

CONSTITUTION OF THE BSSW STUDENT SOCIAL WORK ORGANIZATION (BSSW-SWO)

Revised 1/90 and passed 2/6/90; revised and passed Fall, 1993, revised and passed 1/01, revised and passed 10/06.

Article I. Name: BSSW Student Social Work Organization

Article II. Purpose:

1. To enhance professional development of undergraduate social work students;
2. To work with faculty in developing and reviewing curriculum;
3. To provide community service to local social service organizations;
4. To increase visibility of the social work profession and the UT College of Social Work;
5. To serve as a social outlet and to provide opportunities for interaction among social work students.

Article III. Membership:

1. Students enrolled full or part time at The University of Tennessee in the baccalaureate social work program are eligible for membership and will be eligible to vote on all issues if they frequently attend meetings and have paid their membership dues.
2. Interested students not enrolled in the baccalaureate social work program will be permitted to attend, participate and vote so long as they frequently attend meetings and have paid their membership dues.

Article IV. Officers:

1. Students enrolled full-time are eligible to hold elected office provided the student is not on academic review with The University of Tennessee at the time of the election or during the term of office. The office of president will be filled by a student who has been approved for full progression. The office of president-elect will be filled by a student who has been approved for initial progression.
2. The names of officers elected shall be recorded with one copy to go on file with the BSSW program director and one copy sent to the Student Activities Office within one week of election.
3. Officers will be elected by majority vote.
4. The term of office will be one year with elections being held in the beginning of the spring semester (January/February). The new officers will take office immediately upon election with the departing officer acting as a mentor to ensure that information, officer/committee role and support are given/shared prior to departing officer's graduation.
5. The office of vice-president (formerly president-elect) will be filled by an election held in

the beginning of the spring semester (January/February) and will serve for one year. The vice-president will assist the president as well as fulfill the obligations of president should the president be unable to during their term.

Article V. Duties of Officers:

1. The **president** will preside over regularly scheduled meetings of the BSSW-SWO and be in charge of agenda items. The president will also act as a liaison between The University of Tennessee, The College of Social Work and the BSSW-SWO.
2. The **vice-president** will assist the president in performing his/her duties. He/she will become the president in the event the president is unable to serve his/her full term or is removed from office. The vice-president will preside over meetings in the absence of the president.
3. The **secretary** will record minutes of meetings. He/she will also be responsible for correspondence for the organization. The secretary will be responsible for keeping the membership roster and phone/e-mail list for the organization. In the event that the president and president-elect both resign, are removed, or leave office, the secretary will preside until an election can be held.
4. The **treasurer** will collect membership dues. The treasurer may also decide at his/her discretion how BSSW-SWO funds will be used in crisis situations; for example, flowers at the time of death of a student or staff, the immediate family of a student or staff (spouse/parent/child). He/she can only use a limited amount of funds and must report the expenditure to the membership at the next scheduled meeting. The treasurer will give a treasury report on a regular basis each semester. All expenditures made by BSSW-SWO members are subject to approval by the whole membership.

Article VI. Committees and Committee Membership:

The membership will elect a chairperson and co-chairperson to the following committees. Each BSSW-SWO member is encouraged to participate in at least one committee.

1. **Community Service:** The community service committee will provide social work students with an opportunity to meet, interact, and work with diverse populations in our region. Also, this committee provides students with the opportunity to familiarize themselves with a variety of community service agencies and programs. The chairperson and members research and organize at least one volunteer activity with a different population each month.
2. **Fundraising:** The fundraising committee's function is to raise funds for BSSW-SWO activities and the Undergraduate Scholarship Fund. The committee hosts a variety of fundraising activities throughout the year.
3. **Professional Development:** The professional development committee is committed to fostering the professional growth and development of the BSSW-SWO members. To achieve this goal the committee organizes guest speakers from the community who share their experiences in a diverse array of fields including, but not limited to, community organization, political activism, social work education, social work practice

and social services.

4. **Publicity:** The publicity committee's major function is to gather information, articles and pictures for the bi-annual BSSW-SWO newsletter. The committee is also in charge of announcing and advertising BSSW-SWO events. This includes making flyers and submitting events to the University of Tennessee campus newspaper, *The Daily Beacon*.
5. **Advocacy:** The advocacy committee's goal is to empower current BSSW students as well as other students on the University campus who fall into an at-risk population and affect social change. This committee works along with other established organizations on campus to support and encourage equal opportunities and promote diversity through planned activities. Additionally this committee shares knowledge of university and community events that are focused on promoting social change.
6. **Social:** The social committee's purpose is to provide opportunities for the BSSW-SWO members to meet each other and interact inside and outside of the organization. The committee strives to organize events that will be entertaining and a successful use of leisure time. Some activities include holiday parties, movie night, and the celebration of important events (birthdays, graduation, end of semester, etc.).

Article VII. Other BSSW-SWO Representatives

1. **Faculty Representative (1):** This elected student will be responsible for attending College of Social Work faculty meetings, which are held on a monthly basis. The student will then provide a report to the membership at the next BSSW-SWO meeting.
2. **BSSW Program Representative (2):** These elected representatives will handle any problems or concerns from students in regards to the BSSW curriculum and program. The students will attend the Program Committee meetings and provide a report at the next BSSW-SWO meeting.
3. **National Association of Social Workers (NASW) Representative (1):** This student will be involved with the NASW Steering Committee and attend such meetings, when possible and provide a report to the membership. This representative is required to be a member of NASW. The BSSW-SWO will pay for the membership of this student, for the year he/she is in office.
4. **Class Representative:** A representative from each class will be elected to act as a liaison between the BSSW-SWO and classes (SW 200, SW 250, 300-level courses, & 400-level courses). The purpose of this office is to increase awareness and participation in BSSW-SWO events/activities. The class representative will be elected/selected, and will serve for one semester due to class/schedule changes.

Article VIII. Meetings:

1. Meetings shall be held weekly unless otherwise decided by the officers and members of the BSSW-SWO.
2. Officers, committee chairpersons and representatives will meet with the president

following the BSSW-SWO meetings (or at another designated and agreed upon time) the last Tuesday of each month.

3. Special meetings may be called by the president; or in his/her absence, by the president-elect; or by a petition to the president signed by 20% of the active membership.
4. A quorum will consist of 20% of the active membership. A quorum must be present in order for any business to be transacted.
5. A 50% majority of active members present is required to pass resolutions.

Article IX . Dues:

1. Membership dues will be \$3 per semester, except summer. Dues will be collected by the treasurer. The organization will determine by majority vote what the funds are to be spent on/used for.
2. Dues will be collected by the last Tuesday in September for the fall semester and the first Tuesday of February for Spring semester. After these dates membership dues will increase to \$4.

Article X. Advisor:

1. The organization will have one advisor appointed by the Director of the BSSW Program. This person must be a full-time faculty member associated with the BSSW social work program.
2. The advisor will serve for one academic year or until a successor is chosen.
3. The advisor will advise the organization in the exercise of responsibility, but will have no authority to control the policy or activities of the organization.
4. The advisor will have access to minutes of the organization's meetings and will meet with the organization's president on a regular basis throughout the semester.
5. The advisor may be removed from office in the same manner as officers as specified in Article XI of this Constitution.

Article XI. Removal of Officers:

1. Officers may be removed from office for failure to perform the duties of their offices as specified in this Constitution.
2. A petition of 20% of the active membership may initiate impeachment proceedings.
3. The petition will be presented at a regular meeting of the BSSW-SWO and must state specific charges.
4. Once the petition is received, the organization will appoint a committee to investigate the charges. The committee will report its findings to the members at the next regular

meeting.

5. The accused officer or advisor will have the opportunity to present a defense after the report of the investigating committee.
6. After a reasonable discussion of the issues, a vote will be taken.
7. A 75% majority is required for the removal of an officer or advisor.
8. Officers removed from office will be replaced in accordance with election procedures specified in this Constitution. The Dean of the College of Social Work will replace the advisor removed from office.

Article XII. Amendments:

1. This Constitution can be amended providing the amendments are presented at a regular or special meeting. Amendments will be voted on at the next regular meeting provided all members have been notified at least five days in advance of the meeting.
2. A 50% majority is required for the passage of any amendment.
3. No amendment may be passed which violates guidelines specified in *Hilltopics* or which violates policies established by the University of Tennessee.

Article XIII. Ratification:

This Constitution will become the operating laws of the Undergraduate Student Social Work Organization of The University of Tennessee following approval by the membership in the manner specified in Article XII of this Constitution.