



# STUDENT UNIT STANDING RULES

American Association of Family & Consumer Sciences  
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## **VISION AND MISSION STATEMENTS**

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### **Vision**

Individuals, families, and communities are achieving optimal quality of life assisted by competent, caring professionals whose expertise is continually updated through AAFCS.

### **Mission**

To provide leadership and support for professionals whose work assists individuals, families, and communities in making informed decisions about their well being, relationships, and resources to achieve optimal quality of life.

## **AAFCS Leadership Council**

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The Student Unit of AAFCS is guaranteed representation within the AAFCS Leadership Council (the governing body of AAFCS) through three student representatives. Students in these positions serve at-large and do not represent a specific geographical area.

### **Guidelines**

- Up to three members of the Student Unit officer team may attend as representatives of the Student Unit.
  - For continuity, it is preferred that at least one of the AAFCS Student Unit officers is in attendance at both the fall and summer Leadership Council.
  - In the event that three officers are not available to attend the Leadership Council, their designees shall be appointed in cooperation with the staff liaison.
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## STANDING RULES

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Individual student members of the American Association of Family & Consumer Sciences form the Student Unit of the Association. The Student Unit functions under standing rules prepared by a committee of advisors at a workshop in January 1954 and revised in 1961, 1969, 1977, 1980, 1981, 1986, 1992, 2003, 2006, and 2016.

### **Article I: Name**

The name of this unit shall be Student Unit of the American Association of Family & Consumer Sciences (AAFCS).

### **Article II: Object**

*Section 1.* The object of this section shall be to provide for and to promote the professional development of post-secondary students of family and consumer sciences or related subjects who are individual members of the American Association of Family & Consumer Sciences.

*Section 2.* This unit shall:

- Promote the AAFCS Strategic Direction.
- Provide the opportunity for developing family and consumer sciences leadership among student members.
- Provide experience to increase mutual understanding among people of all cultures.
- Become familiar with the history and explore the future of family and consumer sciences and AAFCS.
- Provide the opportunity to meet and know people who have attained recognition in the family and consumer sciences profession.
- Explore career opportunities and promote knowledge of the capabilities of family and consumer sciences professionals.
- Develop professional interests, which lead to active membership in the affiliate and national association.

### **Article III: Membership**

*Section 1.* A Student Unit member shall be a person:

- a. enrolled as a full-time student in a postsecondary program.

*Section 2.* The Student Unit of AAFCS will be formed by all individual student members of the Association. They shall be represented with the AAFCS Leadership Council by three Student Unit officers or their designees.

*Section 3.* Student Unit members shall pay annual dues at the rate of \$50.00.

### **Article IV: Officers**

*Section 1.* The elected student officers shall consist of a chair, chair-elect, first vice-chair, and vice chair of outreach and service.

*Section 2.* The functions of the officers shall be as follows:

#### ***The Chair shall:***

- Be responsible for the overall planning and leadership of the unit.
- Serve as the official voting representative of the Student Unit to the AAFCS board of directors (as needed).
- Serve and assign leadership of other officers to appropriate AAFCS committees at the discretion of the Board of Directors.
- Assume responsibility for the Student Unit program of work.
- Assume responsibility for the Student Unit Annual Conference program flyers.
- Preside at the annual Student Unit meetings.
- Appoint unit committees as necessary and act as an ex-officio member of them.
- Assist the officers as necessary and oversee the performance of their duties.
- Be responsible for an annual report of the unit to the AAFCS board of directors.

#### ***The Chair-elect shall:***

- Serve as parliamentarian for all business meetings of the unit to ensure that proper Robert's Rules of Order are being followed.
- Become familiar with the Association and its policies and procedures, the duties of the Student Unit chair, and the responsibilities of a member of the AAFCS board of directors.
- Be responsible for election of Student Unit officers.

***The 1st Vice-Chair shall:***

- Coordinate Student Unit articles to the *Journal of Family and Consumer Sciences*.
- Coordinate the collection of Student Unit information to be posted on the AAFCS web site and work with the staff liaison to make the information live on [www.aafcs.org](http://www.aafcs.org). Student Unit information should be reviewed on a regular basis (no less than once a month) and should be updated as needed.
- Coordinate the Student Unit Awards application and selection process.
- Be responsible for compiling national Student Unit-related directories.
- Be responsible for updating HUGS application forms as needed.
- Record and keep the minutes of the Student Unit meetings.
- Assume duties of Chair-elect if one is not elected.

***The 1<sup>st</sup> Vice-Chair of Outreach and Service:***

- Serve as a liaison between preprofessionals, graduate students, and professionals.
- Work to establish active partnerships with related family and consumer sciences organizations.
- Coordinate the annual Student Unit community service project at Annual Conference and the year-long project.
- Compile and update information on scholarships, fellowships, grants, and poster sessions.
- Serve on appropriate AAFCS Committees at the discretion of the Board of Directors.

***Officers shall:***

- Attend and participate in the AAFCS Leadership Council meeting (as assigned) and the annual conference in the summer.
- Be available to visit local and affiliate sections at the requesting group's expense.
- Present a report of officer activities at the annual Student Unit meeting.

*Section 3.* Vacancies in any Student Unit national offices, aside from that of chair, shall be filled at the discretion of the remaining officers after consultation with board and staff liaisons. A vacancy in the office of chair shall, in accordance with AAFCS procedure, be filled by the first vice-chair.

## **Article V: Elections**

*Section 1.* For purposes of election of officers:

- The application process and forms shall follow the Student Officer Handbook.

*Section 2.* To be eligible as a candidate for Student Unit national office a candidate shall be:

- A current student member of the American Association of Family & Consumer Sciences.
- A person who will be enrolled in college throughout the coming school year.
- If elected as chair-elect, must agree to a two-year leadership position. (One year as elect and one year as chair)

*Section 3.* Installation of officers shall take place at the Student Unit business meeting at the AAFCS Annual Conference. The newly elected officers will serve for one year from the time they are elected to unit office.

## **Article VI: Advisors**

*Section 1.* The advisors shall consist of a counselor (former national officer), and a staff liaison.

*Section 2.* The functions of the advisors shall be as follows:

The counselor shall:

- Be an outgoing officer, preferably the immediate past chair, who will remain in a national leadership advisory role for a period of one year. If the immediate past chair is unable to fulfill the duties of counselor, the current chair-elect will appoint another past national officer to fill the position.
- Provide support and encouragement for current officers and be available for support as needed.

The staff liaison shall:

- Establish the yearly budget of the student and inform/collect information from national staff for the unit.

## **Article VII: Meetings**

The meetings of the Student Unit shall be held at the time and place of, and shall be part of, the AAFCS Annual Conference.

## **Article VIII: Official Publications**

The official publications of the Student Unit shall be the *Journal of Family and Consumer Sciences*.

## **Article IX: Amendments**

*Section 1.* Revisions to the standing rules must be approved by a two-thirds vote of those in attendance at the Student Unit business meeting at the AAFCS Annual Conference. Information about proposed changes shall be available to electors at least one month prior to the Annual Conference. Revisions of the standing rules, other than editorial changes, shall be recommended by the Student Unit and then approved by the AAFCS board of directors.

## **Article X: Parliamentary Authority**

Robert's Rules of Order, Revised, shall govern this section in all cases to which they are applicable, subject to such rules as have been or may be adopted. (The standing rules of the Student Unit shall be consistent with the bylaws of AAFCS.)

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