

*Louisiana State University Health Sciences Center
School of Nursing
Doctoral Nursing Student Organization (DNSO) at
LSU Health*

Bylaws

ARTICLE I - NAME

The name of this organization is the Doctoral Nursing Student Organization (DNSO) at LSUHSC Health School of Nursing. Hereafter, it shall be referred to as DNSO-LSUHSC-NO.

ARTICLE II - FUNCTIONS

The Doctoral Nursing Student Organization (DNSO) provides a forum for doctoral students enrolled in the Doctor of Nursing Practice and Doctor of Nursing Science programs to share research and scholarship, interact and support each other, interact with faculty, and provide a communication mechanism to SON administration and faculty.

The functions of the DNSO-LSUHSC-NO shall be to:

1. Contribute to the SON mission, strategic initiatives;
2. Utilize SON core values;
3. Facilitate communication among doctoral students through formal and informal meetings;
4. Promote socialization of doctoral students as doctoral nursing scholars;
5. Promote positive change and a “healthy” school culture and climate;
6. Implement programs that support doctoral students personal and professional growth as scholars; and
7. Implement a doctoral student mentoring network.

ARTICLE III - MEMBERSHIP

All students who are enrolled at the LSU Health SON in a doctoral program will automatically become members of DNSO-LSUHSC-NO. Each member is entitled to participate in the activities of the organization and is encouraged to attend the meetings of the DNSO-LSUHSC-NO. The DNSO-LSUHSC-NO can host events that require a fee for members and non-members at the discretion of the Board

ARTICLE IV – BOARD of DIRECTORS

The members of the Board of Directors shall be:

- President
- Vice-President
- Secretary/Historian
- Treasurer
- Two Faculty Consultant

The Board of Directors shall administer the affairs of DNSO-LSUHSC-NO.

ARTICLE V – DUTIES OF OFFICERS MEMBERS & CONSULTANTS TO THE BOARD OF DIRECTORS

Section 1 - President

The President shall:

1. preside at all meetings
2. appoint special committees as needed
3. have voting privileges on the Board only in case of a tie
4. Signer of fiscal accounts with treasurer
5. co-sign the minutes of the meetings with the secretary
6. perform all other duties usually pertaining to the office of president
7. attend all other meetings as needed and/or as specified by LSHSC SON Administration
9. serve on the Programs Committee as ex-officio

Section 2 – Vice-President

The First Vice-President shall:

1. conduct the meetings and carry out the duties of the president during absences
2. act as an aide to the president
3. become president upon a vacancy of that office and complete the full term of that office
4. have Board of Director voting privileges
5. chair program committee
6. all other duties as assigned by the president

Section 3–Secretary/Historian

The Secretary shall:

1. handle all correspondence of the organization and take minutes of general and Board meetings; and shall send copies of the minutes of all meetings to:
 - a. the members of the Board
 - b. the Faculty Advisors
 - c. the Dean, and
 - d. the Directors of each program;

Additional copies shall be posted on LSUHSC SON website
2. keep members informed with regard to meetings and activities;
3. keep a list of all Board and committee members;
4. call the meeting to order in the absence of the President and Vice-President;
5. co-sign all minutes with the presiding officer
6. Contribute to the LSUHSC SON newsletter
7. maintain and update the LSUHSC SON organization website and class officer list
8. coordinate, maintain, and supervise all SON-SGA-LSU Health’s bulletin board activities and postings
9. have Board of Director voting privileges.
10. all other duties as assigned by the president

Section 4 - Treasurer

The Treasurer shall:

1. be responsible for all monies
2. keep an accurate record of receipts and expenditures
3. perform monthly reconciliations with the faculty consultant
4. present a statement of account at every meeting
5. notify the Accounting Office of LSU Health School of Nursing to prepare a requisition covering the estimated expenses of activities
6. have Board of Director voting privileges
7. all other duties as assigned by the president

Section 5 - Faculty Consultant

The Faculty Consultants shall:

1. serve as liaisons to the students and faculty
2. act as advisors to DNSO-LSUHSC-NO on matters of school policy, activities, and expenses
3. shall be an approved signer on the bank account and perform monthly reconciliations with the Treasurer
4. There shall be one faculty consultant appointed by the Dean from the Doctor of Nursing Practice and one faculty consultant appointed by the Dean from the Doctor of Nursing Science program.

ARTICLE VI - NOMINATIONS, ELECTIONS, RECALL VACANCIES

Section 1 - Nominations of Officers

The officers will be nominated from the general membership at least two weeks prior to the spring and fall general election. The list of nominees will be turned in to the President. Anyone who wishes to run for an open position must be present at the last general body meeting of the semester. Exceptions are to be made for students who have class or clinical conflicts. The President shall be responsible for distributing the list and candidate statements to the membership. The list shall be posted for at least 1 week before the online election.

Elections shall be held one week after the close of nominations, to be determined by the Board.

The President shall be responsible for submitting a list of candidates and their statements, no later than one week after the close of nominations so that the IT director can generate an online survey. The survey shall stay active for one week.

Section 2 - Election of Officers

Elections shall be made by online survey to be open for one week. The candidate receiving the most votes will be considered elected. The names of the winners for all offices shall be posted via LSUHSC email, and the LSUHSC SON webpage shall be updated at the end of each semester by the Secretary. Any contested elections will be settled by the Assistant Dean for Student Services.

Once elected, officers will hold their position for one year. Each officer may run for another open position before the end of the term of his or her current position, but each officer may hold only one position at a time. At the end of each one-year term, each position will be open for nominations from any member. Nominations for the office of President may only consist of students who previously served in a leadership capacity.

Incomplete ballots shall be counted for the candidates in the offices(s) for which they are cast.

Section 3- Recall

Any officer may be recalled from office upon petition for recall.

The petition, signed by at least one fourth of the membership. A committee appointed by the Board and Dean of Student Services will review the recall. The selection of this committee will take place at the time the petition is presented to the Board. The purpose of this committee will be to determine the validity of the petition. With approval of the Recall Committee and two-thirds vote of members, recall may be effective once approved by the Dean.

Section 4 - Vacancies

If the office of president is vacated, the first vice-president will fill the position. If any other office or faculty advisors position is vacated within four months of the next regular elections, that position will be filled by vote of the Board for the office and Dean for the faculty advisor. Vacancies occurring earlier than the fourth month prior to the next regular elections will be filled by vote of the membership in a special election.

ARTICLE VII - QUALIFICATIONS

The candidates for officer shall be enrolled in a doctoral program with a GPA of 3.0 average and in good academic and professional standing with the LSUHSC SON as verified by the Assistant Dean for Student Services.

ARTICLE X - PARLIAMENTARY PROCEDURES

Parliamentary Procedure, according to Robert's Rules of Order, is to be followed in all meetings and consistent with nursing school's core values. The Vice President shall have the responsibility of enforcing this article.

ARTICLE XI - MEETINGS

Section 1 - Board Meetings

Meetings will be held during the fall and spring semester.

ARTICLE XII - AMENDMENTS

A member desiring a change may submit a proposed amendment signed by at least twenty-five (25) members to the Board. After the proposed amendment is reviewed by the Board, it will be posted for at least two weeks. After two weeks, the proposed amendment will be voted on at the next general meeting or shall be submitted for online vote which shall be made available to all members. A two-thirds vote of all members voting is required for its adoption.

Amendments proposed by a Board must be posted for one week prior to the next general meeting or online survey vote. At the next general meeting or via online survey voting, a two-thirds vote of all members voting is required for passage of the amendment and its adoption.

All amendments shall become effective on the day of passage and from that time forward become part of these by-laws.

Article XIII - Dissolution Clause

In the event of dissolution of the, DNSO-LSUHSC-NO the residual assets of the organization shall be distributed to the LSUHSC SON foundation account as determined by the Dean of the School of Nursing.