CONSTITUTION OF THE INDIAN STUDENTS ASSOCIATION

Oklahoma State University

Article I  Name and Purpose of Organization

Section 1  The name of the organization shall be the Indian Students Association of the Oklahoma State University, Oklahoma, hereafter referred to as ISA.

Section 2  The objective of this organization shall be
(a) to promote and encourage better understanding between the students from India and students of other countries
(b) to promote and advance the general welfare of the all Indian students at Oklahoma State University.

Article II  Officers and term of office

Section 1  (a) The executive officers of this organization shall be President, Vice President, General Secretary, Treasurer, Cultural Secretary, Sports Secretary, Public Relations Officer, Social Chair and Webmaster.
(b) The appointed officer will be the Cultural coordinator and others appointed by the President.

Section 2  Officers shall be elected for a term of one calendar year, beginning on the first summer session to the following spring semester.

Section 3  A faculty advisor shall be elected from the faculty of the university to serve a term of one year, from the fall to following summer semester.

Article III  Duties of Officers

Section 1  The President shall
• be ISA’s interface to the rest of the world
• preside at all meetings and conduct elections
• see that all notices for meetings are published
• have the power to act without consulting the other officers or members in an emergency
• serve as a liaison between ISA, OSU and other organizations on and off campus
• appoint any member/office to further assist the Executive Committee

Section 2  The Vice President shall
• perform the president duties in the absence of the president
• coordinate all membership drives
• respond to queries from potential students from India

Section 3  The General Secretary shall
• keep minutes of all meetings
• maintain a list of all members
• keep a complete report of the year’s activities with records
• gather volunteers (as needed) for various events held by ISA

Section 4  The Treasurer shall
• receive and handle all money paid into the organization
• disperse the money as directed by the Executive Committee
• create a financial report each semester
• collect member dues
• deliver all records to successor
• apply for Activity Fee Allocation Committee (AFAP) and any other available Group 1 funding

Section 5  The Cultural Secretary shall
• organize shows and other cultural events
• organize and plan ISA’s participation in the International Student Organization’s Cultural Night program
• nominate a Cultural Coordinator to assist him or her with events

Section 6  The Sports Secretary shall
• organize ISA sporting events and teams
• organize and plan ISA’s participation in the International Olympics and other events organized by the International Student Organization

Section 7  The Public Relations Officer shall
• interface with the Daily O’Collegian, and the local Stillwater media,
• maintain ISA’s electronic mailing list
• contact members about ISA events and meetings
• arrange help for new students from India

Section 8  The Social Chair shall
• Schedule rooms for all ISA events
• Advertise all ISA events in OSU Calendar, A Frame Posters around campus etc.

Section 9  The Cultural Coordinator shall
• Assist the Cultural Secretary in all matters pertaining to cultural activities
• Maintain a list of talents and interests of all members

Section 10  The Webmaster shall
• maintain the ISA Web site
• maintain the content of the Web site

Section 11  The Advisor shall
• provide advice to member on pertinent matters and assist with settling any constitutional discrepancies
• exercise the right to approve or disapprove all organizational account transactions
• Be aware of all meetings, executive or otherwise, and general body meetings.

Article IV  Amendments

Section 1  Amendments may be made to this constitution at any business meeting provided they have been proposed by a member or an officer and supported by two-thirds vote of Executive officers present at that meeting.

Article V  Membership

Section 1  (a) Anyone who is willing to play an active part in ISA is eligible for active membership in this organization.
(b) ISA shall not discriminate on the basis of creed, race, sex or national origin.

Section 2  Regular membership dues shall be for one full year from the time of payment.

Section 3  Honorary membership may be conferred by unanimous vote of the members present at any meeting. Honorary members shall not hold any office.

Section 4  It is the duty of every member to vote in all general elections.

Article VI  Committees

Section 1  At any business meeting the President may appoint one or more committees to study and advise the membership on any subject of interest to the club such as Diwali Night and Cultural Night, but may not be limited by these committees.
**Article VII** Nominations and elections

Section 1  
(a) Elections will be held for executive officer position only.  
(b) The elections will take place by calling a general body meeting  
(a) Candidate who secures majority number of votes wins the position.  
(b) Candidates standing unopposed have to secure more than 50 percent of the votes to win a position.  
(c) If a position falls vacant for the subsequent term, the newly appointed Executive Committee will appoint a temporary replacement until they conduct another election at date deemed suitable by the committee.  
(d) During counting of the votes only outgoing committee members may be present.  
(e) If the executive committee decides to have online voting, a general body meeting would be held to enable the students interact with the prospective committee members and the online election would be held after a period of seven days from the said general body meeting.

Section 2 To be eligible for nomination a candidate must be a current member of the organization.

Section 3 Positions for President, Vice-President, Treasurer and Cultural Secretary require an ISA member to be enrolled at OSU for 2 or more academic semesters (Fall & Spring)

Section 4 Positions for PRO, Social Chair, Webmaster, Cultural Coordinator, General Secretary and Sports Secretary require an ISA member to be enrolled at OSU for 1 or more academic semesters (Fall & Spring)

Section 5 All elections shall proceed by secret ballot.

Section 6 Only current members are eligible to vote in the election.

**Article VIII** Absences and Removal of an Officer

Section 1  
(a) An officer must inform the President, Vice-President or Advisor of his/her inability to attend a meeting or an event. It is at the discretion of the President or Vice – President, on the advice of the advisor, to deem the excuse valid or invalid.  
(b) Two (2) or more uninformed absences or invalid excuses can lead to the dismissal of an officer by a two-thirds vote of the members present as stated in Article IV Section I.

**Article IX** Activities

Section 1 The association shall sponsor such meetings and activities as to advance the object of the organization as defined in Section 2 of Article I.
Article X  Constitutional Ratification

Section 1  This constitution and by-laws shall be considered in effect by a two-thirds vote of the members present as stated in Article IV Section 1.