

Loma Linda University Student Interest Group in Neurology CONSTITUTION

ARTICLE I

Name

Loma Linda University Student Interest Group in Neurology (SIGN)

ARTICLE II

Purpose

The purposes of SIGN are:

1. To educate students about the opportunities available in the fields of neurology and child neurology.
2. To inform students about research opportunities in the fields of neurology and child neurology.
3. To be a resource for those who are planning to enter into a career in neurology or child neurology.
4. To facilitate relationships and networking with faculty and students interested in neurology and/or child neurology.
5. To foster an environment where students can support each other through educational presentations and mentorship.
6. To publicize neurology department events such as grand rounds and switch parties.
7. To connect students with other neurological institutions across the country through membership in the American Academy of Neurology and through the invitation of guest speakers to group events.
8. To provide opportunities for community service.

ARTICLE III

Membership

Membership is open to all students, faculty, and staff of Loma Linda University, their families, Alumni, community members, and other interested persons. Membership consists of attending and participating in SIGN meetings and activities, and is granted to all qualifying persons unless otherwise specified by consensus of the Executive Committee.

ARTICLE IV

Organization

SECTION 1. Governance

SIGN reserves the right of self-governance.

SECTION 2. Qualification for Office

Officer must be a club member of good standing. Officer must also be a registered LLU student of good academic standing.

SECTION 3 Offices and Duties

1. **President:** the President shall oversee and direct the general business of SIGN, represent the club or delegate members concerning the interests of the club, and assume responsibility for all communication with sponsors, advisors, and contacts of SIGN.
2. **Vice-President:** the Vice-President shall assume the role of President in the event of absence and aid the president in overseeing any and all events. The VP is expected to assume the role of the President the following year without the formality of an election if they so choose.
3. **Social Vice-President:** the Social Vice-President shall publicize upcoming events and meetings, contact new members, and provide information about SIGN to interested parties.
4. **Secretary:** the Secretary shall keep the minutes of all SIGN meetings as well as maintain all minutes, resources, and records.
5. **Treasurer:** the Treasurer shall maintain all financial records, oversee and authorize all transactions with SIGN accounts, submit a financial report to the officers at meetings, make purchases for events, and oversee all fundraising efforts of SIGN.
6. **Class Representatives:** the Class Representatives shall represent their respective classes at all SIGN meetings and assist in planning/organizing SIGN events.

ARTICLE V

Advisors

The advisor shall mentor and guide the functions of SIGN. The advisor shall be selected by the officers of SIGN and be a member of the LLU neurology or child neurology faculty.

ARTICLE VI

Meetings

SIGN officer meetings will be held approximately monthly. SIGN general meetings schedules will be set by SIGN officers.

ARTICLE VII

Finances

Funds shall originate from charitable donations, the AAN, fundraising activities, and other contributions. The treasurer shall assume responsibility for preparing the club budget and presenting it when necessary. The treasurer shall oversee the SIGN financial account activities. The President, Treasurer, and Advisor are the only persons authorized to withdraw funds.

ARTICLE VIII

Elections

The terms of office shall be one academic year. SIGN elections shall be held during the spring quarter. Nominations will be accepted at the election meeting, and voting will be by secret ballot of the members present. A simple majority of votes cast will determine the winner of each position. Vacant officer posts shall be filled at the discretion of the members by vote if necessary.

ARTICLE IX

Amendments

Constitutional amendments shall be made as necessary to change the content of the articles of the Constitution only.