

Addiction Awareness Association

Approved BYLAWS Fall 2022

OBJECTIVES

1. Educate students, faculty, and the community regarding the etiology, treatment, diagnoses, and current issues in the field of addiction.
2. Promote awareness about addiction and coordinate the annual National Recovery Month.
3. Provide graduate students with opportunities for involvement in research on addiction and related topics.
4. Disseminate up-to-date information on research and best-practices in the field of addiction.
5. Advocate for greater awareness surrounding the prevalence, consequences, and treatment needs and outcomes of addiction.
6. Reduce the stigma surrounding addiction.

Addiction Awareness Association

BYLAWS

ARTICLE I. INTRODUCTION

SECTION 1. Statement of Need

The organization will support graduate students in psychology in the areas of research, education, and advocacy of addiction. The objectives will include:

1. Promote awareness of addiction through ongoing programs and the annual National Recovery Month.
2. Develop original research projects and opportunities to present at conferences.
3. Provide collaboration and mentorship activities for fellow students with addiction professionals and treatment centers to promote professional development.
4. Foster a forum in which students may develop knowledge and skills in research, prevention, advocacy, and treatment of addiction.

SECTION 2. Statement of Purpose

To educate and provide graduate students in psychology with opportunities to advance their understanding of the complexities of prevention, diagnosis, and treatment of addiction through research, advocacy, and collaboration with addiction professionals and treatment centers. These articles will remain consistent with the Policies and Procedures Handbook of Nova Southeastern University

SECTION 3. Limitations

This association shall remain non-partisan in its form and function. AAA may educate students on public policy or legislative issues that affect prevention, diagnosis, and treatment of addiction. AAA may advocate for people with addiction.

ARTICLE II. OBJECTIVES SECTION 1.

A. Educate students and faculty on the etiology, treatment, diagnoses, and current issues in the field of addiction.

1. Provide students, faculty, and the community with information regarding the etiology, diagnoses, and treatment of addiction.
2. Provide a medium where students and faculty may explore related topics in the field of addiction.

B. Promote awareness about addiction and coordinate the annual National Recovery Month.

1. Provide students with a forum for advocating for individuals with addiction and related topics. Implement an annual National Recovery Month for the College of Psychology and the Nova Southeastern University community.
2. Assist students in educating the community regarding the spectrum of addiction.

C. Provide graduate students with opportunities for involvement in research on addiction and related topics.

1. Create a forum for graduate students to develop and implement original research on addiction and related topics.
2. Support graduate students in presenting and publishing original research.

D. Disseminate up-to-date information on research and best-practices in the field of addiction.

1. Create and facilitate opportunities for students to attend lectures on topics related to addiction.
2. Collaborate with addiction professionals and treatment centers in training graduate students in the field of addiction.

E. Advocate for greater awareness of the prevalence, consequences, and treatment needs and outcomes of addiction.

1. Collaborate with other professionals, treatment centers, and national organizations in educating the general public about addiction.

G. Reduce the stigma surrounding addiction.

1. Educate students, faculty, and the community on the spectrum and consequences of addiction.

SECTION 2. Funding

This association will be funded through monies acquired through fundraising events and CPS-SGA appropriated monies. As such, AAA will abide by all SGA regulations and requirements.

ARTICLE III. IMPLEMENTATION OF OBJECTIVES

SECTION 1.

A. Educate students and faculty surrounding the etiology, treatment, diagnoses, and current issues in the field of addiction.

1. Host a brown bag series on the etiology, treatment, diagnoses, and current issues in the field of addiction.
2. Implement a series of programs given by addiction treatment professionals to address the above mentioned topics.
3. Encourage students, faculty, and the community to attend professional training opportunities and conferences associated with addiction.

B. Promote awareness about addiction and coordinate the annual National Recovery Month.

1. Implement the annual National Recovery Month, providing educational and didactic programming for students, faculty, and the community.
2. Create ongoing programming efforts to educate students, faculty, and the community about addiction.

B. Provide graduate students with opportunities for involvement in research on addiction and related topics.

1. Encourage students to share their research interests and provide a medium in which these ideas may be discussed and developed.
2. Encourage students to pursue their research interests through fostering interdisciplinary collaboration in support of the implementation and dissemination of research findings.

C. Disseminate up-to-date information on research and best-practices in the field of addiction.

1. Provide lectures, seminars, and workshops educating students on current research and practices in the field of addiction. Topics may include, but are not limited to:
 - Diagnosis and Common Issues
 - Provider Bias
 - Effective Interventions
 - Treatment Outcomes

- Addiction and Comorbidity
2. Generate a monthly newsletter to inform interested students of events and upcoming activities.

D. Advocate for greater awareness of the prevalence, consequences, and treatment needs and outcomes of addiction.

1. Collaborate with Student Organization for the Advocacy of Psychology (SOAP) in advocacy events regarding addiction.
 - a) Provide students with opportunities to foster a strong foundation in therapeutic knowledge and to develop a professional identity as an advocate.
 - b) Disseminate information regarding advocacy opportunities and legislative/public policy issues at meetings and in the monthly newsletter.
 - c) Work in conjunction with local, state, and national fundraising efforts that relate to the objectives supported by AAA.

E. Reduce the stigma surrounding addiction.

1. Educate the Nova Southeastern community on the facts associated with addiction.
2. Organize presentations by individuals recovering from addiction.

ARTICLE IV. MEMBERSHIP

SECTION I. AAA Membership

Sign-up forms for AAA will be made available to the entire CPS student body. Must add email to the sign-up form to be added to the listserv and to be apprised of meetings and events.

ARTICLE V. EXECUTIVE BOARD SECTION I. Selection of Board Members

For the inaugural year, the President and Vice President will be appointed by the advisor and will work collaboratively and share responsibilities as outlined below. In each subsequent year, the Executive Board will be formed through a process in which members interested in leadership roles are nominated by themselves and must submit a short essay demonstrating their commitment to the AAA objectives, qualifications for the position, and a description of their leadership skills. Nominated students will be oriented to AAA bylaws, specific role responsibilities, and time commitments. Candidates will be elected should they receive the majority vote of current AAA board members. The current board members are required to mentor those taking over their position for the upcoming year to ensure that AAA's mission is continued, and that the organization continues to thrive.

SECTION II. Selection of Faculty Advisor

The executive board will select a faculty advisor at the time of the creation of the board. If more than one nominee is interested, the board will vote to retain one as faculty advisor. At least one

advisor must be a faculty member within the College of Psychology. The selection will be based upon the faculty member's expertise in research, service, and advocacy within professional psychology. The advisor will be informed of all ongoing projects during scheduled meetings.

SECTION III. Executive Board Meetings

Executive board meetings will be held at a mutually agreed upon time decided at the start of each semester. Meetings will be scheduled monthly for board members and the faculty advisor. All board members are expected to attend unless granted permission otherwise. In the event of a board member's absence, he or she becomes responsible for disseminating chaired project updates to all board members.

SECTION IV. Executive Board Roles

1. *Faculty Advisor*

1. The faculty advisor will serve for a term of no less than one year and may remain as the AAA faculty advisor for as long as he/she and the AAA executive board feel is appropriate
2. The faculty advisor will not be required to attend all AAA meetings but may be asked to do so at times.
3. The faculty advisor will meet with the President and/or Vice President at least once per semester.

2. *President*

1. Organize monthly meetings with faculty advisor.
2. Organize monthly meetings with Executive Board members.
3. Organize monthly meetings with the general membership.
4. Oversee projects and events carried out by chaired positions.
5. Form committees of the Executive Board as needed.
6. Arrange for ongoing presentations and brown bag events.
7. Promote and coordinate National Recovery Month.
8. Coordinate all Executive Board position changes at the beginning of each new academic year and in the event of position vacancies or removals.
9. Approve AAA events

3. *Vice President*

1. Assist the President with all duties listed above.
2. Assume the duties of the President in his/her absence.
3. Act as committee chair in the event of a vacancy.
4. Any other duties as may be prescribed by the President.

3. *First Year Representative/SOAP representative*

1. Communicate and collaborate with the Center for Psychological Services' Student Government Association as well as other organizations within the university as necessary.
2. Assist President and Vice President in overseeing projects and events carried out by chaired positions.
3. Organize regular networking events for first year students.
4. Promote organization to other first year students who are interested in the field of addiction.
5. Attend and report SOAP and other organization meetings and events to network and promote working together with AAA
6. Relay pertinent information from state and national organizations to the AAA Executive Board.
7. Gather information to create informational/advocacy materials.
8. Any other duties as may be prescribed by the President.

4. *Treasurer*

1. Complete University required Treasurer and Logistics training.
2. Endorse all approved AAA expenditures.
3. Maintain records of all expenditures.
4. Any other duties as may be prescribed by the President.

5. *Secretary*

1. Record minutes during general member meetings and email them to all AAA members.
2. Record minutes during executive board meetings and email them to all board members.
3. Maintain active and up-to-date listserv of membership.
4. Keep accurate contact information for all members.
5. Maintain records for all AAA alumni.
6. Send out monthly events summary to SGA.
7. Send out monthly newsletter to all AAA members and interested graduate psychology students.
8. Create a database of CPA alumni who are engaged in the research, treatment, and advocacy of addiction.
9. Communicate with program alumni about program and organization updates, events, and support needed.
10. Any other duties as may be prescribed by the President.

6. *Research Coordinator*

1. Coordinate research projects within AAA.
2. Act as a liason between faculty research advisors and AAA projects.
3. Oversee all research projects which may include, but are not limited to poster presentations, symposiums, paper presentations, and manuscripts.

4. Schedule research meetings every semester to update members on any changes and progress.
5. Keep an accurate and up-to-date list on all projects and their progress.
6. Promote and offer research opportunities to the student body of CPS.
7. Any other duties as may be prescribed by the President.

7. Public Relations Chair

1. Advertise all meetings, events, and fundraisers throughout CPS and online.
2. Promote AAA to all CPS members.
3. Maintain communication with SGA for any related events (direct contact with SGA).
4. Responsible for printing all flyers, posters, and updating social media.
5. Any other duties as may be prescribed by the President.

8. Community Outreach Chair

1. Coordinate events and projects to raise money for the association.
2. Coordinate events and projects to raise money and support for charities and other associations in support of addiction research and advocacy.
3. Research and coordinate volunteer opportunities within the community centered around addiction.
4. Any other duties as may be prescribed by the President.

8. Social Media Chair

1. Maintain association social media account(s).
2. Create and implement a social media strategy in accordance with association's goals and will track social media progress on a regular basis.
3. Generate and revise social media content for the association and events in support of addiction research and advocacy.
4. Post and re-post AAA content to the associations social media platforms.
 - a. Such content will be related to AAA initiatives such as:
 - i. National Recovery Month
 - ii. National Substance Use Prevention Month
 - iii. AAA Initiative(s) or Agendas
 - iv. Training opportunities with addictions
 - v. Addictions conferences
 1. Addictions programming at psychological conferences
 - vi. Information about AAA and its members
 - vii. AAA events/fundraisers
 - viii. Newsletter
5. Any other duties as may be prescribed by the President.

9. Masters Representative

1. Maintain communication between the Master's students and AAA.
2. Chair an open meeting once a semester to ascertain the opinions and needs of the Master's students
3. Attend and be a voting member of all Executive Board meetings.
4. Perform other duties as may be prescribed by the President.

ARTICLE VI. RESIGNATIONS, REMOVALS, AND VACANCIES SECTION

1. Resignations

An officer may resign from the Executive Board by delivering a written resignation to the President, or if the resigning officer is the President, then the President shall submit the resignation to the Vice President. That office is thereupon deemed vacant and the selection of board member process, as outlined above, will take place.

SECTION 2. Removal

An officer may be removed from office before his or her term would have otherwise expired by a two thirds majority vote cast at an Executive meeting. At least one of the following conditions must be met before said removal can take place:

a. Appropriate grounds leading to the termination of that office due to not fulfilling the duties of his or her respective position, as outlined in the bylaws

or

b. Appropriate grounds leading to the termination of that office due to a blatant disregard of one or more of the provisions of these bylaws, or of a blatant disregard for said office characterized by a lack of "good faith" effort to carry out the necessary and appropriate duties and responsibilities of said office, will cite that officer for removal.

The position of an officer who ceases to be in good standing will automatically become vacant.

SECTION 3. Filling Vacancies

If an officer's position becomes vacant, the vacancy will be filled within one month of said vacancy by appointment of the Executive Board with the final approval granted by both the President and Vice President.

ARTICLE VII. AMENDMENTS AND REVISIONS

SECTION 1. Purpose

Amendments to these Bylaws may be necessary in order to maintain consistent and impartial service to the students of the College of Psychology at Nova Southeastern University, and to address issues or needs pertinent to the members of AAA or the addictions field as a whole.

SECTION 2. Process

A. Proposed amendments to these bylaws may be initiated by any student and presented to the President and Vice President.

B. To be placed on a ballot for referendum, proposed amendments to these bylaws must receive one of the following:

1. A two-thirds majority roll-call vote from the AAA Executive Board or
2. A signed petition of 15% of enrolled AAA members.

C. An amendment shall be considered passed by referendum if a simple majority of members vote in the affirmative.

SECTION 3. Revisions

Revisions to these Bylaws must be made by the President and Vice President and approved by a two-thirds majority vote by the executive board.

SECTION 4. Ratification

If approved by the referendum, the amendment shall be incorporated into these bylaws.