NATIONAL COMMUNITY P

B. Active members shall include members who are present for Chapter meetings and have actively participated in Chapter activities. Only active members are allowed to hold and elected office for the student Chapter.

ARTICLE IV   CHAPTER FUNDS

A. Any activity recommended by the Chapter may serve as a source of income for the Chapter, upon approval of the Executive Committee, the Chapter Advisor, and if necessary, the Dean of the College of Pharmacy. Additionally, any chapter dues shall be funds of the Chapter.

B. Checks shall require a signature from both the President and the Treasurer.

C. An Annual Operating Budget shall be assembled which shall serve as a projection for the

c. To be accountable for all financial transactions within the organization.

d. To provide reports on the status of the treasury when called upon to do so by the membership and/or president.

e. To chair the Fundraising Committee and appoint members.

f. To coordinate and officiate Fundraising Committee meetings.

g. To attend all Pharmacy Council meetings in the event that the president, president-elect, and secretary cannot attend.

h. To file appropriate tax forms with the IRS in accordance with all laws and regulations appertaining no later than April 15th of each year.

i. To maintain a record of activities undertaken during his/her term in order to pass said record on to his/her successor.

5. The responsibilities of the 1st year student representative:

a. To be familiar with all the operations of NCPA/LIPA on the National, State and local Chapter levels.

b. To be a liaison between the Board of Directors and Executive Committee and the 1st year class.

c. To work with the Membership Committee Chairperson to encourage membership during fall campaign.

d. To attend all chapter Board of Directors and Executive Committee meetings.

e. To maintain a record of activities undertaken during his/her term in order to pass said records on to his/her successor.

B. Duties of Appointed Officers:

1. The responsibility of the Community Service Chairperson:

a. To be familiar with all the operations of NCPA/LIPA on the National, State and local Chapter levels.

b. To appoint Community Service Committee Members.

c. To coordinate and officiate Community Service Committee meetings.

d. To maintain a record of activities undertaken during his/her term in order to pass said records on to his/her successor.

2. The responsibility of the Program Committee Chairperson:

a. To be familiar with all the operations of NCPA/LIPA on the National, State and local Chapter levels.

b. To appoint Program Committee Members.

c. To coordinate and officiate Program Committee meetings.

d. To maintain a record of activities undertaken during his/her term in order to pass said records on to his/her successor.

3. The responsibility of the Membership Committee Chairperson:

a. To be familiar with all the operations of NCPA/LIPA on the National, State and local Chapter levels.

b. To appoint Membership Committee Members.

c. To coordinate and officiate Membership Committee meetings.

d. To maintain a record of activities undertaken during his/her term in order to pass said records on to his/her successor.

Article VI

Article VIII   ELECTIONS

Elections for NCPA/LIPA ULM Chapter officers are to be planned and executed in accordance with the criteria set forth in this section.

A. Qualifications for candidacy

      1. Must be an active member of NCPA/LIPA as determined by the Chapter Executive Committee.

      2. Must meet the academic requirements set forth by the ULM College of Pharmacy for good academic standing

      3. Must be enrolled in the ULM College of Pharmacy at

D. Terms of Office

    1. The changing of office for the Executive Committee will take place at the last meeting of the Academic year.

    2. All officers will be elected for a term of one year except the President Elect, who will automatically ascend to the Office of the President the year following his term as President-Elect.

E. NCPA/LIPA Student Chapter officer installation ceremony

    1.

formally induct the student chapter officers at the University of Louisiana at Monroe. I now ask prospective NCPA/LIPA chapter officers to raise their right hands as I read the NCPA/LIPA Student Chapter oath:

of pharmacy, both during my education and in my practice, and to take an active role in the stewardship of my profession. I pledge to fulfill with enthusiasm and prudence all

1. Application for candidacy that will include the goal statement for the desired office. The application can be found in Appendix A. The application is due to the President no later than the application deadline set forth by the Executive Committee. The goal statement of each candidate will be read aloud on the day of the elections.

2. Each candidate for an appointed position on the Board of Directors shall be interviewed by the Executive Committee within two calendar weeks following the application deadline for declaring candidacy for appointed office.

C. Appointment Procedures
1. The Appointed Officers Selection Meeting shall be held within two calendar weeks following the application deadline for declaring candidacy for appointed office.

2. The President shall nominate one applicant for each appointed position after which the Executive Committee shall vote to approve or reject, by majority vote, his/her nomination.

3.
Committee, a member of the Executive Committee may nominate another applicant. Such nomination shall require a second. A majority vote is then required for the candidate to be appointed.

4. A candidate must receive a plurality of the votes cast to be appointed to office.

5. The Executive Committee may offer a candidate an appointment to an office other than that which was applied for if the Executive Committee deems such action to be appropriate. The candidate shall have the power to reject appointment to an office other than that indicated on his/her application for candidacy.

D. Term of Office
1. General Appointment
   a. General Appointment shall include Programs Chairperson, Membership Chairperson and Community Service Chairperson

   b. The term of office for the applied position shall be from the time of appointment until the changing of office, except as otherwise stated in these By-Laws.

   c. The changing of office shall take place at the final General Meeting of the Spring Semester.

Article X   Removal of Officers

A. Removal of officers will be carried out through one of the following recourses. No officer shall be removed unless his/her charges are discussed at an Executive Committee meeting and grounds for removal agreed upon by a majority vote.
   1. Resignation announced or submitted to NCPA/LIPA Chapter President, with preferable notice of two weeks.

   2. Petition by a NCPA/LIPA Chapter member to the Chapter Executive Committee indicating sufficient cause or grounds for removal as enumerated in Article IX Section B of these By-Laws or as determined by the Executive Committee. The Executive Committee must review this petition and agree upon removal by a majority two-thirds (2/3) vote.

B. Grounds for removal:
   3. Willfully neglecting the duties of his/her office.

4. Failure to maintain the academic requirements set forth by the ULM College of Pharmacy for good academic standing.

5. Mishandling of chapter funds.

1. Willfully neglecting to uphold the Constitution and By-Laws of NCPA and this Chapter.

2. Withdrawing from enrollment in the ULM College of Pharmacy.

3. Excessive unexcused absences from meetings or other mandatory events.

C. When an officer is removed from office, he/she shall be precluded from seeking

3.

NCPA/LIPA
Appointed Position Application for Candidacy

Name: _____

Phone # _____

Email: _____

Classification: P1   P2   MP

Position Sought (please circle only one):

      Community Service Committee Chair   Membership Committee Chair

      Programming Committee Chair

Goal Statement: Please limit to the space provided.
What are three goals for the upcoming year regarding the position you seek and how do you plan to achieve them?

By signing and submitting this application, I acknowledge I have read and understand organization bylaws and operating procedures, including the responsibilities pertaining to the office I seek.

Signed: _____ Date: _____