

By-Laws of the Tennessee Athletic Trainers' Society

Revised January, 2011

ARTICLE I - MEMBERSHIP CLASSES

Section 1. CERTIFIED - ACTIVE

Qualifications for Membership:

Certified membership shall be open to individuals who are members of the National Athletic Trainers' Association (NATA) and/or the Tennessee Athletic Trainers' Society (TATS), National Athletic Trainers' Association Board of Certification (BOC), Certified Athletic Trainers (ATC) and must be licensed in good standing as an Athletic Trainer in the State of Tennessee. A member in this class must meet all requirements, laws, rules and regulations of and remain in good standing with the National Athletic Trainers Association (NATA) and/or the Tennessee Athletic Trainers' Society (TATS), National Athletic Trainers' Association Board of Certification (BOC) and the State of Tennessee by the Board of Athletic Trainers.

Certified – International members who meet the requirements of that respective NATA category will be considered as Certified members of TATS for the purpose of privileges.

Certified - Active members are entitled to vote on Tennessee Athletic Trainers Society (TATS) affairs and to hold TATS office.

Section 1a. CERTIFIED –INACTIVE/MILITARY

Qualifications for Membership:

A Member called up for active duty may request Military Inactive membership status for a maximum of 2 years. A copy of proof of active military service must accompany the request. A member in Military Inactive status remains a member in good standing, with all the rights and privileges of a regular member, but pays no dues. Upon discharge from the military or on the 2 year anniversary of his/her request, the member will return to their pre-military membership status by notifying TATS and/or NATA and by paying the appropriate dues amount. If the member does not contact NATA and/or TATS by the 2 year anniversary of his/her request, he/she will be changed to nonmember status.

Section 2. CERTIFIED - RETIRED

Qualifications for Membership

A Certified member who is eligible for retired status and who wishes to continue membership in TATS in the retired class must request change to this class through the NATA and/or TATS and inform the TATS Secretary. A Certified-Retired member shall also submit verification that he/she has retired their license to practice in State of Tennessee.

A Certified - Retired member who retires shall have the privilege of continuing membership without further payment of dues. Certified - Retired members are entitled to vote on TATS affairs. They may not hold a TATS Executive Board office but may serve on committees as members or as chair/co-chair persons.

Section 3. CERTIFIED - STUDENT

Qualifications for Membership:

Certified-Student membership shall be open to individuals possessing current BOC certification and in good standing with BOC who are enrolled as full-time graduate students working toward an advanced degree at an accredited

college or university. An individual may not be classified as a Certified-Student Member for a combined total of more than three years. Such certified - student must also be licensed as an Athletic Trainer in the State of Tennessee by the Tennessee Board of Athletic Trainers.

A member in this class must meet all requirements, laws, rules and regulations of and remain in good standing with both the BOC and the State of Tennessee.

If a person ceases to be a full-time student, he/she is not eligible for Certified - Student membership.

Certified - Student members may vote on TATS affairs; however they may not hold any TATS office. They may serve on a committee but may not serve as a chair/co-chairperson except on a student oriented committee approved by the Executive Board.

Section 4. ASSOCIATE

Qualifications for Membership:

Associate membership shall be open to individuals who are working professionally in athletics, education, research, medicine, or an allied health profession related to athletic training. An individual who has fulfilled the requirements to apply for the BOC certification examination and is not currently enrolled as a full-time student shall be eligible for the Associate membership category. In addition, the membership category of a Certified Member in good standing with NATA who has been placed on inactive status by BOC shall be changed to Associate Member.

Associate members are not entitled to vote on TATS affairs or to hold any TATS office. They may serve on a committee but shall not have any voting privileges or serve as a chair/co-chairperson.

Section 5. NON-CERTIFIED - STUDENT

Qualifications for Membership:

Non-certified-Student Membership shall be open to individuals meeting the following criteria:

1. Non-certified individuals enrolled as full-time graduate or undergraduate students in an accredited college or university; and
2. Individuals making progress toward the fulfillment of the requirements for BOC certification but have not completed such requirements.
3. An individual may be classified as a Non-certified-Student Member for a combined total of no more than eight years (undergraduate five, graduate three). After eight years, the individual must transfer to the Associate Member category.

If a person ceases to be a full time student, he/she is not eligible for Non-certified Student membership. Non-certified Student members are not entitled to vote on TATS affairs or to hold any TATS office. They may serve on a committee but shall not have any voting privileges or serve as a chair/co-chairperson.

Section 6. ADVISORY

Qualifications for Membership:

Physicians or allied healthcare professionals not meeting other membership classifications and who are directly associated with a sports program providing medical care are eligible for membership in this class. A Certified - Active or Certified- Retired member must nominate a prospective candidate for this membership. The nomination must be presented to the Secretary for approval by the Executive Board.

Advisory members are not entitled to vote on TATS affairs, to hold any TATS office or act as chair/co-chairperson. They may serve on a committee but shall not have any voting privileges.

Section 7. HONORARY

Qualifications for Membership:

An individual or group, such as a corporate sponsor, may be awarded Honorary membership status through the State Society only. A person who, by virtue of his/her actions and speech, shows profound interest in the athletic training profession and in enhancing its service to those in athletics shall be eligible for membership in this class. Nominations may be made only by a Certified - Active or Certified- Retired member and shall be directed to the Vice-President and chairperson of the and Awards Committee. The Committee will make recommendations to the Executive Board for approval.

Honorary members are not entitled to vote on TATS affairs or to hold any TATS office. They may not serve on any committees.

Section 8. CHANGE OF MEMBERSHIP CLASS

If a member changes their class of membership with the NATA and/or TATS, their certification status changes with the BOC or there is a change in the status of licensure as an athletic trainer in the State of Tennessee, the member is obligated to notify the Secretary of the Society of such change within thirty (30) days.

If a member is found by the Society to be in the wrong membership classification, he/she will be reclassified by the Secretary. This will be done without the member making a request for change. Should this occur, the Secretary shall notify the member within ten (10) days with an explanation for such change. A member may appeal this action in writing to the Secretary. The Executive Board will consider an appeal with a decision announced within thirty (30) days of receipt of the appeal.

ARTICLE II - MEMBERSHIP

Any person, regardless of class of membership, will meet the qualifications of their respective class as set forth in the By-Laws of TATS and the NATA. A person who is not a member of the NATA but wishes to be a member of the Society will submit a letter and application stating their desire to become a member to the Secretary of the Society. The Secretary, upon receiving such notification, will verify the applicant's qualifications and make a recommendation to the Executive Board for a vote. Acceptance or denial of membership will be based solely on the applicant meeting qualifications parallel to those outlined in the By-Laws of TATS the NATA.

ARTICLE III - DUES

Section 1.

Dues shall be collected on a yearly basis through the NATA. For non-NATA members, dues will be collected at or before the annual TATS Business Meeting.

Section 2.

Society dues shall be set in accordance with dues as established by the NATA.

ARTICLE IV - Governing Body: Election To and Removal From Office; Eligibility to Run for Office

Section 1.

The governing body of TATS shall be the Executive Board. It shall be comprised of those holding the offices of President, Vice-President, Secretary, Treasurer and three (3) Regional Representatives (East, Middle and West) of which each will be nominated by and voted for in election format by the voting membership of TATS. Chair/co-chairpersons of all standing committees will act as non-voting liaison members of the Executive Board. All Executive Board members shall be certified athletic trainers as set forth in Article I, Section 1 in these By-Laws. The Parliamentarian shall serve as a non-voting, ex-officio member of the Executive Board.

Section 2.

The Certified - Active Athletic Trainer and Certified - Retired members of TATS will propose nominations for TATS officers. The Secretary will announce upcoming regular elections and the call for nominations to the membership by mail and/or through applicable computer technology by April 1st prior to the end of the respective term of office. Nominations are to be made in writing to the TATS Parliamentarian or to a designated member of the Executive Board appointed by the President and approved by the Executive Board. Nominations shall close by April 20th and

ballots distributed to the membership by mail and/or applicable computer technology by May 1st. Voting shall be conducted in an orderly, efficient, equitable and secure manner. A ballot shall be sent to each Certified Member and shall be completed by May 15th. Election results shall be announced as soon as votes are verified and tabulated. Election of officers shall be by a majority vote (greater than fifty percent of votes cast).

Section 3.

In the event there is only one candidate nominated for any elected position and remains the only qualified candidate at the close of nominations, that candidate will assume office at the respective term of office without election proceedings.

Section 4.

In order to run for and hold an elected office of TATS a candidate must be must be a certified - active athletic trainer member of TATS as outlined in Article 1, Section 1 in these By-Laws. In addition:

a. Candidates for President or Vice-President must have served as a TATS officer in the ten year period immediately preceding the beginning of the election for the office they are seeking; or a candidate must have served as a committee chair or co-chair of a standing TATS committee for two years in the seven-year period immediately preceding the beginning of the election for the office they are seeking.

b. Candidates for Secretary or Treasurer must have served as a TATS officer in the ten year period immediately preceding the beginning of the election for the office they are seeking; or a candidate must have served as a committee member of a standing TATS committee for four years in the seven-year period immediately preceding the beginning of the election for the office they are seeking.

c. Candidates for Regional Representative must have been a certified-active member of TATS for two years in the seven-year period immediately preceding the beginning of the election and shall be current legal residents of their respective regions as defined in Article X during that two year period.

d. Years of service will be determined from the actual date that the candidate took the office of the respective requirement to the date of the election for the office that they are seeking.

Section 4.

The newly elected officers will take office and begin their terms in January at the TATS Annual Meeting. Officers elected as a result of special elections shall assume office as set forth in Article V, Section 3 in these By-Laws.

ARTICLE V - SPECIAL ELECTIONS: VACANCIES OF THE OFFICES OF PRESIDENT, VICE-PRESIDENT, SECRETARY AND/OR TREASURER:

Section 1.

Should the office of President become vacant during his/her respective term, the Vice-President shall assume the office of President for the remainder of the term.

Section 2.

Should any of the offices of Vice-President, Secretary, Treasurer and/or Regional Representative become vacant during their respective terms, or with the simultaneous vacating of both the President and Vice-President offices, a special election shall be held and a new officer chosen within sixty days of said office being vacated. Such special election will be called for by the Executive Board. Nominations will be asked of the membership by mail and/or with the advance of applicable computer technology through online means. The nomination period will be open for thirty days after which elections will take place immediately by mail and/or with the advance of applicable computer technology through means of online voting. The person elected shall serve in the respective office for the remainder of the term until the next regularly scheduled election. In any event that an office is vacant, the newly elected official will take office immediately.

Section 2a.

In the event that there are more than two candidates for an elected office and no one candidate receives a majority of votes (greater than 50 percent of votes cast), there shall be a run-off election between the top two candidates

receiving the most votes. Said run-off election shall take place within 30 days after the close of the regular election period

Section 3.

In the case where it is known in advance that an elected official will be leaving office for any reason, a special election may take place immediately instead of waiting for the respective office to be vacated. Nominations will be asked of the membership by mail and/or with the advance of applicable computer technology through online means. The nomination period will be open for thirty days after which elections will take place immediately by mail and/or with the advance of applicable computer technology through means of online voting. Any person elected in this manner shall take office at the time the vacating officer officially leaves office.

Section 4.

An officer elected by special election or assuming office as outlined in Article V, Section 1 of these By-Laws shall serve for the remainder of the term of office that they are filling. Upon becoming an officer in this manner, he/she can still serve two consecutive elected terms of office in that respective office if there is less than one year remaining in the previous officer's term. Should the new officer assume the vacated position in the second year of office then he/she may only run for election in that respective office for one additional term.

Section 5.

With the exception of the office of President, should a vacancy occur in an office after a regular election has been held, then the vacant office shall be filled by the respective officer-elect.

Section 6.

Any officer may be impeached and removed from office on the following grounds: embezzlement, malfeasance in office, or actions contrary to or in violation of the Constitution and/or these By-Laws. Before impeachment proceedings can be instituted, a brief containing the charges shall be drawn up and presented by a TATS certified member to the Executive Board sitting in executive session. The aforementioned brief must then be adopted by a majority vote of the Executive Board prior to the formal presentation of the charges to the membership. Impeachment and removal from office of any officer shall require a two-thirds vote of the voting membership present at the TATS Annual Business Meeting.

Section 7.

In the event of a declaration by the President of the United States or the Governor of Tennessee of a state of emergency due to a natural disaster or other event in the State of Tennessee, the Executive Board shall have the power to enact emergency suspension or delay and rescheduling of elections. The Executive Board shall reschedule election proceedings to be completed within ninety (90) days of such declaration in order to ensure maximum electorate participation; to provide a safe and orderly procedure for persons seeking to exercise their right to vote; to minimize to whatever degree possible a person's exposure to danger during declared states of emergency; and to protect the integrity of the electoral process.

ARTICLE VI - PRESIDENT OF THE TENNESSEE ATHLETIC TRAINERS' SOCIETY

Section 1.

Term of Office: Two years. May not serve more than two consecutive terms.

Section 2.

Functions and Responsibilities:

1. Serves as the official spokesman for the Executive Board and the TATS concerning public relations and speaking engagements for the membership.
2. Calls all meetings of the Executive Board as deemed necessary and advisable.
3. Presides over all meetings and activities of the Executive Board.
4. Presides over all TATS Business Meetings.
5. Represents a tie-breaking vote on the Executive Board and votes only in the event of impasse.
6. Keeps the Executive Board informed about TATS affairs between Board meetings.
7. Serves as ex-officio member on all committees of TATS.
8. Appoints all committee chair/co-chairpersons with agreement and approval of Executive Board.

9. Appoints with agreement and approval of the Executive Board all representatives of TATS to allied organizations (TMA, TSSAA, etc.)

ARTICLE VII - VICE PRESIDENT OF THE TENNESSEE ATHLETIC SOCIETY

Section 1.

Term of Office: Two years and may be re-elected.

Section 2.

Functions and Responsibilities: The Vice President has the following responsibilities:

1. Assumes the office of President as prescribed in the Constitution of TATS.
2. Oversees the arrangement of the Annual Business Meeting each year.
3. Represents the President in matters consistent with his/her functions when he/she is not available.
4. Will serve as an ex officio member of TATS honors and Awards Committee and oversee the awards nomination and selection process.
5. Will serve as an ex officio member of the Society's Corporate Giving Committee.
6. Carries out any additional duties as assigned by the President.

ARTICLE VIII - SECRETARY OF THE TENNESSEE ATHLETIC SOCIETY

Section 1.

Term of Office: Two years and may be re-elected. by mail.

Section 2.

Functions and Responsibilities:

1. Record and maintain accurate minutes of every Executive Board and general membership meeting
2. Submits for approval to the general membership at each general business meeting.
3. Verify eligibility and maintain all membership information, records and directories.
4. Handle all correspondence other than items of a financial nature of TATS.
5. Carry out any additional duties as assigned by the President.

ARTICLE IX - TREASURER OF THE TENNESSEE ATHLETIC TRAINERS SOCIETY

Section 1.

Term of Office: Two years and may be re-elected.

Section 2.

Functions and Responsibilities:

1. Accounting of all financial transactions of TATS including deposits, withdrawals, investments and other related matters.
2. Collect dues, pay bills and maintain accurate bookkeeping records.
3. Submit financial records for approval of the general TATS membership at each general membership business meeting.
4. Handle all financial correspondence of TATS.
5. File all applicable Federal, State and local tax and revenue statements and forms.
6. Carry out any additional duties as assigned by the President.

ARTICLE X – REGIONAL REPRESENTATIVES(S) OF THE TENNESSEE ATHLETIC TRAINERS SOCIETY

Section 1.

Term of Office: Two years and may be re-elected. One Representative shall be elected from each region as defined below.

Section 2:

Functions and Responsibilities:

1. Act as Liaison for TATS General membership for the assigned Region
2. Function as a voting member of the Executive Board
3. Keep assigned region members informed of any changes or updates occurring in TATS
4. Carry out any additional duties assigned by the President.

Section 3.

Definition of Regions: Regions will be divided based on the Grand Divisions as defined in Tennessee Code Annotated, Title 4, Chapter 1, Part 2, *Grand Divisions and State Capital*

Eastern Grand Division shall include the following counties: Anderson, Bledsoe, Blount, Bradley, Campbell, Carter, Claiborne, Cocke, Cumberland, Grainger, Greene, Hamilton, Hamblen, Hancock, Hawkins, Jefferson, Johnson, Knox, Loudon, McMinn, Marion, Meigs, Monroe, Morgan, Polk, Rhea, Roane, Scott, Sevier, Sullivan, Unicoi, Union and Washington.

Middle Grand Division shall include the following counties: Bedford, Cannon, Cheatham, Clay, Coffee, Davidson, DeKalb, Dickson, Fentress, Franklin, Giles, Grundy, Hickman, Houston, Humphreys, Jackson, Lawrence, Lewis, Lincoln, Macon, Marshall, Maury, Montgomery, Moore, Overton, Pickett, Putnam, Robertson, Rutherford, Sequatchie, Smith, Stewart, Sumner, Trousdale, Van Buren, Warren, Wayne, White, Williamson, and Wilson

The Western Grand Division shall include the following counties: Benton, Carroll, Chester, Crockett, Decatur, Dyer, Fayette, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Lake, Lauderdale, McNairy, Madison, Obion, Perry, Shelby, Tipton and Weakley

ARTICLE XI - PARLIAMENTARIAN

Section 1. Selection: Appointed by the President with agreement and approval of Executive Board. Must be a Certified member of TATS must have a thorough knowledge of parliamentary procedure, Robert's Rules of Order and a working knowledge of TATS operations.

Section 2. Term of Office: Subject to yearly review by Executive Board.

Section 3. Functions and Responsibilities:

1. Charged with keeping the Executive Board and annual business meetings operating under parliamentary procedure as prescribed by the Robert's Rules of Order.
2. Oversight of elections, gathering of nominations for office, and the receipt, tabulation and verification of votes cast for the election of officers.

ARTICLE XII - COMMITTEES

Section 1.

Selection of Chair/Co-person: Appointed by the President from the Certified-Active membership of TATS with agreement and approval of the Executive Board.

Section 2.

Term of Office for chair/co-chairperson: Two years and may be reappointed with approval of the Executive Board. The President may at any time, with the approval of the Executive Board, remove or make changes to any committee leadership or its members.

Section 3.

Committee Members: The number of committee members will be determined to form a workable group at the discretion of the committee chairperson with the approval of the Executive Board.

Section 4.

Selection of Committee Members: Recommended by the Chair/Co-chairperson and appointed by the President with

the approval of the Executive Board from the Certified – Active, Certified – Retired, Certified – Student, Associate or Advisory membership of the Society.

Section 5.

Term of Office for committee member: One year and may be reappointed with approval of the Executive Board.

Section 6.

General Functions and Responsibilities of Committees:

1. Accepts roles and responsibilities as set forth by the President and approved by the Executive Board.
2. Will function as a non-voting member of the Executive Board.
3. Reports to the President and the Executive Board on a timely basis the committee's progress, needs and recommendations for the welfare, growth and protection of TATS.
4. Will be fully responsible for operating within the standards of professional conduct as set forth for individuals by the BOC and the applicable laws, rules and regulations of the State of Tennessee.
5. Will be prepared to present to the general membership in a format dictated by the Executive Board a report of activities at the annual business meeting.
6. Will function under the complete direction of the Executive Board.

ARTICLE XIII – COMPENSATION OF EXECUTIVE BOARD MEMBERS

All persons serving as officers, regional representatives or committee chairs and/or members of the Executive Board shall serve without salary or compensation with the exception of reimbursed expenses approved by the Executive Board in accordance with TATS's policy and procedures.