

The Indian Students Association **Constitution**

Definitions :

The ISA : This refers to the body that includes the student organization, inclusive of its student and associate members and the faculty advisor.

Executive Committee : This refers to the set of seven student members duly elected or appointed to the various positions as detailed in this document.

General Body Meeting : A meeting announced by the Executive Committee that is open for attendance by all members, wherein valid proposals may be made and voted upon by the student members present.

General Body Electorate : The body of student members present at any particular General Body meeting.

The Electorate : All the student members of the ISA.

Article I

Section A. Name of the organization.

1. The name of the organization shall be “Indian Student’s Association”, hereafter referred to as the “ISA”.

Article II

Section A. Aims and objectives

ISA is a non-profit, non-political, social organization having the following objectives:

1. To popularize the various indigenous art forms of the Indian subcontinent and promote awareness among the UNM and Albuquerque community about the rich culture and traditions of this vast and fascinating country.

2. To serve as a support organization for students from the Republic of India, persons of Indian origin. To provide forums of discussion, promote their interests and represent the community in the public.

Article III

Section A. Affiliation

1. The ISA shall be a chartered student organization in the University of New Mexico (UNM) and shall abide by all the rules, laws and guidelines as stipulated in the Student Organization Handbook of UNM and also under the more general purview of laws and rules of the University regarding individual members.

Section B. Membership

1. Membership in the ISA shall be governed by the rules set forth in this constitution.

2. Student Members: All currently enrolled students of UNM who are either from the Indian subcontinent or are interested in Indian culture are eligible for student membership.

3. Associate Members: All persons not eligible to become student members under Article III, Section B, (2), who are in agreement with the aims and objectives of ISA shall be eligible for associate membership. Associate members shall NOT have voting rights.

Article IV

Section A. General Body

1. The General Body shall consist of all student members and associate members.

2. As the policy- making and legislative body of the ISA, the General Body shall make all decisions in respect of policy. It shall adopt rules for conduct of its business in harmony with the constitution, and shall elect an Executive Committee to conduct the day-to-day business of the ISA.

3. Any member of the General Body can initiate a proposal with respect to policy by submitting a written or electronic document containing the proposal and its justification to the Executive Committee. The proposal must be duly read and

signed by at least ten or one-tenth, whichever is less, of the voting student members, as defined under Article III, Section B,(2) to be considered. A proposal becomes valid upon verification of the signatories, whose contact information must be included in the submitted document.

4. A valid proposal for policy change should be added to the agenda of the following meeting of the General body if such a proposal was submitted at least fourteen calendar days before a scheduled General Body meeting. The Executive Committee shall announce at least one General Body meeting once every three calendar months. A proposal shall be open for debate and discussion in the General Body meeting at the end of which the President shall call for a simple majority vote from the General Body Electorate (student members present) on whether the proposal must be voted upon by the entire Electorate.

5. All decisions shall be by simple majority; however, to pass any motion dealing with the conduct or discipline of any or all of the Executive Committee of the ISA and Amendments to the Constitution shall require at least two-thirds majority of the student members that participated in the voting.

6. The President, duly elected, shall have a casting vote only in the event of a tie.

7. The Executive Committee is responsible for holding a General Body Meeting once every three calendar months and shall notify its members at least twenty one calendar days prior to the meeting. The members should also be notified of the agenda for the meeting including the items from proposals that were submitted and verified in time, (Article IV, Section 3) at least seven calendar days before the meeting.

8. The Executive Committee may invite the Adviser of the Association and other persons, at its discretion, to attend any meetings of the General Body or the Executive Committee.

9. The General Body may, in the interest of ISA, consider its association with other organizations

Article V

Section A. Adviser

1. A full-time tenure-track faculty member of the University of New Mexico, who is interested in the welfare of the ISA shall be the Advisor of the ISA. Solely, the Executive Committee shall decide the appointment of the Advisor.

2. The Executive Committee can request the Faculty Advisor to act as a mediator for conflict resolution between any two or more members in the ISA, in case that earlier attempts to resolve the conflict have failed. The Faculty Advisor, however, has no binding say.

Section B. Executive Committee

1. Only student members may be elected to the Executive Committee.
2. The Executive Committee shall consist of the President, a Vice-President, a General Secretary, a Treasurer, and a Cultural Secretary to be elected as provided in Article VI. The committee also includes a Sports Secretary, a Webmaster and any other posts as deemed fit by the outgoing committee, all duly elected as provided in Article VI.
3. The Executive Committee shall solicit members of ISA to volunteer or serve in an ad-hoc Support Committee as needed, but at least one member of the Executive Committee shall chair each such Support Committee.

Section C. Duties of the Office Bearers

1. The President shall be the Presiding Officer at all the meetings and shall be the Chief Executive Officer of the Association.
2. The Vice President, apart from the normal operational work assigned by the Executive Committee, shall perform the duties of the President, and shall have all the responsibilities of the President, when the President is absent. The Vice-President shall also maintain a membership list and shall be responsible for keeping it up to date, and also oversee verifications regarding memberships and validity of proposals.
3. The General Secretary shall act as the Coordinator of the various activities of the Association, shall be responsible for issuing calls of notices of all meetings, shall keep a record of all meetings and shall maintain a membership list.
4. The Cultural Secretary shall be responsible for organizing all social and cultural activities of the Association.

5. The Treasurer shall be responsible for all matters regarding budgeting, finance, funding including the maintenance of financial records of the Association.
6. The Sports Secretary shall be responsible for organizing all the sporting activities, including outdoor and indoor sports, adventure sports, hikes etc.
7. The Webmaster shall be responsible for the maintenance of the official ISA website and ensure that the information posted on the website is correct, up-to-date and as helpful as possible for its intended audience which includes the current members, prospective members, people interested in the ISA.
8. The Executive Committee at its discretion, may re-assign among themselves some of the duties and responsibilities stated in Article V, Section C (1-7) for operational efficiency.

Section D. Term of Office of the Executive Committee

1. The Executive Committee for the Association shall be elected not more than 45 calendar days after the last day of the ASUNM and GPSA budget hearings and process in each Spring semester.
2. The term of the Executive Committee shall be for a period of one year from the time they are elected into office.

Article VI

Section A. Election of the Executive Committee

1. All student members shall be eligible to contest for any of the offices.
2. Nominations for each of the offices may be made before or during the General Body meeting and shall be duly proposed and seconded by two members and accepted by the candidate.
3. The President may appoint two or more non-contesting members to form an Electoral Committee to assist the President in the election process.
4. Nominees shall be elected by secret ballot based on the information to be provided by the Executive Committee.

5. If there are no nominations for an office or offices, the Executive Commission shall nominate a member to the vacant office or offices.
6. During the term of an Executive Committee, except for the position of Vice-President, The Executive Commission may appoint a member to a vacant Executive Committee position. Should the Vice-President position become vacant during the term, a new Vice-President shall be elected through a General Body meeting as provided in Article VI, Section A, (1,2, 3, 4, 5).
7. No person shall hold more than one office during the same term.
8. The quorum for the Executive Commission shall be three.