

- Bylaws of the Louisiana Association of Student Nurses

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- ARTICLE I

- Name

- The name of this organization shall be the Louisiana Association of Student Nurses, a constituent of the National Student Nurses' Association, Inc., hereinafter referred to as LASN and NSNA, respectively.

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- ARTICLE II

- Purposes and Functions

- Section 1. The purpose of the LASN is:
 - To assume responsibility for contributing to nursing education in order to provide for the highest quality health care.
 - To provide programs representative of fundamental and current professional interests and concerns.
 - To aid in the development of the nursing student, his/her professional role, and his/her responsibility for the health care of people in all walks of life.

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- Section 2. The function of the LASN shall include the following:

- To have direct input into standards of nursing education and the educational process.
- To influence health care, nursing education, and nursing practice through legislative activities, as appropriate.
- To promote and encourage participation in community affairs and activities towards improved health care.
- To represent nursing students to the consumer, to institutions and other organizations.
- To promote and encourage students' participation in interdisciplinary activities.
- To promote and encourage recruitment efforts, participation in student activities and educational opportunities regardless of person's race, color, creed, sex, age, lifestyle, health status, national origin or economic status.
- To promote and encourage collaborative relationships with the Louisiana State Nurses' Association, the National Student Nurses' Association, the American Nurses' Association, the National League for Nursing, the International Council of Nurses, as well as other nursing and related health organizations.

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- ARTICLE III

- Members

- Section 1. Constituent Associations

- Any school chapter whose membership is composed of active or associate members and who have submitted the Official Application for NSNA Constituency Status continuing the areas of conformity, and upon meeting such other policies as the NSNA Board of Directors may determine, shall be recognized as a constituent.

- A school chapter shall be composed of at least 10 members, from a school, or the total school enrollment if less than 10 (NSNA House of Delegates, 1996). Schools with enrollment under 10 must notify the NSNA and LASN office directly with a letter of verification by the dean or director of the program. There shall be only one chapter on each school campus.
- LASN shall be composed of at least two school constituents. Each school chapter in the State of Louisiana shall belong to LASN. No other state organizations will be recognized.
- For annual recognition as an LASN constituent, constituent associations shall be required to submit (annually as required by NSNA) the Official Application for NSNA Constituency Status which shall include the following areas of conformity for active and associate members; purpose and function, membership, dues and representation. The constituency status form must be submitted to NSNA six (6) weeks PRIOR to the LASN State Convention in order to have delegates to the LASN Convention. This automatically assures meeting the NSNA Convention deadline.
- A constituent association, which fails to comply with the Bylaws and policies of LASN and NSNA, shall have its status as a constituent revoked by a 2/3 vote of the LASN Board of Directors, provided that written notice has been given at least two months prior to the vote and the constituent association is given an opportunity to be heard.
- School chapters are entities separate and apart from LASN in their administration of activities, with LASN exercising no supervision or control over these immediate daily and regular activities. LASN has no liability for any loss.
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- Section 2. Constituent Membership:
- Members of the constituent associations shall be:
- Active Members:
 - Students enrolled in state approved programs leading to licensure as a registered nurse.
 - Registered nurses enrolled in programs leading to a baccalaureate degree with a major in nursing.
 - Active members shall have all the privileges of membership inclusive of NSNA and LASN.
- Associate Members:
 - Pre-nursing students and registered nurses, enrolled in college or university programs designed as preparation for entrance into a program leading to an associate degree, diploma or baccalaureate degree in nursing.
 - Associate members shall have all of the privileges of membership, inclusive of NSNA and LASN except the right to hold the office of LASN president and/or vice-president of LASN or NSNA.
- Individual Members:
 - When a membership in a constituent association is not available, individual membership shall be open at the LASN and NSNA levels to

any eligible student. Individual members shall have the privileges of membership as prescribed in Article III, Section 2 Items 1 & 2.

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- Section 3. Categories of Non-Constituent Membership:
- Sustaining Members:
 - Sustaining membership shall be open at the state level to any individual or organization interested in furthering the development and growth of LASN, upon approval of the LASN Board of Directors. This membership category is not open to those eligible for active or associate membership. Sustaining members shall receive NSNA and LASN literature and other information deemed necessary by the LASN Board of Directors.
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- Honorary Members:
 - Honorary Membership may be conferred by 2/3 vote of the House of Delegates upon recommendation by the LASN Board of Directors, upon person who have rendered distinguished service or valuable assistance to LASN. Honorary members shall have none of the obligations of membership; however, the honorary member shall receive *Horizons* and other LASN literature as so deemed by the LASN Board of Directors.
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- Section 4. Membership Extension:
- 1. Active, associate and individual membership may be extended six months beyond completion of a student's program in nursing school, provided membership was renewed while the student was enrolled in a nursing program. Sustaining membership shall be renewable annually.
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- Section 5. Dues:
- Active, Associate and Individual Members
- The annual dues for active, associate, and individual members shall be set by the LASN policies, payable for the appropriate dues year. The dues year for members shall be a period of twelve consecutive months.
- The dues for active, associate, and individual members joining for two years shall be set by the LASN policies payable for the appropriate dues years. The dues year for these members shall be a period of twenty-four consecutive months.
- Payment of NSNA and LASN dues is a prerequisite for membership.
- NSNA and LASN dues shall be payable directly to NSNA. NSNA shall remit to LASN the dues received on behalf of LASN.
- Chapter dues shall be set at the discretion of each school association. Chapter dues shall not be remitted to NSNA.
- The annual dues for sustaining members shall be set by the LASN policies and shall be paid directly to NSNA. The membership shall be for a period of twelve consecutive months.
- Any member who fails to pay current dues shall forfeit all privileges of membership.
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- Article IV
- Officers

- Section 1. Officers:

- Elected officers of LASN shall be LASN President, Vice President, Secretary, Treasurer, four Regional Directors, Break through to Nursing/Membership Director, *LASN Horizons* Editor, Fundraising Coordinator, Historian, and IT Director, Elected Consultant.
- The appointed officer of the LASN shall be a Parliamentarian, Presidential Consultant, and LSNA Consultant.

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- Section 2. Eligibility:

- Only active members with the privileges of membership shall be eligible for the offices of LASN President and Vice-President.
- Active and associate members with the privileges of membership shall be eligible for the offices of Secretary, Treasurer, Region Director, Breakthrough to Nursing/Membership Director, *LASN Horizons* Editor, Fundraising Coordinator, Historian and IT Director.
- The elected LASN Board of Directors may appoint any active, associate or individual member with the privileges of membership to the office of parliamentarian.
- All members of the board, both appointed and elected, shall participate in all activities inclusive to LASN including: meetings, community service ventures, and fundraising opportunities . Failure to meet contractual obligations will result in reprimand including and not limited to: dismissal of role and/or revoked eligibility to attend NSNA as a LASN representative
- Elected and appointed LASN Board of Directors must be enrolled in an accredited Nursing program for at least $\frac{2}{3}$ (8 months) of their served term, excluding the elected consultant and presidential consultant who can be a graduating senior as stated in Article VIII, Section 1.
- Eligibility for the position of LASN President or Vice President includes those having held office on a chapter level and or those who have held office on a LASN / NSNA committee or commission.
- No member shall hold more than one LASN office at any time.
- Only members who have cumulative scholastic averages (GPA or QPA) of 2.5 or greater, on a 4.0 scale shall be eligible for any elected LASN Board of Directors position. All elected officers shall maintain student nurse status in accordance with his or her nursing school's guidelines during his or her term of office, as stipulated by LASN By-Laws. Each officer must submit verification of his or her student nurse status from the nursing school to the LSNA Consultant and/or LASN Elected Consultant by the end of each academic period during his/her term of office.
- No member shall serve more than four terms as a voting state officer, with the stipulation that no more than two terms be served in the same position.
- Any member removed from office for nonacademic cause shall not be eligible for election to any LASN office.

- Board of Directors, is not eligible to run for state office in subsequent years. However, their reason for resignation can be reviewed, and if deemed appropriate by the current LASN BOD this candidate can run for office.
- Section 3. Term of Office
- The term of office for each elected LASN Board of Directors member shall be one year from the adjournment of the annual meeting at which officers are elected, to the adjournment of the annual meeting at which their successors are elected.
- Section 4. Duties of Officer
- The officers shall perform the duties prescribed by the parliamentary authority, and more
- Specifically, shall include:
- The President shall:
 - Serve as the principal officer of the association and preside at all meetings of the association, the LASN Board of Directors, and the Executive Committee.
 - Assure that lines of direction given by the General Body and the actions of the LASN Board of Directors are carried into effect.
 - Report to the Louisiana State Board of Nursing Advisory Board, the Louisiana State Board of Nursing Task Force on Entry into Nursing, LANPAC, and the Louisiana Action Coalition.
 - Appoint committees and their chairpersons, subject to the approval of the Executive Board, and make other appointments as necessary, including representatives to the Louisiana State Board of Nursing Advisory Board, the Louisiana State Board of Nursing Task Force on Entry into Nursing, LANPAC, and the Louisiana Action Coalition.
 - Serve as ex-officio member of all committees, except the Nominations and Elections Committee.
 - Represent LASN in any matter relating to the Association and perform all other duties pertaining to the office.
 - Co-sign all checks written by the Treasurer. In the event of a large geographical difference between the President and Treasurer, a third elected LASN Board of Director's member may be appointed to co-sign checks.
 - Have such other powers and perform such other duties as may be assigned by the General Body, the LASN Board of Director's, or the Executive Committee.
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- The Vice-president shall:
 - Assume the duties of the LASN President in the absence or disability of the LASN President.
 - Accede to the office of the LASN President in the event of a vacancy in the office.
 - Be responsible for the Annual Convention of the Association.
 - Perform other duties as assigned by the LASN President.

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- The Secretary shall:
 - Prepare and distribute the minutes of LASN Board of Directors and General Body meetings to each LASN Board of Directors member. These minutes are to be received by each LASN Board of Director's member for approval no later than three weeks after their last meeting.
 - Distribute approved minutes to NSNA, LSNA, anyone deemed necessary by the LASN Board of Director's and upon request to individual school associations.
 - Receive all written motions and other written requests during the course of general body and executive board meetings.
 - Advise NSNA, LSNA, LASN Board of Directors and the constituent associations of all current programs and activities and provide current mailing lists of the LASN Board of Directors, Consultants, State Committee Chairpersons, and constituent associations to all concerned.
 - Prepare such correspondence as dictated by the General Body and/or the Executive Board.
 - Submit information/materials to LASN archives.
 - Perform other duties as assigned by the LASN President.
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- The Treasurer shall:
 - Act as custodian of association funds and see that an annual financial report/review is prepared.
 - On receipt of the prepared expense vouchers and supporting documentation, disburse funds to reimburse members of LASN Board of Directors, LASN's Elected Consultant, the appointed Presidential Consultant, and/or Committee Chairperson for expenses incurred in the execution of their duties; these amounts may include postage, telephone expenses, supplies, etc.
 - Serve as Chairperson of the Finance Committee. As such, secure bonding for the LASN Officers; secure funds and appropriate signature documents for all banking operations; and act as liaison between the association and the Certified Public Accounting Firm for the preparation of annual reviews and IRS form 990 annually.
 - Serve as Chairperson of the scholarship committee as outlined in Article IX, Section 3:5 of the LASN Bylaws. ***
 - Upon receipt of the prepared expense vouchers and supporting documentation (except where billed directly to the association), disburse funds for the following:
 - The Elected LASN Board of Directors, the Parliamentarian, the LASN Elected Consultant, and the Presidential Consultant for the LASN Annual Convention.
 - The voting delegate, the alternate delegate, and a Consultant shall be allotted funds to attend the NSNA Annual Convention, as LASN funding permits.

- The LASN President and a Consultant shall be allotted funds to attend the NSNA Midyear Conference, as LASN funding permits.
- NOTE: The expenses of the LSNA Consultant to the LASN are borne by LSNA.
- Advise each LASN Board of Director's member, Consultant, and Committee Chairperson of their budgeted expense amounts following approval by the LASN Board of Directors; and advise each officer that outside organizations requesting their appearance on a program are expected to assume the expenses of that officer unless otherwise voted by the LASN Board of Directors.
- Submit all financial records of the association for review at such times as requested by the Certified Public Accounting Firm.
- Perform other duties as assigned by the LASN President.
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- The Region Directors shall:
 - Each shall be a member of the Nomination and Elections Committee.
 - Each shall be a chairperson of a State Program Committee.
 - Each shall be responsible for the interchange of information between LASN and the constituent schools in his/her region.
 - Each member is required make at least two on-site visits to each School of Nursing in his/her region per year. One visit to each college in his/her region that offers Pre-Nursing curriculum should be attempted.
 - Perform other duties as assigned by the LASN President.
 - There shall be four region directors, one from each assigned geographic region of the state, as defined by the association Policies.
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- The Membership/Breakthrough to Nursing Director shall:
 - Maintain current membership lists of LASN Active, Associate, Individual Sustaining and Honorary members
 - Submit current, up-to-date membership numbers to the LASN President, Elected Consultant, and LSNA Consultant at the end of each semester.
 - Promote membership recruitment efforts at the state and local levels through innovative recruitment programs.
 - Facilitate communication between NSNA, LASN, and school chapters regarding membership recruitment.
 - After consultation with the Parliamentarian, recognize that each constituent school is informed of their delegate status two weeks prior to Annual Convention.
 - Perform other duties as assigned by the LASN President.
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- The *LASN Horizons* Editor shall:
 - Publish the state newsletter, known as the *LASN Horizons*, as directed by the General Body and/or the LASN Board of Directors, in keeping with sound fiscal policies of the association.

- With advise and consent of the LASN Board of Directors, appoint an assistant *LASN Horizons* Editor if deemed necessary.
- At his/her option, appoint a representative at each constituent school to serve as a news source he/she can contact for the *LASN Horizons*.
- Perform other duties as assigned by the LASN President.
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- The Fundraising Coordinator shall:
 - Plan fundraising projects for LASN that will contribute to funding the LASN Annual Convention, Scholarships, Awards, other fundraising projects, and other LASN expenses.
 - Serve as Chairperson of the Fundraising committee as outlined in Article IX, Section 3:9 of the LASN Bylaws.
 - Perform other duties as assigned by the LASN President.
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- The Historian shall:
 - Trace LASN history, past and present, both in print and photography in order to preserve LASN's history.
 - Serve as Chairperson of the Awards committee as outlined in Article IX, Section 3:3 of the LASN Bylaws.
 - Compile the LASN scrapbook annually for display at the LASN Annual Convention.
 - Prepare an audio-visual presentation of LASN activities for LASN Annual Convention.
 - Perform other duties as assigned by the LASN President.
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- The Parliamentarian shall:
 - Serve as parliamentary advisor for the association, become conversant with the Parliamentary Rules of LASN and the Robert's Rules of Order Newly Revised, and as such, shall rise to all parliamentary inquiries at each LASN Board of Director's Meeting and the Annual Convention.
 - Advise and instruct the LASN Board of Director's, the General Body, and constituents in the correct usage of parliamentary procedures and those procedures specific to LASN and NSNA.
 - Serve as Chairperson of the Bylaws, Policies, and Resolutions committee as outlined in Article IX, Section 2:3 of the LASN Bylaws.
 - Prepare the revised bylaws, policies, and resolutions for publication in LASN's Annual Convention Business Book.
 - Perform other duties as assigned by the LASN President.
 - Parliamentarian has the authority to interject and restore order to all official meetings if meeting deviates from agenda and discussions not pertaining to meeting business are being held
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- The Information Technology Director shall:
 - Update the LASN website at least twice a month using information supplied from the board of Directors and local Constituent Chapters.

- Act as primary editor of the website, sharing all access information with the President.
- Be responsible for keeping in contact with the internet provider
- Be responsible for keeping board members, school president, chapters' consultants and other people aware of all relevant NSNA activities including national convention dates, applications for national awards
- Write the monthly email to LASN members to be broadcast through NSNA.
- Perform all other duties that the LASN President assigns.
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- Section 5. Officer Attendance
- All board members are required to attend ALL State Convention Activities; failure to do so may result in removal from office by a 2/3 vote of the LASN Board of Directors.
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- Section 6. Vacancies
- After elections at the annual state convention, any vacancy on the LASN Board of Directors, other than President, will be filled by nominations solicited by the LASN Board of Directors. The LASN Board of Directors will appoint a new officer from the nominations to complete the existing term. The vacant position of LASN President will be filled by nominations from the LASN Elected Consultant and LSNA Consultant.
- When deemed appropriate and at the discretion of the LASN Board of Directors, a member of the LASN Board of Directors will assume duties and responsibilities of the vacated position, however, they will not assume the title of the position.
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- Section 7. Removal from Office
- If at any time an officer is found to be operating in a manner not in the best interest of his or her office, or the best interest of LASN, said officer may be removed from office by a 2/3 vote of the LASN Board of Directors.
- Any member who previously resigned from office, or was removed from office by the LASN Board of Directors, is not eligible to run for state office in subsequent years. However, their reason for resignation can be reviewed, and if deemed appropriate by the current LASN BOD this candidate can run for office.

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- ARTICLE V

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- Nominations and Elections

- Section 1. Nominations and Elections Committee:
- The Nominations and Elections Committee shall be composed of four Regional Directors.
- The Chairperson of the Nominations and Elections Committee shall be selected by the committee members.
- A member of the committee nominated as a candidate for any LASN Board of Directors position shall resign from the committee immediately upon acceptance of the nomination.

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- Section 2. Duties of Nominations and Elections Committee:
- The committee shall consider the qualifications of the proposed candidates but shall not be limited or controlled by the nominations.
- The consent of all proposed candidates shall be obtained in writing before placing their names on the ticket.
- The Nominations and Elections Committee shall choose a ticket prior to the opening of the LASN Annual Convention with candidates for all elected state officers and the LASN Elected Consultant. The report of the Nominations and Elections Committee shall be present on the first day of the annual convention
- Nominations may be made from the floor at the Annual Convention of the Association provided that the eligibility of the individual so nominated, as determined by these bylaws, can be established and the written consent of such individuals shall be immediately presented.

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- Section 3. Elections
- The LASN Board of Directors and the LASN Elected Consultant shall be elected at each Annual Convention by the General Body.
- The Nominations and Elections Committee shall receive names of proposed candidates submitted in writing by any constituent association.
- The elections shall be by ballot.
- A plurality vote shall be elected.
- A tie vote shall be decided first by a re-vote, and then, if necessary, by casting a ballot.
- Only credentialed delegates or their authorized alternate may participate in the voting process.

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- Section 4. Credentials
- A Credentials Committee shall consist of four LASN active members,
- They shall be in good standing with NSNA, LASN, and their school SNA chapter.
- The committee shall be composed of four members, one from each region if possible, appointed by the LASN Board of Directors and the Parliamentarian.
- Their duties shall include:
 - Ensuring that each delegate is a member in good standing with their local constituent association and certified by that association.
 - Ensuring that each alternate delegate meets the same requirements as the delegate.
 - Authority to settle any disputes concerning the legitimacy of any delegate's credentials.

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- ARTICLE VI
- Meetings

Section 1. Annual Convention

- The Annual Convention of the Association shall be held for the purpose of holding an election, receiving reports, and conducting such other business as may

properly come before the General Body. The convention shall be held once a year at such time and place to be determined by the LASN Board of Directors with a goal of alternating between regions and / or coordinating with LSNA. LASN Board of Directors shall determine the time and place within the specific region. Notice of the meeting shall be sent to the president of each Constituent Association and other members of the General Body.

Section 1A. Dress Code

- Attendees are expected to be suitably attired and groomed during convention. Attendees should appear neat and professional at all times with clothing appropriate for any meeting with the board, vendors, or other professionals. Business casual is acceptable.
- Listed below is a general overview of acceptable business casual attire as well as a listing of some of the more common items that are not appropriate for convention.
- Acceptable- Polo shirts, business suits, dresses, casual pants or slacks
- Unacceptable- Shorts, t-shirts, sweat pants, tops with spaghetti straps, tank tops, jeans
- Any clothing, jewelry, or tattoo that conveys negative statement toward a race, gender, sexual orientation, age, religion, disability, or is otherwise harassing or offensive is forbidden.

Section 2. General body

- The General Body shall be a governing and voting body and shall be composed of certified delegates from Constituent Associations and members of the LASN Board of Directors. The Parliamentarian serves without voting privileges. The consultants serve as ex-officio members of the General Body.

Section 3. Business Sessions

- All business of the Annual Convention shall be conducted by, and before, the General body.

Section 4. Delegate Representation

- Voting delegate representation at the LASN Annual Convention and for all General Body Meetings shall be computed in the following manner:
 - BTN/Membership Director shall contact NSNA two weeks prior to the Annual Convention and request a membership listing. (Thus only members that have been completely processed [meaning check received and name placed on the NSNA membership roster] through NSNA by the two week deadline would be included on the membership list; members obtained after the two week deadline would count toward delegates at the next convention.
 - The BTN/Membership Director will then notify the constituent schools by way of by way of email or LASN website of the number of delegates allowed to be seated in the House of Delegates at the LASN Annual Convention.
 - Each Constituent Association in good standing with both LASN and NSNA shall be entitled to delegates based on their total membership as noted:

- 25 members or less: One (1) delegate;
 - 26 to 50 members: Two (2) delegates;
 - 51 to 75 members: Three (3) delegates;
 - 76 to 100 members: Four (4) delegates;
 - Over 100 members: One delegate for each portion of 25.
- For each voting delegate allotted, the Constituent Association shall be entitled to one alternate delegate, to serve in absence of the voting delegate.
- Voting delegates and alternate delegates must be members in good standing with their local Constituent Associations and certified by that Association.
- A credential committee shall be formed according to LASN Bylaws Article V, Section 4
 - A Credentials Committee shall consist of four LASN active members
 - They shall be in good standing with NSNA, LASN, and their school SNA chapter.
 - The committee shall be composed of four members, one from each region if possible, appointed by the LASN Board of Directors and the Parliamentarian.
 - Their duties shall include:
 - Ensuring that each delegate is a member in good standing with their local constituent association and certified by that association.
 - Ensuring that each alternate delegate meets the same requirements as the delegate.
 - Authority to settle any disputes concerning the legitimacy of any delegate's credentials.
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- Delegate representation to NSNA shall be based on the following:
 - The State Delegate and Alternate shall be selected by the LASN Board of Directors from those board members given funds by the Executive Board to attend NSNA Conventions.
 - LASN's Constituent Associations shall be entitled to delegate representation as determined by the NSNA House of Delegates or Board of Directors.
 - If a constituent school is unable to fill their delegation, said school should provide written authorization to the LASN Board of Directors requesting them to appoint one member of the LASN Board to act as a state-appointed delegate for their school chapter.
 - School chapter shall approve of the appointment.
 - The LASN Board of Directors shall verify that any state-appointed delegate is a member in good standing of the NSNA.

- A school chapter must have at least one selected and/or elected delegate present at the NSNA Convention in order to have a state-appointed delegate seated in the House of Delegates
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- If LASN contributes funds to any board member to attend any NSNA convention that board member shall serve the full term of their office in full accordance with their duties as spelled out in Article IV Officers and sign a contract stating such. Failure to complete their term or uphold their obligations will be considered a breach of the contract and shall result in the board member refunding all monies received from the LASN board.
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- Section 5. Privileges
- The privilege of making motions and voting shall be reserved to the General Body members, with voting privileges, as stand in Article VI, Section 2.
- A voting member shall have but one vote in any election or on any question.
- This vote must be exercised in person by the delegate or alternate, and in their absence, may not be assigned to, or exercised by, any other delegate or individual by means of a proxy or other written or oral assignments.
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- Section 6. Open Meetings
- All meetings of LASN shall be open unless otherwise stated in these Bylaws or voted closed by the General Body.
- Student members of LASN not part of the General Body may attend any open meeting of LASN. These members shall be seated separate from the General Body and may speak only once on each issue.
- Meetings of the LASN Board of Directors shall be closed meetings unless voted otherwise by the LASN Board of Directors.
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- Section 7. Quorum
- A quorum for the Annual Convention of the Association shall consist of at least four members of the LASN Board of Directors, one of whom shall be the LASN President or Vice President, one consultant, and 2/3 credentialed delegates attending convention, with a minimum of 1/2 of LASN constituent associations represented.
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- Section 8. Interim General Body Meetings
- General Body Meetings, between Annual Conventions of the Association, shall be held at such time and place as determined by the LASN Board of Directors.
- Notice of General Body Meetings, including time, place, and purpose, shall be sent to the President of each Constituent Association, by the Secretary of LASN.
- A quorum for the Annual Convention of the Association shall consist of at least four members of the LASN Board of Directors, one of whom shall be the LASN President or Vice President, one consultant, and 2/3 credentialed delegates attending convention, with a minimum of 1/2 of LASN constituent associations represented.

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- Section 9. Special Meetings
- A special meeting may be called by the LASN Board of Directors. A special meeting shall also be called by the President, upon written request of 1/3 or more of the Constituent Association.
- The voting body shall be the same, insofar as is possible, as that in the Annual Convention. Other members may attend and shall have only the privilege to speak once to each issue.
- A quorum for special meetings shall consist of at least four members of the LASN Board of Directors, one of whom shall be the LASN President, Vice President or one consultant; and at least one delegate, from a minimum of 1/3 of the Constituent Association.

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- Section 10. Council of Student Leaders (COSL)
- The annual meeting of the student leaders shall be held at a time and place as determined by the Board of Directors.
- The annual meeting shall be held for the purpose of receiving mid-year reports and conducting other business as may properly come before the board of directors and student leaders of each constituent association.
- The annual meeting of the faculty advisor workshop may be held at the same location and date as Council of Student Leaders (COSL).

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- ARTICLE VII
- Executive Board

- Section 1. Composition
- The LASN Board of Directors shall consist of the elected LASN Board of Directors and the appointed Parliamentarian.
- The appointed Parliamentarian shall serve without voting privileges.
- The Consultants shall serve as ex-officio members of the LASN Board of Directors. As ex-officio, they shall not hold voting privileges unless deemed necessary by the LASN Board of Directors.

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- Section 2. Powers
- All the powers of the Association are vested in and shall be exercised by the LASN Board of Directors during the interim between meetings of the Association, except that the Board shall not nullify nor modify any action taken by the General Body, in convention, and subject to the provisions of these Bylaws.

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- Section 3. Responsibility
- The LASN Board of Directors shall not be responsible for any contract, claim, or obligation of any kind incurred, for any position taken by any officer or member of the Constituent Association unless the same was duly authorized in writing by the LASN Board of Directors.

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- Section 4. Management
- Management by the LASN Board of Directors shall include the following duties:
- Review and approve the terms of official relationships with other organizations singly or in coalition.
- Approve any commitment in the form of action, statement of policy or position, or financial obligations involving LASN's relationships with other organizations or individuals.
- Approve the budget and provide the annual review of the Association's financial records at the close of the fiscal year, to be submitted to the General Body, in convention.
- Have the power to fill vacancies for the unexpired term, unless otherwise specified in these Bylaws.
- Have the power by a 3/4 vote to declare an office or position vacant.
- In case of an emergency, votes by referendum may be taken by the LASN Board of Directors, provided the material is sent in the same words to each member.
- Have such other powers assigned by the General Body, in convention.
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- Section 5. Meetings
- Regular meetings of the LASN Board of Directors shall be held immediately before and after the Annual Convention, and at such other times as deemed necessary by a majority of the Board. A majority board vote will determine the place and date of Board Meetings.
- The quorum shall be a majority of the voting members of the Board, including the LASN President or the Vice President, and one Consultant.
- Section 6. Executive Committee
- There shall be an Executive Committee of the LASN Board of Directors composed of the LASN President and two other elected State Officers and one Consultant, appointed by the LASN President.
- The Executive Committee shall have the power to transact Association business of an emergency nature only.
- The actions of the Executive Committee shall be fully reported by the President at the next regular meeting of the LASN Board of Directors.
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- ARTICLE VIII
- Consultants
- Section 1. Selection
- The LSNA Elected Consultant is appointed by the Board of Directors of LSNA in consultation with the LASN Board of Directors and shall serve for two years or until his/her successor is appointed.
- The LASN Elected Consultant shall be a graduate nurse, or graduating senior student, who was a member of the LASN Board of Directors or a State Committee and is elected annually at convention.
- The LASN Presidential Consultant is appointed by the President and shall serve a concurrent term with said LASN President.
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- Section 2. Duties
- The LSNA Elected Consultant shall:
 - Provide the interchange of information between LASN and LSNA.
 - Serve as a resource person for the LASN Board of Directors.
 - Attend all meetings of the LASN Board of Directors and the General Body.
 - Perform other activities deemed appropriate by the LASN Board of Directors.
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- The LASN Elected Consultant shall:
 - Serve as a resource person for the LASN Board of Directors.
 - Attend all meetings of the LASN Board of Directors and the General Body.
 - Perform other activities deemed appropriate by the LASN Board of Directors.
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- The LASN Presidential Consultant shall:
 - Serve as a resource person for the President.
 - Attend all meetings of the LASN Board of Directors and the General Body.
 - Perform other activities deemed appropriate by the LASN Board of Directors.
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- Voting:
 - The Consultants shall serve as ex-officio members of the LASN Board of Directors. As ex-officio, they shall not hold voting privileges unless deemed necessary by the LASN BOD.
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- ARTICLE IX
- Committees
- Section 1. Appointment
- The LASN Board of Directors, at its direction, shall establish committees deemed necessary to carry on the work of the Association and determine the functions, terms, and members of those committees, in addition to the Program and Standing Committees as outlined in Article IX, Sections 2 and 3.
- Chairpersons for each committee shall be appointed by the LASN Board of Directors and that Chairperson shall select for confirmation, by the LASN Board of Directors, members of the committee.
- A quorum for committee meetings shall be determined by a majority of the committee members.
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- Section 2. Program Committees
- The Program Committees of LASN, as appointed by the LASN Board of Directors, shall include, but are not limited to, the following with responsibilities as noted:

- Community Health Committee: This committee shall have charge of the development of new programs in community health for nursing students and the promotion of both new and existing programs among the constituent associations. This committee shall be chaired by a Region Directors and consist of the remaining Region Directors.
- Legislative Committee: This committee shall have charge of increasing legislative awareness on the part of each constituent association and LASN, as a whole. The committee shall also work with other politically active, professional nursing organizations, within the student role.
- Bylaws, Policies and Resolutions Committee: This committee shall have charge of reviewing annually the Bylaws and Policies of LASN and its constituent associations and, where necessary, make recommendations for revision. The committee shall also request resolutions from the LASN Board of Directors and the constituent associations. This committee shall be chaired by the Parliamentarian and consist of the Vice President and Horizon's Editor.
- Image of Nursing Committee: This committee shall have charge of educating the public and nursing students regarding the image of nursing; monitoring the media for the use of nursing images; and promoting a positive image of professional nursing. This committee shall be chaired by the Breakthrough to Nursing/Membership Coordinator and consist of the IT Director, Horizon's Editor, and the Historian.
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- Section 3. Standing Committees
- The Standing Committees of LASN, their duties and designated Chairpersons are as noted:
- Finance Committee This committee coordinates and oversees financial operations of the Association. This committee shall be chaired by the Treasurer and consist of the Vice President, Fundraising Coordinator, Secretary, and Elected Consultant or LSNA Consultant.
- Convention Committee This committee coordinates the Annual Convention. This committee shall be chaired by the Vice President and consist of the Fundraising Coordinator, Treasurer, and Breakthrough to Nursing/Membership Coordinator.
- Awards Committee Chair of the committee with other appointed members are responsible for the selection of recipients and presentation of awards as stipulated by the Bylaws and any other deemed appropriate by the LASN Board of Directors. This committee shall be chaired by the Historian and consist of the Breakthrough to Nursing/Membership Coordinator.
- Executive Committee This committee shall be chaired by the President and consist of the Vice President, Secretary, Treasurer, and Elected Consultant or LSNA Consultant.
- Scholarship Committee This committee interviews applicants and selects one recipient for each of the three scholarships given by LASN. This committee shall be chaired by the Treasurer and consist of the Historian.
- Nominations and Elections Committee This committee shall have charge of recruitment of nominees for the offices of the Louisiana Association of Student

Nurses. This committee shall also be responsible for establishment and revision of campaign guidelines. This committee shall be chaired by a Region Directors and consist of the remaining Region Directors.

- Credentials Committee This committee shall ensure that delegates for constituent Associations meet the requirements as set forth in Article V, Section 4. This committee shall be chaired by the Parliamentarian and consist of the Breakthrough to Nursing/Membership Coordinator.
- Disaster Committee This committee shall monitor disaster relief activities on the national, state, and school levels, develop educational workshops for students and the general public, and distribute guidelines for disaster preparedness. This committee shall be chaired by a Region Directors and consist of the remaining Region Directors.
- Fundraising Committee This committee shall be composed of Special Events Coordinator, Historian BTN, and the *Horizon's* Editor. This committee shall then choose a chair. This committee shall be chaired by the Fundraising Coordinator and consist of the Secretary, IT Director, Horizon's Editor, and Elected Consultant or LSNA Consultant.

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- ARTICLE X

- Official Publications

- The *LASN Horizons* shall be the official publication of this Association and shall be distributed to the members as one of the benefits of membership.

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- ARTICLE XI

- Parliamentary Authority

- All meetings of this Association shall be conducted according to the parliamentary law as set forth in Robert's Rule of Orders Newly Revised, where the rules apply and are not in conflict with these Bylaws.

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- ARTICLE XII

- Amendments

- Section 1.

- These Bylaws may be amended at General Body Meetings of the association and the Annual Convention by a 2/3 vote of those present and voting, provided that notice of the proposed amendments has been sent to the Constituent Associations at least four weeks prior to the meeting.

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- Section 2.

- Proper amendments shall be submitted in writing, carrying the proponent's signature, to the LASN Board of Directors for review, not later than the LASN Board of Directors meeting immediately preceding the opening of the Annual Convention.

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- Section 3.

- These Bylaws may be amended at the Annual convention by a 3/4 vote of those present and voting, provided that previous notice shall have been given of at least an earlier session of the same Convention. If prior notice has not been given, a 99% vote shall be required for amendment.
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- Section 4.
- Amendments to the Bylaws of LASN, adopted at the Annual Convention, which directly relate to the business of the Constituent Associations in the area of conformity, shall automatically and immediately effect the necessary amendments to the Bylaws of the Constituent Associations and shall promptly be incorporated into their Bylaws.
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- Section 5.
- Amendments to the bylaws of NSNA, adopted at the Annual Convention, which directly relate to the business of LASN in the area of conformity, shall automatically and immediately effect the necessary amendments to the bylaws of LASN and shall promptly be incorporated into LASN bylaws.
- - Article XIII
 - Authority
- These Bylaws shall be the official Bylaws of LASN replacing any previous versions, and to be
- amended only as stated in Article XII of this document.
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- - Revised by LASN BOD October 2017
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