM membership present during the announced meeting, by any written ballots submitted prior to the meeting, or through one electronic computer vote per member. In the case of any deadlocked or contested amendments, the E-STIM staff advisors and executive board shall review the amendment, discuss, and vote on the proposal for a final decision in the process.

Written and Revised June, 2015