Constitution of the Oklahoma Library and Information Studies Student Association

University of Oklahoma

Article I - Name, Purpose, and Non-Discrimination Policy

Section 1 - Name

The name of this organization shall be the Oklahoma Library and Information Studies Student Association, hereinafter referred to as OLISSA.

Section 2 - Purpose

OLISSA's primary purpose is to focus on student activities within the School of Library and Information Studies, hereinafter referred to as SLIS. OLISSA officers serve as liaisons to the SLIS faculty, thus serving to reinforce and maintain good relationships between SLIS students and the SLIS faculty. A secondary purpose is to promote both the School of Library and Information Studies and the profession of librarianship and knowledge management.

Section 3 - Non-Discrimination Policy

Membership or participation is not based on gender, race, color, religion, national origin, age, sexual orientation, disability, veteran status, marital status, or political belief.

Article II - Membership and Qualifications

Section 1 - Membership

All members of OLISSA must be students at the University of Oklahoma. All graduate and undergraduate students enrolled in one or more courses in the University of Oklahoma School of Library and Information Studies may be members of OLISSA.

Article III - Organization Leadership: Titles, Terms of Office, Type of Selection, and Duties of Leaders

Section 1 - Titles

OLISSA shall have a President, Vice-President, Secretary, Treasurer and two Graduate Student Senate Representatives.
Section 2 - Terms of Office

Student officers must be students at the University of Oklahoma. Therefore, if a student ceases to be an OU student, that student can no longer serve as an officer. Officers will officially begin their terms at the commencement of the summer semester.

Any member is eligible to hold office after having been a member of OLISSA for one semester. If no nominations for an office are received during an election period, first semester members of OLISSA will be eligible to hold office in that election cycle.

Section 3 - Nomination and Selection

Individuals desiring to be considered for an officer position shall submit a self-nomination form to the current President. The form should state the office for which the individual desires to be considered as well as reasons the individual desires consideration. Provided that there is more than one candidate interested in a particular officer's position, the office will be chosen by an election of the members to be held April of every year. In the case of an election, the candidate will be elected with a two-thirds majority of those voting.

Section 4 - Duties of Leaders

- **President**- The president shall have the ultimate responsibility for the functioning of the organization and its relationship to the faculty. The President has the authority to convene and conduct meetings, represent the organization at functions, and head the general administration of the group. Additionally, the President is the organization's public relations person, responsible for meeting with faculty and keeping the membership informed about activities and responsibilities. One aspect of these duties is to represent the organization at the monthly SLIS faculty meetings.

- **Vice-President**- The vice-president is responsible for substituting for the president in the event of his/her absence. The Vice-president, with the assistance of the President, is responsible for nominating OLISSA members as student representatives to the School of Library and Information Studies standing committees.

- **Secretary**- The secretary is responsible for documenting the activities of the organization. The Secretary may document the activities of the organization through maintenance of the OLISSA bulletin board and the OLISSA website. The Secretary shall also be responsible for assisting the President in counting votes.

- **Treasurer**- The treasurer oversees the financial concerns of the organization. This officer is responsible for: collecting membership dues, balancing the organization's monthly bank statement from the University of Oklahoma credit union; Completion and submission of the annual UOSA (University of Oklahoma Student Association) budget proposal; Only the President and Treasurer are authorized to sign checks from OLISSA's University of Oklahoma credit union account.

- **Graduate Student Senate Representative**- The graduate student senate representative is responsible for representing the OLISSA student body at the graduate student senate meetings. This representative will report on information concerning the OLISSA student
body, as well as the minutes of the graduate student senate meeting. OLISSA is allowed
two representatives.

- **Elected Officers located at the University of Oklahoma-Tulsa Campus** are allowed to
  have access to the University of Oklahoma Student Association, hereinafter referred to as
  OUTSA, funds allocated to the University of Oklahoma-Tulsa School of Library and
  Information Studies Department with the written consent of the University of Oklahoma
  – Tulsa Campus Advisor. Notification to other OLISSA officers is required by e-mail or
  discussion at meeting. The funds must be used for the promotion of the School of Library
  and Information Studies or the profession of librarianship and knowledge management or
  to promote the library student body as a community. Following OUTSA’s process for
  reimbursement is required and may be found under the forms tab at:

  http://www.ou.edu/content/tulsa/student_affairs/OUTSA/organizations.html

**Article IV - Advisor: Qualifications, Responsibilities, and Role in Organization**

**Section 1 - Qualifications**

OLISSA must have an advisor who is a full-time faculty member of the School of Library and
Information Studies.

OLISSA, University of Oklahoma – Tulsa Chapter must also have an advisor who is a full-time
faculty member of the School of Library and Information Studies program.

**Section 2 - Responsibilities**

The advisor will serve as a liaison between the organization and the administration.

**Section 3 - Role in Organization**

The advisor will serve as a mentor to the officers of the organization, giving advice when
needed. The advisor will also be responsible for advising the OLISSA Officers if scheduled
School of Library and Information Studies events involve the faculty.

**Article V - Committees**

**Section 1 - Executive Committee**

OLISSA has a governing executive committee that consists of the OLISSA Officers. This
committee will hold monthly meetings.
Section 2 - School of Library and Information Studies Committees

OLISSA is responsible for recommending student members to SLIS committees. The OLISSA President also has the authority to create ad hoc committees and appoint members thereto as s/he sees fit.

Article VI - Meeting of the Organization: Attendance, Frequency, Notification and Procedures

Section 1 - Meetings

All members are encouraged to attend the general membership meetings, however attendance at the meetings is not required. A member is considered to have attended a meeting if he/she participates in the meeting via a video or other technologically assisted teleconference. Members may also vote on issues discussed at meetings via email to the President and Secretary of OLISSA within five days of the discussion.

Section 2 - Frequency

Meetings will be held at the discretion of the officers.

Section 3 - Notification of Meetings

Members will be notified of meetings through the organization's listserv email. Members will also be notified by social media such as Facebook. Members will have at least 48 hours notice of a general meeting. In the unlikely event of an emergency meeting, members will be notified by email.

Section 4 - Procedure

All questions of parliamentary procedure shall be decided in accordance with the forms laid down in the latest edition of Robert's Rules of Order.


Section 1 - Proposals

Proposed amendments to the constitution will be sent to the general membership through the organizational listserv email. Members will be responsible for reading the amendments. Members will reply by email with any changes or issues they have with the proposed
constitution, to the OLISSA officers. Any current member of OLISSA can propose amendments to the constitution.

Section 2 - Notice

Members will be notified of a proposed change to the constitution through an email announcement.

Section 3 - Voting Requirement

The proposed amendment will pass with a two-thirds majority of those voting, either by physical ballot or email.

Article VIII - Preemption Statement

Section 1 - Preemption Statement

* If there is a conflict between our national or parent organization's rulings (The American Library Association), constitution, or direction and the University of Oklahoma Student Code, the Student Code preempts the national or parent ruling.

Article IX - Compliance with Law

Section 1 - Compliance

OLISSA is subject to Local, State, and Federal Laws.

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Adopted: