

## **PREAMBLE**

We, the members of the Armed Forces Athletic Trainers Society [AFATS], in order to embody common goals and become more unified in advancing, encouraging, and improving the athletic training profession so that we might provide a means for achievement within our profession, do establish this Constitution for the Armed Forces Athletic Trainers' Society. (Jan. 25, 2003)

Updated June 17, 2021

## **CONSTITUTION OF THE Armed Forces Athletic Trainers' Society**

### **Article I - Name**

The name of this organization here and after shall be the Armed Forces Athletic Trainers' Society, herein referred to as AFATS.

### **Article II - Objectives**

1. To provide a safer environment and increased health care for all members of the US Armed Forces in the United States Military.
2. The advancement, encouragement, and improvement of the athletic training profession in the military.
3. To better serve the common interest of its members and the community by providing a means for exchange of ideas within the profession.
4. To enable members to become better acquainted personally and professionally through casual good fellowship.

### **Article III - Membership**

Section 1. All Members of AFATS, except the Advisory, Allied, Honorary, and Student, must be certified and in good standing with the Board of Certification for the Athletic Trainer (BOC). Other qualifications necessary for the various membership classes are indicated in the By-laws.

Section 2. Each applicant for membership shall sign an application stating the desire and intention to become a member, to advance its best interests in every reasonable manner, and to accept as binding upon himself its Constitution and By-laws.

Section 3. All members shall be obligated to pay dues as indicated by the By-laws.

Section 4. Non-payment of dues, four (4) months past due, shall be cause of membership

suspension.

Section 5. No one may hold membership in more than one category.

#### **Article IV - Organization**

Section 1. The governing body of this society shall be the Executive Committee.

Section 2. The Executive Committee of this society in order of seniority shall consist of the President, President-Elect, Secretary, Treasurer, and Past-President.

Section 3. The President, President-Elect, Secretary, Treasurer, and Past-President shall be elected for terms by a majority of received votes of the voting membership. The President-Elect will automatically assume the office of President immediately after the conclusion of the President's term in office prescribed by the By-laws.

Section 4. The President: Shall subsequently have served as President-Elect for a period of no more than two (2) years. The President shall assume his/her duties at the annual business meeting.

Section 5. The President-Elect: Shall be elected by a majority of received votes of the eligible voting membership. The term of office shall be two (2) years. The President-Elect will assume the duties of President upon completion of his term.

Section 6. The Secretary: Shall be an appointed position for a term of three (3) years; and may serve up to three (3) terms unless the officer resigns or is dismissed.

Section 7. The Treasurer: Shall be an appointed position for a term of three (3) years; and may serve up to three (3) terms unless the officer resigns or is dismissed.

Section 8. Any vacancy in the office of the President shall be filled for the unexpired term by the President-Elect.

Section 9. Any vacancy in the offices of the President-Elect or Secretary Treasurer shall be filled as indicated by the By-laws.

Section 10. During the absence of the President, the President-Elect shall assume the duties of the President pro-tempore.

Section 11. Branch Liaisons – Shall be an appointed position for a term of two (2) years; and is eligible for limitless reappointments with approval of the Executive Committee.

Section 12. Removal of Officers, Liaisons, or committee members: All officers may be

impeached and convicted on the following grounds: Embezzlement, mis, mal, or non-feasance in office, and actions contrary to, or in violation of this Constitution and its By-laws. Impeachment proceedings shall be carried out in accordance with the By-laws.

Section 13. Committees: All committees will be appointed by the Executive Committee with the purpose of acting in an advisory and fact-finding capacity to the membership and Executive Committee.

### **Article V - Meetings**

Section 1. The Annual Meeting of the AFATS shall be held each year at a time and place set by the Executive Committee.

Section 2. The Executive Committee may call for meetings of the membership at other times to meet the objectives of the society.

### **Article VI - Amendments to the Constitution**

Section 1. All proposed amendments to the Constitution should be submitted to the Secretary at least six (6) weeks prior to the Annual Meeting.

Section 2. All proposals shall be submitted to the Executive Committee for approval. Approval of a proposed change must be by a majority of the Executive Committee.

Section 3. The Executive Committee may adopt emergency by-laws as indicated in the By-laws.

## **BYLAWS OF THE Armed Forces Athletic Trainers' Association**

### **Article I - Membership**

#### A. Membership Classes

The classification of members shall be in accordance with the following criteria:

1. Certified Individuals must be certified and in good standing with the Board of Certification for the Athletic Trainer (BOC). Certified members must also be meet at least one (1) of the following criteria: current active duty, reserve, or national guard service member in the US Armed Forces; a veteran (honorably discharged) of the US Armed Forces; an employee working with or for the DOD or with or for one (1) or more of the US Armed Forces; spouses of current service members.

## 2. Retired

- (a) A Certified member or an Associate member who retires because of age shall have the privilege of continuing in the class of membership held at the time of retirement without further payment of dues.
  
- (b) A Certified or Associate member who is eligible for Retired status and who wishes to continue membership in the NATA in the Retired classification must request change to this class through the Secretary of the District in which he/she is a member.
  
- (c) A Retired-Certified member shall continue to have the privilege of voting.

3. Advisory: Physicians and other paramedical personnel who are active in the field of athletic training and sports medicine.

4. Allied: This membership is open to individuals whose business interest is related to athletic training or athletics in general.

5. Honorary: Individuals who by virtue of their acts and speech show profound interest in the profession of athletic training and in enhancing its service to those in athletics, shall be eligible for membership in this class. All nominees for honorary membership must be approved by the Executive Committee.

6. Student :Any undergraduate or graduate athletic training student who is a member of the NATA and enrolled in an ATEP program, or a BOC certified graduate student.

## B. Selection of Members

Candidates for membership shall fill out an application and forward it with their dues to the Secretary. The Executive Committee has final authority on membership classification.

## C. Rights of Members

- 1. Certified and Retired members shall be entitled to all membership privileges including the right to vote, hold office and committee appointments.
  
- 2. Advisory, Allied, Honorary, and student members have the right to hold committee member appointments and to attend meetings with the right to speak, but not to make motions or vote.

## D. Dues

1. All members of the AFATS shall pay dues amounting to no more than one hundred (\$100) dollars per year.
2. Dues become payable on March 1 for the calendar year. If dues aren't paid by April 15, the member becomes delinquent.
3. If dues are not paid by July 1, the member is suspended.

## **Article II - President**

- A. Selection: Elevated to this position from President-Elect.
- B. Term of office: Two (2) years. May not be elected to consecutive terms.
- C. Functions and Responsibilities:
  1. Serves as official spokesperson for the Executive Committee.
  2. Calls all meetings of the Executive Committee as deemed necessary and advisable.
  3. Presides over all meetings of the Executive Committee.
  4. Presides over all meetings of the AFATS.
  5. Implements the mandates and policies of the AFATS as determined by the Executive Committee.
  6. Keeps the Executive Committee informed about AFATS affairs between Executive Committee meetings.
  7. Serves as ex-officio member of all AFATS Committees.
  8. Appoints with a majority agreement of the Executive Committee all committee members.
  9. Appoints with a majority agreement of the Executive Committee all representatives of the AFATS to allied organizations.
  10. Transacts all business for and on behalf of the AFATS, subject to the provisions of the Constitution and By-laws.
  11. Accepts this job as a non-paying position.
  12. Breaks voting ties of the Executive Committee.

### **Article III – President-Elect**

- A. Selection: Elected by a majority of received votes of the eligible voting membership.
- B. Term of office: Elected for a four (4) year term. Two (2) years as President-Elect and two (2) years as President.
- C. Functions and Responsibilities:
  - 1. Serves as President Pro-tempore in the absence of the President.
  - 2. Serves as a member of the Executive Committee.
  - 3. Serves as elections officer.
  - 4. Serves as parliamentarian of all meetings, overseeing order, rules, policy, and regulations.
  - 5. Oversees special committees, special positions, and branch liaisons.
  - 6. Accepts this job as a non-paying position.

### **Article IV – Past President**

- A. Selection: Automatically appointed upon completion of term as President.
- B. Term of office: Serves two (2) years.
- C. Functions and Responsibilities:
  - 1. Assists President in the operation of the organization as needed.
  - 2. Serves as a member of the Executive Committee.
  - 3. Accepts this job as a non-paying position.

### **Article V – Secretary**

- A. Selection: Appointed by a majority popular vote of the eligible voting membership.
- B. Term of Office: Three (3) year term unless officer resigns or is dismissed.
- C. Functions and Responsibilities:
  - 1. Serves as a member of the Executive Committee.

2. Records minutes of all Executive Committee meetings and distributes necessary information to the AFATS membership. Records minutes of all Association meetings and distributes them to Association members.
3. Conducts the official correspondence of the AFATS including such matters as notifying members of meetings, officers of their election, committee persons of their appointment, and transactions between the AFATS and all other organizations.
4. Maintains a current and accurate mailing list using the employment address whenever possible and keeps the official records of the AFATS membership.
5. Maintains a record of committee chairpersons, committee members, and members of the Executive Committee.
6. Provides the President with a detailed order of business, including reports and announcements, prior to each Executive Committee and business meetings.
7. Brings to each meeting a copy of the Constitution and By-laws, voting membership roll, and a list of all standing and special committees.
8. Accepts this job as a non-paying position.
9. Collects dues and other special assessments from the AFATS membership.
10. Notifies all members of delinquent dues April 15.
11. Notifies all suspended members July 1.

#### **Article VI – Treasurer**

- A. Selection: Appointed by a majority popular vote of the eligible voting membership.
- B. Term of Office: Three (3) year term unless officer resigns or is dismissed.
- C. Functions and Responsibilities:
  1. Serves as a member of the Executive Committee.
  2. Serves as custodian of all records, books, papers, and documents belonging to AFATS.
  3. Maintains a summary report of financial records from the Treasurer.
  4. Provides the President with a detailed order of business, including reports and announcements, prior to each Executive Committee and business meetings.

5. Accepts this job as a non-paying position.
6. Commits AFATS to no financial obligations in excess of its available financial the resources.
7. Serves as custodian of all financial records belonging to AFATS.
8. Submits a financial record to the Executive Committee prior to all AFATS meetings and upon request.
9. Submits a financial report to the AFATS membership at all AFATS annual meetings.
10. Maintains a permanent and accurate record of all receipts and disbursements of the AFATS.

#### **Article VII - Executive Committee**

- A. Vacancies: Vacancies created by death, resignation, removal, or distribution of responsibilities within the remaining Executive Committee members until the next Annual business meeting. The vacancy shall be filled by a majority of received votes of the eligible voting membership at the next Annual meeting.
- B. Qualifications: Only Certified members in good standing in the BOC can be elected to positions on the Executive Committee.
- C. Duties:
  1. The Executive Committee shall carry out the mandates and policies of the AFATS as determined by the membership.
  2. Subject to the provisions of these By-laws, the By-laws of the National Athletic Trainers' Association, the BOC, and all resolutions and enactments of the membership, the Executive Committee has full power and complete authority to perform all acts and to transact all business for and on behalf of the AFATS.
  3. The Executive Committee shall meet at regular intervals with a minimum of two (2) Executive Committee meetings a year. A majority shall constitute a quorum. Meetings may consist of:
    - a. In person
    - b. Conference Call
    - c. Other electronic mediums used for real-time communication.



4. The Executive Committee shall bring before the members at any regular or special meeting, or by correspondence, communications from the AFATS for their information, opinion, and/or vote.
5. The Executive Committee shall make a report to the membership at each meeting.

#### D. Election of Executive Committee Members

1. The President-Elect will act as election officer for each election. All nominations for Executive Committee positions shall be submitted to the elections officer a minimum of six (6) weeks prior to the elections. The elections officer will determine the eligibility of the nominees, and then inform the membership of the nominees for each office. The elections officer and the remaining senior officer will then preside over the counting of ballots and will make a report to the current Executive Committee on the outcome of the elections.
2. If the President-Elect office is vacant, the President will immediately appoint a new elections officer from the remaining officers. If this elections officer is nominated and runs for office, the President will assume the duties of election officer until a new elections officer is elected.

### **Article VIII – Armed Forces Liaisons**

- A. Each branch of the Armed Forces will have a representative liaison.
  1. Army Liaison
  2. Navy Liaison
  3. Air Force Liaison
  4. Marine Corps Liaison
  5. Coast Guard Liaison
  6. Space Force, European Liaison, Pacific Liaison
- B. Selection of the Chairperson: Appointed by the President with the approval of the Executive Committee.
- C. Term of Office: Two (2) years and may be reappointed with the approval of the Executive Committee.

D. Committee Members: The number of Committee members will be determined by the Committee Chairperson to form a workable group.

E. Selection of Committee Members: Recommended by the Chairperson and approved by the Executive Committee.

F. Term of Office for Committee Members: Two (2) years and may be reappointed with the approval of the Executive Committee.

G. Functions and Responsibilities:

1. Solicit suggestions from membership and conduct annual review of the By laws.
2. Make recommendations to the Executive Committee regarding revisions of the By-laws.
3. Keep abreast of current business concerning issues within their representative branch and how they relate to the profession of athletic training in the AFATS.
4. Make reports to the Executive Committee at each Executive Committee Meeting.

#### **Article IX - Special Committees / Positions**

Special committees shall be established by the Executive Committee as needs arise in response to organizational concerns, with the nature and responsibilities to be specified at that time.

#### **Article X - Amendments to the By-laws**

Section 1. All proposed amendments to the By-laws shall be submitted to the Executive Committee for majority approval and presentation to the voting membership.

Section 2. By-laws of an emergency nature may be submitted to and acted upon a majority vote of the Executive Committee.

Section 3. Emergency By-laws must be approved by 2/3 of the voting membership present (or received) at the next annual meeting to remain in effect.

#### **Article XI - Impeachment Procedures**

Before impeachment proceedings can be instituted, a brief containing the charges and with the name of the person or persons preferring charges, shall be drawn up and presented to the unaffected members of the Executive Committee sitting in executive session. The aforementioned brief must then be adopted by the remaining members of the

Executive Committee by a unanimous vote prior to the formal presentation of the charges. Impeachment of any officer shall require a two-thirds (2/3) vote of all received votes by the eligible voting members. Need to discuss proceedings for a Liaison or committee member. (suggestion: Impeachment of any liaison or committee member shall require a 2/3 vote of the Executive Committee).