

By-Laws of the South Carolina Athletic Trainers' Association

Article I. Name

Section 1.01 The name of the organization shall be the South Carolina Athletic Trainers' Association.

Article II. Purpose

Section 2.01 The purposes for which SCATA is organized and shall be operated are as follows:

1. The advancement, encouragement, and improvement of the athletic training profession in all of its settings.
2. To enhance the quality of health care for physically active individuals.
3. To encourage the continued professional development of each of its members.
4. To serve the common interest of its members by providing a means of free exchange of ideas within the profession.
5. To strive to attain better relations through casual good fellowship.
6. To encourage its members to promote the athletic training profession through education and research.
7. To promote and protect the professional status and the economic and general welfare of its members.

Article III. Membership

The South Carolina Athletic Trainers' Association shall have several classes of membership. No individual shall be eligible for more than one class of membership at the same time. Other exceptions may be brought to the Executive Council for consideration. The classes of membership are:

Section 3.01 Certified: Voting membership shall be open to any South Carolina Certified Athletic Trainer in good standing.

Section 3.02 Associate: Non-voting associate membership is available to individuals who are not South Carolina Certified Athletic Trainers.

Section 3.03 Student: Non-voting student membership is available to individuals who are currently enrolled in accredited athletic training education programs.

Section 3.04 Honorary: Non-voting honorary membership is available to individuals who are nominated for membership as an honor or for outstanding service to the South Carolina Athletic Trainers' Association and approved by a majority vote of the Executive Council. Honorary members shall pay no dues.

Section 3.05 Retired: Voting membership to those retired from actively practicing athletic training in the state.

Article IV. Status of Members

Section 4.01 The Secretary will assess the status of membership based on the national dues paid by each member. Those South Carolina Certified members that are not members of the NATA are required to submit a yearly application and dues. The application shall be accepted or rejected by the Executive Council.

Article V. Loss of Membership

Section 5.01 Any member suspended for failure to pay dues by the deadline given the NATA must make application for reinstatement to the NATA per their guidelines.

Section 5.02 Membership may be reinstated upon receipt of application for reinstatement to the NATA and payment of all dues.

Article VI. Dues

Section 6.01 Dues are collected annually by the National Athletic Trainers' Association. Payments are due by December 31st.

Section 6.02 Increase in dues charges, when deemed necessary, will have to be consistent for all states within each district. This is voted on at the district meetings during the annual business meeting.

Section 6.03 If a member chooses not to renew their membership to the NATA, they may remain a member of SCATA provided they pay annual dues to the Treasurer by May 1.

Article VII. Voting Power

Section 7.01 Only certified members of the South Carolina Athletic Trainers' Association, as defined by DHEC, shall be entitled to vote on business matters related to the South Carolina Athletic Trainers' Association.

Article VIII Organization

Section 8.01 The governing body of this organization shall be the Executive Council made up of:

1. President
2. President-Elect
3. Secretary
4. Treasurer
5. Past President

Section 8.02 The President shall serve as Chairman of the Executive Council and be responsible for the conduct of any and all meetings

Section 8.03 Nomination of Officers

1. The membership will nominate possible officers by electronic mail / web-based ballot every two (2) years (even years) to the Executive Council in the month of May. The election newsletter will be sent to

the membership in the second week of June prior to the annual business meeting (July) which will include a biography of each of the nominees. At this time the members will vote by electronic mail /web based ballot by July 1. The president will tally the votes. The nominee receiving the majority vote shall be declared elected at the time of the annual business meeting.

2. In order to be considered a nominee for an Executive Officer, one must have been a member of the South Carolina Athletic Trainers' Association in good standing for at least four (4) years (48 months since the date of initial membership application approval). The member must also be a South Carolina Certified Athletic Trainer and a member of the NATA.

Section 8.04 President

1. Election and term of office
 - a. The President shall be elected by a simple majority of the voting membership by electronic mail / web-based ballot.
 - b. The term of office of the President shall be for two (2) years, and he/she may not serve more than two (2) consecutive terms.
 - c. The term of office of the President shall begin at the time of the annual business meeting of the Association.
 - d. In the event that the office of President becomes vacant before the end of the term for which the President was elected: the President-Elect shall become the President immediately and serve the remainder of the term for which the President was elected. He/she will then serve his/her normal term of office as the President.
2. Duties:
 - a. Serves as the official spokesperson for the Executive Council and the Association concerning public relations and speaking engagements for the membership.
 - b. Maintains communications with the National Athletic Trainers' Association and South Carolina Medical Association in all matters pertaining to coordination, management, and supervision of the Association's affairs.
 - c. Calls all meetings of the Executive Council as deemed necessary and advisable.
 - d. Presides over all meetings of the Executive Council
 - e. Presides over all Association State Business meetings.
 - f. Votes on all matters brought to the Executive Council.
 - g. This is a non-salaried position; however, all Association related traveling expenses are paid by the Association
 - h. Appoints all committee chairpersons with the approval of the Executive Council
 - i. Appoints representatives of the South Carolina Athletic Trainers' Association to allied organizations with the approval of the Executive Council

- j. Contact President-Elect six (6) months before the term of office to confirm acceptance or declination of the nomination of President for another term
- k. Responsible for pursuing and obtaining corporate sponsorships for scholarships and/or Association expenses.

Section 8.05 President-Elect

- 1. Election and term of office
 - a. President-Elect: President Elect for two (2) years and then two (2) year term of President. Before assuming the office of President, a vote of confidence shall be received from the membership.
 - b. The President-Elect shall be elected by a single majority of the voting membership by electronic mail / web-based ballot.
 - c. The term of office of the President-Elect shall be for two (2) years, and he/she may not serve more than two (2) consecutive terms. The term of office of the President-Elect shall begin at the time of the annual business meeting of the Association.
 - d. In the event that the office of the President-Elect becomes vacant before the end of the term for which the President-Elect was elected, there will be an immediate mailing of ballots to the membership for a replacement.
- 2. Functions and Responsibilities:
 - a. Presides over Association meeting when the President is absent
 - b. The President-Elect will assume the office of the President as prescribed in the Constitution
 - c. Oversees the Program Committee and acts as on-site coordinator for the annual meeting
 - d. Keeps the Executive Council informed from reports of Committee Chairpersons
 - e. This is a non-salaried position; however, all Association related traveling expenses are paid by the Association
 - f. Votes on all matters brought to the Executive Council
 - g. It is the responsibility of the President-Elect to work in tandem with the President in all matters pertaining to the Executive Council and State Association, so as to help smooth the transition process into the President's office.

Section 8.06 Secretary

- 1. Election and term of office
 - a. The Secretary shall be elected by a simple majority of the voting membership by electronic mail / web-based ballot.
 - b. The term of office of the Secretary shall be for two (2) years, and he/she may not serve two (2) consecutive terms.
 - c. The term of office of the Secretary shall begin at the time of the annual business meeting of the Association.

In the event that the office of the Secretary becomes vacant before the end of the term for which the Secretary was elected, there will be an immediate vote by the membership for a replacement.

2. Functions and Responsibilities
 - a. Record and maintain minutes to all meetings and conference calls.
 - b. Conduct correspondence of SCATA Executive Council with membership and any other organizations as directed.
 - c. Organize, prepare, and distribute newsletter for the membership.
 - d. Attend all meetings and conference calls
 - e. Votes on all matters brought to the Executive Council
 - f. Provide membership status statements to the Executive Council annually and on request.
 - g. Organize and direct registration for the Annual Symposium.

Section 8.07 Treasurer

1. Election and Terms of Office
 - a. The Treasurer shall be appointed by the Executive Council in year one (2018).
 - b. The Treasurer shall be elected by simple majority of the voting membership by electronic mail / web-based ballot.
 - c. The term of office for Treasurer shall be for a two-year term. He/she may serve three (3) consecutive terms.
 - d. The term of the office of Treasurer shall begin at the time of the annual business meeting during the annual symposium. In the event that the office of the Treasurer becomes vacant before the end of the term for which he/she was elected, there will be an immediate vote by the membership to replace.
 - e. The office of the Treasurer does not require term as Secretary, President-Elect, and President.
2. Functions and Responsibilities
 - a. Receive and deposit all association monies.
 - b. Issue receipts: pay all accounts as authorized by the Executive Council.
 - c. Ensure any payment in excess of \$10,000 receives approval from the Executive Council.
 - d. Provide a financial report to the membership at the annual business meeting.
 - e. Votes on all matters brought to the Executive Council.
 - f. Provide detailed financial reports to the Executive Council upon request.
 - g. Communicate with District 3 regarding the collection of membership dues.
 - h. Attend all Executive Council meetings and conference calls.
 - i. Present a proposed budget prior to the annual symposium.
 - j. Collect membership dues from those who are not NATA members.

Section 8.08 Past President

1. Terms of Office
 - a. The Past President will serve a two-year term.
 - b. The term of office will begin at the time of the annual business meeting during the annual symposium. In the event that office becomes vacant before the end of the term, the prior Past President will replace and serve the remaining term.
2. Functions and Responsibilities
 - a. Serve in an advisory role.
 - b. Attend conference calls and meetings when available.
 - c. Serve as tie breaking vote only in the event of an impasse.
 - d. Conduct elections of the Executive Council positions.

Article IX Executive Council

Section 9.01 Selection: The Executive Council shall consist of the President, President-Elect, Secretary, Treasurer, and Past President

Section 9.02 Powers and Duties of the Executive Council

1. Meets at the Annual Business Meeting and at any other time during the years as the President deems necessary
2. Serves as the official legislative body of the Association
3. Approves appointment of all committee chairpersons and standing committee members
4. Approves the appointment of all ad-hoc committees deemed necessary for the conduction of special Association projects of study.
5. Continually evaluates and defines the roles and functions of all Association officers, standing committees, and ad-hoc committees
6. Receives recommendations, suggestions and requests from the membership and considers the issues during Executive Council Meetings
7. Continually re-evaluates the goals and objectives of the Association and accepts responsibility for progress toward these goals
8. Acts as an auditing committee for the South Carolina Athletic Trainers' Association financial affairs and approves financial statement

Article X. Committees

Section 10.01 All committees, standing and ad hoc, shall be appointed or dissolved by the Executive Council. All committee chairmen report directly to the Executive Council.

Article XI. Amendments to the By-Laws

Section 11.01 These By-Laws may be amended at the business meeting of the South Carolina Athletic Trainers' Association Annual Symposium by a two-thirds majority of the voting membership in attendance.

Section 11.02 Proposed amendments shall be submitted only by members with voting power.

Article XII. Removal of Office

Section 12.01 Any member of the Executive Council may be removed from office for:

1. Failure to perform the duties of the office.
2. Mismanagement of SCATA funds or property.
3. Unprofessional behavior as defined by the NATA Code of Ethics.

Section 12.02 A member of the Executive Council may be removed from office by a 2/3 vote from the Executive Council, including the Past President.

Article XIII. Parliamentary Authority

Section 13.01 The SCATA parliamentary proceedings will follow Robert's Rules of Order during all meetings.

Revised August 2019