

Official Pre-Professional By-Laws

Article One (Membership)

- Section One
 - o The members of the club shall abide by the code of conduct set forth by the Pre-Professional Society.
- Section Two
 - o All members must pay membership dues at the beginning of each semester

Article Two (Scholarship)

- Section One
 - o No member may be elected or appointed to any executive position or committee chairmanship in the club if the member's cumulative grade-point average is below 2.5.
 - o All members must maintain a 2.0 average.
- Section Two
 - o Any member wishing to be elected must be a full time student and be a full time student for the duration of his/her term in office.
- Section Three
 - o The club advisors shall serve as the scholarship director.

Article Three (Meetings)

- Section One
 - o Meeting should be held twice every month of the school year. Exceptions may be made by the president, who may change or cancel the meeting time of the individual meetings by giving notice on the preceding week or before.
- Section Two
 - o Special meetings may be called by the president or any of the club advisors on two days notice.
- Section Three

- Members of the executive board or appointed chairpersons are expected to attend all club meetings or provide an excused absence. Failure of attendance shall be subject to executive board review.
- Section Four
 - Minutes shall be taken at all board meetings and general meetings. These minutes shall be sent to all registered members via Lake Superior State University e-mail no later than one week following the general meeting.

Article Four (Officers)

- Section One
 - Elected officers of the club shall be as follows: president, vice-president, secretary, public relations coordinator.
 - The treasurer shall be the club advisor.
- Section Two
 - All officers shall remain in position for a full year term.
- Section Three
 - In the event the president leaves after one semester, the vice-president shall fill that particular office of president.
- Section Four
 - Any vacancy in any elected office shall be filled within one month after the vacancy occurs by means of special election.
- Section Five
 - Officers must be in attendance at all meetings of the semester to remain in an executive position.
 - 2 meetings may be missed with an excused absence
- Section Six
 - One elected officers must reside on, but not necessarily be in charge of, each delegated sub-committee.

Article Five (Officer Duties)

- Section One (President)
 - Presides over meetings

- Creates agenda
- Maintains contact with club advisor
- Section Two (Vice-President)
 - Assist club president
 - Posts materials regulated by Lake Superior State University
 - Mass communication through E-mail
 - Co-ordinates with guest speakers
- Section Three (Secretary)
 - Records all Pre-Professional Society Meetings
 - Records attendance of meetings and reports to executive members
 - Keeps records of official contacts
- Section Four (Public Relations Coordinator)
 - Creates and post signs/posters advertising meetings and special events
 - Co-ordinates public events

Article Six (Elections)

- Section One
 - Elections shall be conducted once each year not later than the first regular meeting in the beginning of spring semester (January).
- Section Two
 - Notice of the election shall be given by the president two meetings prior to the elections.
- Section Three
 - Nominations shall be made one meeting prior to the elections
- Section Four
 - To be eligible to run for office a member must have attended at least 2/3 of the meetings
- Section Five
 - Voting shall be by secret ballot and in the same order as the officers are listed in Article Four, Sec. 1. Before each vote, additional

nominations may be made from those candidates defeated for office previously.

- Section Six
 - o Incoming officers shall be installed at the first meeting following the election of the officers.

- Section Seven
 - o To be eligible to vote a member must have been in attendance to at least one half of all meetings.

- Section Seven
 - o Eligible members that cannot be in attendance for the actual vote may submit a vote through an absentee ballot to be governed by the club advisor.