

URBAN FORESTRY & ARBORICULTURE



STUDENT SOCIETY OF VIRGINIA TECH

Mission Statement

To promote, enhance, and improve the education and knowledge in urban forestry, arboriculture, and related fields in the Virginia Tech/Blacksburg community.

By-Laws

*Drafted November 2004
Revised May 2007; September 2009*

- I. **Name:** The name of the organization shall be the Urban Forestry and Arboriculture Student Society of Virginia Tech.
- II. **Mission:** To promote, enhance, and improve the education and knowledge within the fields of urban forestry, arboriculture, and related fields in the Virginia Tech/Blacksburg community.
- III. **Organization:**
 - a. **Membership:**
 - i. Membership is open to all students and faculty at Virginia Tech.
 - ii. All members are highly encouraged to become student members of the International Society of Arboriculture.
 - b. **Assessments:**
 - i. An assessment shall be collected from an individual to obtain membership and full privileges of the Society.
 - ii. Assessments may be changed by a two-thirds vote of members present at a regularly announced Society business meeting.
 - iii. Assessments may be charged to non-members for participating in Society events to help cover the cost of an event.
 - c. **Privileges of Members:**
 - i. All student members will be able to participate in activities of this Society, to vote on any questions brought before the Society, and to hold officer positions.

- ii. Faculty members are prohibited from voting on the questions brought before the Society and from holding any office within the student Society.

IV. **Governance:**

a. **Officers:** The officers of this Society shall be a President, Vice-President, Secretary, and Treasurer elected from a majority vote by secret ballot of the student members.

b. **Terms of Office:**

- i. All officers shall be student members of ISA.
- ii. The elected officers shall serve for one calendar year from May to May.
- iii. Elections for officers will take place during a March meeting to allow two months for an officer transition period. The newly elected officers shall run at least one meeting in April.
- iv. In the event an elected officer is unable to complete their term, the position shall be filled by a student member, which shall be voted in by a majority of members during a subsequent meeting.
- v. Departing officers must provide contact information for newly elected officers to the ISA Student Activities Committee Chair before the end of the spring semester.

c. **Duties of Officers:**

- i. **President:** The President of the Society shall oversee all Society business and outside communications. The President shall also oversee board meetings, general Society meetings. The President will also help the Vice-President with the procurement of speakers for meetings.
- ii. **Vice-President:** The Vice-President shall be responsible for setting up and scheduling speakers for general meetings, overseeing any event the President is absent from, and making reservations each semester for meeting rooms.
- iii. **Secretary–Treasurer:** The Secretary–Treasurer shall take minutes for each regular meeting, manage the society’s membership list and email listserv, and provide administrative assistance to other officers. He or she will also keep a brief history of the club. The Secretary–Treasurer shall be in charge of the financial business of the UFASSVT. He or she shall be responsible for yearly budgets, transaction records, and providing a treasurer's report when requested at general meetings. He or she shall also assist the president with any needed monetary funding.

- V. Petition:** A petition addressed to the President (or the Vice-President if the petition concerns the President) of the society signed by at least two-thirds of the student members shall be sufficient to remove an officer from office for inadequate performance of duty or to obtain action on any other special concern.
- VI. Equal Opportunity Statement:** The Urban Forestry and Arboriculture Student Society of Virginia Tech will not discriminate against any such person on the bases of sex, race, age, religion, sexual orientation, physical or mental disabilities, political association, and income.
- VII. Constitution:**
- a. Amendments:**
- i. Amendments to these bylaws may be made by a two-thirds majority of those student members voting.
 - ii. Proposed amendments shall be submitted to members at a general business meeting at least four weeks in advance of the date set for final approval.
 - iii. Amendments shall be effective immediately upon their approval unless otherwise provided in the amendment.
- b. Revisions:**
- i. The constitution shall be reviewed on an as needed basis.
 - ii. Revisions will be approved by a two-thirds vote of the student members.
- VIII. Standard Rules:**
- a. Each officer shall be an International Society of Arboriculture (ISA) member.
 - b. One meeting a month shall be held during spring and fall semesters.
- IX. Dissolution:**
- a. In the event of the dissolution of the Urban Forestry and Arboriculture Student Society of Virginia Tech, all debts owned by the club will be paid in full and cleared.
 - b. All remaining funding will be return back to the College of Natural Resources Department of Forestry if all past debts are settled and cleared.
 - c. Any sub-group or partnership formed by the Urban Forestry and Arboriculture Student Society of Virginia Tech that dissolves: they will clear all debts owned and give the remaining funds to the Urban Forestry and Arboricultural Student Society of Virginia Tech.