CONSTITUTION OF THE AFRICAN STUDENTS ORGANIZATION

Article I. Name
A. The official name of the organization will be the African Students Organization (ASO). Hereinafter referred to as the Organization.

Article II. Objectives
A. To let people know about African cultures.
   1. To be ambassadors of Africa on and off the campus.
   2. To disseminate accurate information about African countries.

B. To give the members of the organization opportunities to know each other's culture.

Article III. Membership
A. Qualifications
   1. Regular membership shall be granted to those persons who are currently registered and enrolled students at Michigan Tech.
   2. Voting membership shall be granted to those persons who are paid members of the organization and enrolled at Michigan Tech.
   3. In compliance with Michigan Technological University's Board of Control Equal Opportunity Policy effective 7/20/90, the Organization will not discriminate on the basis of race, religion, color, national origin, age, sex, sexual orientation, height, weight or marital status. The Organization must also be committed to the policy of not discriminating against handicapped individuals or veterans.

B. Class of membership
   1. Regular membership shall be granted to any currently enrolled student who indicates an interest and pays the dues.
   2. Associate membership shall be granted to those persons who are not registered students but have a commitment to helping others through the Organization.

C. Removal of members
   1. A member may be disassociated from the Organization on the grounds of abusive behavior or behaviors destructive to the Organization and/or its purpose.
   2. Removal will require a 2/3-majority vote of regular members, at a meeting at which a quorum is present.

D. Vote
   1. Only regular members have the right to vote and hold office.
Article IV. Officers
A. Offices:
   1. President
   2. Vice President
   3. Secretary
   4. Treasurer
   5. Assistant of Secretary
   6. Assistant of Treasurer
   7. Public Relations
   8. Social Chair
   9. Academic Chair

B. Officer Qualifications:
   1. All officers must be registered and enrolled Michigan Tech students.
   2. All officers must have 2.5 GPA at the time of election.

C. Term of office
   1. Elections will take place at the last meeting of spring semester.
   2. The officers will begin their term in office immediately following the election and will serve through the election at the first meeting of fall semester the following year.

D. Elections
   1. Voting will be by secret ballot with the ballots being counted by the current secretary (unless they are running for an elected position, in which case another officer will take their place) and a member appointed from the regular membership (who is not running for office) and approved by a majority vote of the regular members.
   2. A simple majority vote of a quorum of the regular members.
   3. The order of elections shall be determined by the current secretary (unless they are running for an elected position, in which case another officer will take their place).

E. Officer Duties
   1. President: the president shall preside over meetings and organize committees. He/she shall vote only to break a tie vote;
   2. Vice President: the vice president shall preside over the office of president when the president is absent and be the chair of the Public Relations Committee;
   3. Secretary: the secretary is responsible for meeting minutes, booking rooms for events and chairing the Membership Committee;
   4. Treasurer: the treasurer shall keep records of all income, expenditures, and other financial matters. He/she will prepare a budget before the end of spring semester with assistance of the outgoing treasurer. The treasurer also chairs the Finance Committee;
   5. Assistant Secretary: the assistant secretary shall assist the secretary in his/her
duties;
6. Assistant Treasurer: the assistant treasurer shall assist the treasurer in his/her duties.
7. Public Relations: The Public Relations facilitates positive exposure of the Organization through all forms of media including radio, TV, newspaper, electronic display, fliers, table tents, etc. It will maintain a friendly and cooperative relationship with all other organizations.
8. Social Chair: The Social Chair will be responsible in coordinating and organizing all events and to promote unity and friendliness amongst members.
9. Academic Chair: The Academic Chair will help members maintain a good academic standing in the college through the use of programs, talks, presentations etc. The Academic Chair also chairs the education committee.

F. Executive Board
1. The executive board is comprised of the officers and the advisor(s) (in an ex-officio capacity -- defined as non-voting) of the organization.
2. They will meet before each meeting to prepare an agenda.

G. Filling vacancies
1. Vacancies are filled in the same manner as regular elections
2. Vacancies must be filled at the next regularly scheduled meeting
3. The executive board can appoint interim to an office, until such time as the special-election takes place.

H. Impeachment
1. An officer may be removed from the office on the grounds of malfeasance, misfeasance, or nonchalance of their duties by a 2/3-majority vote of regular members, at which a quorum is present

Article V. Advisor(s)
A. The advisor shall be a member of the faculty or staff of the university. He/she maintains continuity, offers guidance, helps cut through red tape, serves as sounding board, assists officers, and is all-around resource person.

B. The advisor is selected in the same manner as the officers (Article IV, D). The election results are then forwarded to the office of Student Activities, which then appoint an advisor(s) which may, or may not be elected advisor.

C. The term of office of the advisor(s) is one year, renewable indefinitely.

Article VI. Committees
A. Standing committees:
1. The membership committee helps recruit new members’ award and monitor the feelings and the desires of the current membership. This committee is in charge of all membership awards and the annual spring banquet;
2. The educational committee makes sure that presentations are given in Michigan Tech and Houghton County and so disseminate news on Africa.
3. The Finance committee assists the Treasurer in preparing a budget and makes recommendations for fund-raisers.
   a. Fund-raiser, membership dues & solicitations will generate monies.
   b. The Undergraduate Student Government Allocation Committee will be approached each spring for funding.
   c. Expenditure over $10.00 will require approval of the executive board.
   d. Expenditure over $200.00 will require approval of the regular members.
   e. Monies will be kept in a recognized banking institution within Houghton County.
   f. All expenditure checks will require the signature of the president & treasurer.
   g. Sound bookkeeping practices will be maintained at all times.
   h. Any out-of-pocket expenses must first be pre-approved by the executive board and shall not violate Article VI, Section A 3c& 3d above and reimbursements will require proof of purchase e.g. receipt

4. The social chair shall make sure that the birthdays of members are remembered and something is done for the said member.

B. Special committees will be formed as needed
   1. The president with majority approval of the executive board appoints special committees.
   2. Special committees exist as long as the president deems them necessary; however, they may not exist longer than one year without being re-approved by the new executive board.

**Article VII. Dues**

A. Payment of dues of an amount of $10 for each person is a requirement for membership.
   1. The treasurer will recommend to the executive board dues for the upcoming year.
   2. The executive board will make a recommendation to the general membership for dues for the upcoming year.
   3. Dues will be set at the time of the annual officer elections.
   4. Dues will be approved by a majority vote of a quorum of the regular membership.
   5. Members will receive discounts on tickets for the organization’s events and on prices for t-shirts as deemed feasible by the executive board

B. Due date for dues will be decided by the executive board

C. Dues are paid to the treasurer;

**Article VIII. Meetings**

A. Types of meetings:
   1. Regular meetings will be held at least once per month during the academic year.
   2. Special meetings are defined as those meetings that take place outside regular scheduled meetings.
   3. Executive Board meetings will take place before every regular meeting and additional meetings may take place as deemed necessary by the president.
B. Who may call meetings:
   1. Regular meetings are called by the president and are called based upon a schedule determined at the beginning of each term.
   2. Special meetings may be called by the president or at the request of at least three voting members.

C. Sixty percent of the regular members must be present to constitute a quorum.


**Article IX. Constitution**

A. Adoption
   1. This constitution must be ratified by a two-thirds majority of the charter of membership.
   2. It will take effect when approved by the office of Student Affairs or its designated representative.

B. Amendments
   1. Any voting member may propose an amendment. This proposed amendment must be in writing and presented at a regular meeting.
   2. Members must be notified that a vote will take place on an amendment at least one week prior to the meeting at which the voting is to occur.
   3. A vote on said amendment will be taken at the next regular meeting to allow the members to discuss and/or debate the pros and cons of the amendment. A two-thirds majority of the regular membership is required for passage.
   4. It will take effect when approved by the Office of Student Affairs or its designated representative.