

This is the Constitution for the Indian Student Association. At the end of the Constitution are the proposed amendments that were passed at the General Body Meeting on September 4, 1997. All changes to the Constitution must be approved by Penn State University.

The Pennsylvania State University

Indian Student Association

July 20, 1995

CONSTITUTION

Adopted on September 30, 1960 (formerly FRIENDS OF INDIA)

Amended on July 20, 1995

Amended on April 23, 2000

ARTICLE I- PURPOSE

The purpose of this association shall be:

1. To promote goodwill and understanding between Indians and other nationalities on the person-to-person level.
2. To encourage cultural exchange.

ARTICLE II- MEMBERSHIP

Section A: The membership shall be divided into active and associate members.

1. Active members shall include employed faculty, staff, and currently enrolled students who have paid their dues for the year or the semester.
 - A. In order to actively participate in selected Indian Student Association events, you must be a member
 - B. Invited guests, selected by the committee, will be exempt from membership dues.
2. Associate members shall include all other members. Associate members shall not hold office, vote, officially represent the organization or solicit funds on campus on behalf of the organization.

Section B:

1. Membership in ISA shall be contingent on payment of dues.

2. membership will cease to be accepted 14 days prior to elections every year

ARTICLE III- OFFICERS

Section A: (Only full-time,) Officially registered active member students shall be

eligible to serve as appointed or elected officers.

Section B: The executive officers of ISA shall be President, Vice-President,

Secretary, and Treasurer.

1. The President of ISA shall preside over meetings, appoint committees, and have authority and responsibility of conducting the activities of ISA with consent of the membership.
2. The Vice-President shall assist the President in his/her duties and shall assume the duties of the President in his/her absence or incapacity. The Vice-President will preside over the general meetings. The Vice-President will also be responsible of fundraising activities of ISA.
3. The Secretary shall be responsible for all correspondence, recordings, reports, minutes, and announcements, which may be required by the members and officers of ISA.
4. The Treasurer shall be responsible for maintaining all financial records, collections, and disbursement of funds and preparation of financial reports.

Section C: There shall be an elected committee, which shall be responsible for

furthering the aims of the association. It shall consist of two Programming Chairs, two Cultural Chairs, Publicity Chair, Public Relations Chair, and Undergraduate/Graduate liaison.

Section D: In the event that an office becomes vacant, nominations will be taken at the meeting immediately following the announcement of the vacancy. Elections will be held at this meeting and will follow the procedures as listed in Article VIII.

Section E: A vote on impeachment shall be voted by majority by the executive board and elected committee.

ARTICLE IV- MEETINGS

Section A: The ISA will meet at least four times during fall and spring semesters. The time, date, and location of these meetings shall be determined by the officers, as needed. The ISA will not meet during recess and final exam periods.

Section B: Special meetings may be called by the executive board or 10% of the active membership. The purpose of the meeting must be stated in the call. Except in cases of emergency, at least three days notice shall be given to the membership.

Section C: Meetings shall be run in accordance with the following procedure:

1. Officers shall resent their reports concerning their activities and duties performed.
2. Open Student Forum will then take place to allow any person in attendance of the General Body Meeting to address a particular concern.
3. All decisions will be made at the discretion of the executive board, taking under advisement the concerns raised during Open Student Forum

ARTICLE V- FINANCES

Section A: All funds of ISA shall be deposited and handled through the Office of Associated Student Activities (ASA).

Section B: All expenses shall be approved by the Treasurer and the President.

Section C: The Treasurer shall be responsible for submitting a budget request to the University Park Allocation Committee (UPAC) prior to each event, which requires University funding.

ARTICLE VI- ADVISOR

Section A: The membership shall select an advisor to serve for the term of the current officers. The advisor shall be chosen from the Penn State faculty or staff and is required to be a member of ISA.

Section B: The duty of the advisor is to promote harmonious existence of the organization and to guide the officers when and where it is necessary.

ARTICLE VII- ELECTIONS

Section A: Elections will be held at the last regularly scheduled meeting of the spring semester.

Section B: Nominations for officers shall be accepted beginning 14 days before the last regular meeting and will close prior to elections. Nominations from the floor will be accepted at the election.

Section C: An election committee of at least two current committee members shall conduct elections, count votes, and name the newly elected officers. No individual involved in conducting elections may be a potential candidate.

Section D: Only a quorum (33%) of active members shall only be allowed to conduct elections and a simple majority of those present shall be sufficient to elect a candidate. In the event a quorum is not reached, elections will be rescheduled in an emergency meeting requiring no quorum. In the event no candidate receives a majority of the votes cast, a runoff election between the top two candidates will be held immediately.

Section E: The officers shall be elected to serve for a term not to exceed one year and their term of office shall begin at the close of the meeting at which they are elected.

Section F: In the event of a lack of nominations towards new officers for the ensuing year, the present officers along with the advisor shall have the power to nominate an ad-hoc committee to discharge the

duties of the association until new officers are elected.

ARTICLE VIII- AMENDMENTS TO THE CONSTITUTION

Section A: This constitution can be amended at any general meeting by two-thirds majority vote provided that 33% of all active members are present at the meeting and that the proposed amendment has been submitted in writing at the previous general meeting.

Section B: All amendments to this constitution must be approved by the Undergraduate Student Government.

ARTICLE IX- PARLIAMENTARY AUTHORITY

The rules contained in the current edition of the Robert's Rules of Order shall govern ISA in all cases to which they are applicable and in which they are inconsistent with this Constitution and any special rules of order ISA may adopt.

ARTICLE X- ACCESSIBILITY OF THIS CONSTITUTION

Copies of this Constitution are available to anyone upon request.