

Rocky Mountain Athletic Trainers' Association Student Senate Policies and Procedures (2019-20)



Article I – Mission of the Student Senate

- 1.1 The mission of the RMATA Student Senate is to facilitate student communication and relationships, organize educational programs, and orchestrate professional opportunities for student members of the RMATA to network, gain knowledge and become confident leaders.

Article II – Role and Function of the Student Senate

- 2.1 The primary purpose of the Student Senate is to facilitate and improve communication among student members in the RMATA.
- 2.2 The secondary purpose of the Student Senate is to develop, plan, and execute educational programs and social functions for professional student members attending the RMATA annual clinical symposium.
- 2.3 Senators will serve as a liaison between the state presidents and student members in their respective state, and the RMATA.
- 2.4 Opportunities created and orchestrated by members of the RMATA Student Senate are intended to educate, network and advance students within the profession of Athletic Training.

Article III – Structure and Responsibilities of Senator Positions

3.1 Senate Chair:

- The responsibility of the chair is to communicate information obtained from the NATA-SLC District 7 representative to the RMATA student membership and oversee all senate activity.
- The Chair will organize meeting agendas and forward them to senators at least 48 hours in advance as well as moderate all monthly conference calls.
- The Chair in coordination with the Vice Chair will moderate the Robert Ryan Student Symposium held in conjunction with the RMATA Annual Clinical Symposium.
- The chair will work with the Vice-Chair and fellow Senators to develop and host a fall event.

3.2 Senate Vice-Chair:

- The responsibility of the vice-chair is to preside over the Senate's proceedings when the Chair is unavailable and assist the Chair where needed.
- The Vice Chair will work in coordination with the Chair to moderate the Robert Ryan Student Symposium.

- Vice-Chair will take minutes at all meetings and contact senators regarding any assignments made during said meetings. The Vice-Chair will also maintain electronic copies of all agendas and minutes.
- Monthly meeting agendas will be updated within 24 hours post-meeting and available within the RMATA Student Senate 'CC Minutes' folder, on the RMATA committees page, under Student Leadership committee.
- Vice-Chair will be responsible for contacting all senators with information regarding the date and time of all meetings and conference calls.

3.3 Senators:

- Senators are expected to attend all Senate conference calls. Senators unable to attend must appoint someone from their state to be present on their behalf.
- Senators have the responsibility to complete all assignments given to them in a timely manner.
- Obtain a current list of RMATA student members within their respective state and communicate and disseminate information.
- It is the duty of the senators to remain educated on current issues surrounding athletic training in their respective state and report on during conference calls. They should listen in on state conference calls and attend state meetings when invited.
- Senators are responsible for communicating directly with their state presidents regarding state or district news.
- Senators will perform the following duties as assigned by the Senate Chair or Vice Chair
 - Moderator for the annual student symposium
 - Photographer
 - Outreach co-ordinator
 - Other
- See Article 5.1 for requirements of senators

3.4 Student Senate Advisor:

- An RMATA Board appointed position.
- The role of the Student Senate Advisor is to provide support and guidance to the Student Senate, to represent the Student Senate to the RMATA BOD, and to give ideas, provide insight and encourage senators.
- Maintain regular communication with the Senate Chair, Vice Chair and state presidents.
- Forward Student Senate applications to respective presidents.
- Contact student representatives, once selected by state presidents.
- Maintain information on the RMATA student webpage

3.5 Young Professional Co-Senate Advisor:

- An RMATA member, and a current member of the NATA Young Professionals.
- The role of the Co-Senate Advisor will be to assist the Senate Advisor, help provide support and guidance to the student members.
- Provide information about the NATA Young Professionals committee

Article IV – Membership

- 4.1 A total of 10 students will comprise the RMATA Student Senate. Each state president will select 2 senators from applications that meet the criteria in Article 5.1 and that have been forwarded from the Senate Advisor.
- 4.2 If a state does not have a minimum number (2) of qualified application, the state president can put a call out or direct appoint qualified students.
- 4.3 All senators will need to reapply for their position annually.

Article V – Selection of Senators

- 5.1 Potential senators must apply for selection to the senate. Each state president will review applications and select two member from their state to serve on the senate as detailed above. All applying students must meet the following criteria:
 - Be enrolled in a CAATE accredited Professional Athletic Training Education program in District 7 **or** attending a college or university with the intent on becoming BOC certified in the state of Wyoming.
 - Be a NATA and RMATA member.
 - Have an NPI number.
 - Be able to attend the annual RMATA annual clinical symposium each year during their term, attend conference calls and effectively complete work assignments.
 - Communicate regularly with their state president.
- 5.2 Applications to serve on the RMATA Student Senate can be found on the RMATA student page. All application will be submitted to Student Senate Advisor who will foreword to respective state presidents for selection to the senate. Once each state president has made their selection, those selections will be sent to the Student Senate Advisor who will then contact the student.
- 5.3 New Senator must be selected by July 1st each year.
- 5.4 If a Senator would like to remain on the senate for a second year, they still must apply, and be reappointed.

Article VI – Election of Student Senate officers

- 6.1 The Student Senate officers will consist of the Senate Chair, Vice-Chair.
- 6.2 Election of the Student Senate Chair and Student Senate Vice- Chair will be through voting of the Senators annually.
- 6.3 Elections for Senate Chair and Vice-Chair will take place after July 1st and will be organized by the Senate Advisor.
- 6.4 All voting will be done anonymously, and each position will be decided based on majority vote. In the situation of a tie, the Senate Advisor will determine who will hold the position.

Article VII – Senator Vacancies

- 7.1 In the event of an unscheduled vacancy of a senator, a call for applications will go out, and application will be submitted directly to the Senate advisor. Selection will be made directly by the advisor to complete the term of the vacant position.

7.2 In the event of an unscheduled vacancy of the chair, the vice chair will become the Senate Chair and the senate will select a new vice chair.

In the event of an unscheduled vacancy of the vice-chair, the senate will elect the replacement, from sitting senate members.

Article VIII – Operations and Procedures

8.1 The senate will meet monthly via conference call beginning in September and continue monthly until the annual symposium. Calls will be organized and moderated by the Senate Chair and all information will be distributed to senators in advance to the meeting. Senators will report on their respective states and status of their assignments.

8.2 The senate will meet in person once each year at the RMATA Annual Clinical Symposium following the Robert Ryan Student Symposium.