

DUTIES OF THE RECORDING SECRETARY

The Recording Secretary, in the absence of the Secretary, shall perform the duties of the Secretary and shall:

- a. Record and distribute the minutes of senate meetings.
- b. Perform such other duties as may be required by the President or the Executive Committee.

Qualification for nominees for office:

- c. Must have attended a National Meeting within the past two years of an election period (President and Vice-President Nominees only).
- d. Any member in good standing is eligible to run for office provided that during the year immediately preceding the election year he/she meets at least three of the following qualifications:
 - Been a Senate or National Director or Committee Chairperson.
 - Been a National Convention delegate.
 - Been a Senate Member for at least one year.
 - Have attended a minimum of two-thirds of the regularly scheduled Senate meetings.
 - Been active in Senate activities.