

CONSTITUTION OF THE IRANIAN STUDENT ASSOCIATION

February 27th, 2003

The purpose of the Iranian Student Association is to provide an organized non-political entity for the Iranian students enrolled at the University of Connecticut, to provide guidelines for their social, financial, and academic needs, and to make Iranian students more visible to the university community through facilitating social functions.

Article I Membership

Section 1: Eligibility for Membership

- A. Iranian students and faculty of the University of Connecticut community.
- B. Non-students or faculty as well as non-Iranians are eligible for honorary membership approved of by the Executive Board's consensus.

Section 2: Various Categories

- A. All members including honorary have the right to vote as well as suggest and provide input for the club.
- B. Any member is eligible for nomination and election for a term in any office of the Executive Board.
- C. All members can only vote for each office and proposal.

Section 3: Removal of a Member from the Club

- A. Participation in any sort of activity that utilizes the club's name and/or purpose without prior permission of the other members and the Executive Board.
- B. Any person who chooses to represent the Iranian Student Association without the written consent of the Executive Board. Written consent requires the signature of the president and vice-president as well as having carried the majority vote of the members.

Section 4: Procedure

- A. The Executive Board must represent the facts to the members at a general meeting.
- B. The person(s) in question must present the motives and reasons for the action.

- C. The members after having heard the facts will vote on the removal of the individual(s).
- D. Majority vote carries.

Article II Elections

- A. Elections are held at the beginning of each academic semester.
- B. Nomination Procedure
 - 1. One member may nominate another.
 - 2. Another member must make a second nomination.
- C. Announcements and Member Notification of Resignation
 - 1. Three weeks prior to the termination of a member's office, the Executive Board is responsible for notifying each member through an announcement to be distributed through either through written mail or e-mail.
- D. Election Procedure
 - 1. Majority vote of the members.
 - 2. Ballot votes.

Article III Officers

- A. All officers must be students enrolled at the University of Connecticut.
- B. Various officers
 - 1. President
 - 2. Vice-President
 - 3. Secretary
 - 4. Treasurer
 - 5. Honorary Seat
 - 6. Honorary Seat
 - 7. Honorary Seat
- C. Responsibilities
 - 1. President
 - a. Call meetings in order
 - b. Oversee the various functions and activities performed by any member(s) of the committee.
 - c. Represent the Iranian Student Association at the various functions in which the presence of the association is required.
 - d. Authorize the expenditures.
 - 2. Vice-President
 - a. Aid the president in his/her duties.
 - b. Uphold the president's responsibilities in his/her absence.

3. Secretary
 - a. Take minutes of the meetings.
 - b. Distribute the minutes of previous meetings.
 - c. Keep records of the club's activities.
 - d. Notify the members of upcoming events and meetings.
 - e. Contact other club and organizations in the event of any joint function.
 - f. To be the Correspondence Agent for the club.
 4. Treasurer
 - a. Handle bookkeeping and financial needs of the club.
 - b. Prepare a budget for each term
 - c. Prepare a financial statement at the end of each term.
 - d. Coordinate the financial allocations for each event.
 - e. Keep record and coordinate the financial needs of the club.
- D. Terms of Office
1. All officers hold the same term of office equivalent to one year.
- E. Vacated Offices
1. Removal of an Officer
 - a. Grounds
 - 1) If the responsibilities of the office are neglected, the corresponding officers will be subject to removal.
 - b. Procedure
 - 1) Present facts at a general meeting.
 - 2) The officer in question presents his/her view.
 - 3) Majority vote.
 2. Procedure of Reelection
 - a. At a general meeting, nominating procedures will be followed first.
 - b. Highest number of votes delegated to a candidate wins.

Article IV Organizational Structure

- A. Executive Board
1. Composed of at least four officers.
 - a. President
 - b. Vice-President
 - c. Secretary
 - d. Treasurer
 - e. Honorary Seat
 - f. Honorary Seat
 - g. Honorary Seat
- B. Committees
1. Formed by the Executive Board.

2. Duration
 - a. Until the respective purpose has been satisfied.
3. Duties
 - a. To report any progress and activities to the Executive Board.
 - b. Present and verify their expenditures with the treasurer and the president.
 - c. Satisfactorily complete their project(s).
4. Purpose
 - a. Initiate, develop, and coordinate a specified project of the club.

Article V Meetings

- A. General meetings are held once a month.
- B. Board meetings are held once a week.
- C. The Executive Board will call the general meetings.
 1. In the event that an emergency meeting is needed, the president will have the authority to call one.
- D. The secretary will notify every member of the meetings.
- E. One half of the total number of the members will comprise a quorum.
- F. Meetings will take place upon the attendance of the quorum.

Article VI Finance

- A. Dues
 1. No dues are required for membership.
 2. Dues for individual functions may be required.
 3. Dues are paid upon request from the Executive Board at a general meeting.
- B. The treasurer will be responsible for the collection and disbursement of funds.
- C. The president and the treasurer must authorize expenditures.
 1. The individual members must be notified upon the exact amount and purpose of expenditures.
- D. Upon the dissolution of the club, the remaining funds will be equally allocated among the members who had paid dues.

Article VII Amendments

- A. Must be proposed in a written format.
- B. At least two weeks of time must be allowed between notifications and voting.
- C. Quorum vote is required for passage.

Article VIII Ratification of Constitution

- A. Present constitution to members at a general meeting.
- B. Majority vote, a minimum of quorum vote, is required for the passage of the constitution.
- C. The secretary and the president must present the constitution to the University of Connecticut Activities Office.

Article IX Advisor

- A. Advises on and oversees the club's activities and needs.
- B. Majority vote is needed for the selection of proposed advisors.
- C. Must be staff or faculty of the University of Connecticut.
- D. Minimum length of term is one academic semester.