**ARTICLE I - IDENTIFICATION**

Section 1: Name

The name of the organization shall be "(Student Society of Cannabis Pharmacists - *school name here*)"

Section 2: National Affiliation

(Student Society of Cannabis Pharmacists - *school name here*), hereinafter referred to as "The Society," shall be affiliated with the International Society of Cannabis Pharmacists also known PHARMACAN as filed in the state of Oregon, hereinafter referred to as “ISCPh”.

**ARTICLE II - PURPOSE**

The Society is formed:

1. To introduce students to the role of the pharmacist in Cannabinoid medicine (Cannabis Pharmacist)
2. To encourage evidence-based recommendations with Cannabinoid therapy
3. To promote research and multidisciplinary collaboration with community-wide events

To achieve these purposes, there shall be no discrimination in individual membership or society affiliations because of race, religion, sex, age, or national origin.

**ARTICLE III - MEMBERSHIP**

The Society must maintain at least five (5) active members to be an active society in good standings.

The membership of The Society shall consist of professional students enrolled in the school of pharmacy who submit an application to The Society, pay the required dues (or volunteer a minimum of 20 hours to ISCPh), and support the vision and mission of The Society and ISCPh. Student Membership is discontinued upon graduation or dismissal from the school of pharmacy, or the completion of a pharmacy residency or fellowship. Alumni members have the option of continuing their membership with ISCPh as Pharmacist members.

The Society have the option to establish Honorary Membership for students who are not enrolled in the Doctor of Pharmacy program but these members will not have voting rights. These Honorary Members will still be required to pay The Society annual membership.

The minimum annual membership dues per student received by The Society will be $20 with the option to increase this amount through E-Board deliberation up to $50.

20% of membership related payments received will be forwarded to ISCPh with 80% remain with The Society. For example, student society dues are $35, with $7 owed to ISCPh. Student members who agree to complete 20 volunteer hours for ISCPh are still required to pay membership dues to the Student Society with The Society keeping 100% of payment.

**ARTICLE IV - MEETINGS OF MEMBERS**

1. The Society shall hold a meeting of its members at least two times each academic year, once per semester.

2. At all meetings of the members, the President, or if absent, the Vice President, shall preside as Chairperson and oversee the progression of the meeting.

3. Every active member of The Society in good standing shall be entitled to one vote on any matter of The Society's business to be acted upon by vote of the membership

**ARTICLE V - ELECTIONS & BALLOTING**

1. Elections of officers shall be held each academic year

2. Each officer shall be elected on the basis of a plurality of votes cast for that office. In the event of a tie vote, successive balloting shall be conducted until one candidate receives a plurality.

**ARTICLE VI - PARLIAMENTARY PROCEDURE**

Robert's Rules of Order shall govern all parliamentary procedures unless otherwise specified. For more information on Robert’s Rules: <http://diphi.web.unc.edu/files/2012/02/MSG-ROBERTS_RULES_CHEAT_SHEET.pdf>

**ARTICLE VII – EXECUTIVE BOARD ‘E-BOARD’**

1. The same person may not hold the offices of President and Secretary at the same time, but the same person may hold any other two offices.

2. Bylaws, meeting minutes, equipment, property, and any other documents whether hard copy or electronic including those with ISCPh’s logo, are the property of ISCPh and must be returned upon resignation or term expiration. A physical copy of bylaws, any amendments, meeting minutes, and all other supporting documents and property must be provided to successor at time of resignation or term expiration.

3. E-Board meetings, at a minimum, must meet quarterly with typical meetings lasting up to 2 hours.

4. The President shall preside at all meetings of The Society acting as Chair, and shall perform such other duties as are incumbent on such an office to oversee the direction of The Society. The President must also perform other duties as may be assigned by the Board of Directors.  The President is responsible to supervise and oversee all aspects of The Society and ensure a positive public image. The President is also responsible for ensuring the bylaws are being met and The Society is in good-standing. The President shall be an ex-officio member of all The Society’s committees. The President or The Treasurer shall create a bank account for The Society after obtaining an EIN from the IRS.

5. The Vice-President shall assist the President and shall assume the duties of the President when the latter is in any way unable to discharge the duties of his/her office. The Vice-President shall be an ex-officio member of all The Society committees.

6. The Secretary shall keep a record of all meeting minutes and transactions of the Student Society and shall, with the assistance of a committee appointed for the purpose, attend to all notifications of meetings. With the assistance of a committee appointed for the purpose, the Secretary shall be responsible for the preparation and submission of the biannual report of The Society to ISCPh. This report will be due September 25th and March 25th during the academic school year.

7. The Treasurer shall take charge of all funds belonging to The Society, shall be responsible for their proper disbursement, and shall render an accurate account at each meeting. The Treasurer or President may open a bank account for The Society. The academic fiscal year of The Society shall end on June 30. The Treasurer shall be responsible for the preparation of a biannual report containing the dates and amounts of expenditures, membership enrollment information, reimbursements and copies of receipts (electronic acceptable) submitted to The Secretary at least 2 weeks before their deadline (September 11 and March 11).  This report will review previous spending and provide an assessment of the current financial status. The Treasurer will be responsible for submitting membership financial information to the E-Board and ensuring ISCPh receives membership dues by the 15th of the following month. The Treasurer will also be responsible for ensure appropriate spending and that the budget of The Society does not drop below $100.

8. In the event of disability of any officer, resignation, or neglect in the performance of the duties of the office, a successful vote by a  2 / 3 majority of the remaining members of the Society’s Executive Board shall declare the office vacant, and hold elections to find a replacement for the remainder of the term.

9.  In order to remain in Good Standing, the Executive Board must include a minimum of 5 members including President, Vice President, Secretary and Treasurer.

10.    The Executive Board with the vote of the majority can amend bylaws through typical executive meetings and a successful vote by 2 / 3 majority

11. The Executive Board can request additional funding from ISCPh via Additional Funding Request Form

**ARTICLE VIII - SOCIETY PROBATION**

1. If The Society does not meet student society requirements established by ISCPh, The Society will be placed on probation for three months and during which time The Society will not be eligible for financial support.
2. If the requirements are not met by the end of the probationary period, The Society will be considered inactive and will lose all benefits of an official Student Society. The Society must dissolve before the following academic school year.
3. Individual membership will NOT be affected by a society’s status.
4. Individuals misrepresenting the student society or ISCPh may lose their individual membership and may face additional civil and/or criminal charges.

**ARTICLE IX – INACTIVATION AND DISSOLUTION**

In the event of dissolution, all of The Society’s assets and net income, current and accumulated, remaining after the payment of its debts, obligations, and claims shall be transferred to and become the property of ISCPh, a nonprofit corporation exempt from the federal income tax under Section 501(c)(6) of the Internal Revenue Code of 1954. ISCPh must be notified in writing (or email) at least 30 days before dissolution.

ISCPh has the authority to inactivate or dissolve societies at the discretion of the Board of Directors. The Society may meet with ISCPh to petition against inactivation or dissolution unless The Society was placed on probation and failed to meet the necessary requirements.

**ARTICLE X – AMENDMENT OR REVISION OF BYLAWS**

Only societies in Good Standing may amend bylaws after adoption. Petitions by the greater membership stating the desired amendment with the signature of at least thirty percent (30%) of the active members of The Society must be submitted to The Society Secretary. This petition shall be read at the next regular meeting. The proposed Bylaw amendment shall be voted on by not less than a majority of The Society active members to be adopted. Amendments must be presented to ISCPh Board of Directors and/or ISCPh Membership Committee for final approval.

**ARTICLE XI – RELATIONSHIP WITH ISCPh**

Official ISCPh Student Societies are authorized to use the ISCPh name and logo on materials for the recruitment of new members to their society and to promote their events to the campus community. Materials developed by The Society that include the use of ISCPh logo must be reviewed and approved by the ISCPh Board of Directors and/or ISCPh Membership Committee.