

International Student Association - Constitution
October 8, 2004
Updated and Approved: May 18, 2012

ARTICLE 1-NAME OF THE ORGANIZATION

SECTION 1: The name of this organization shall be The Eastern Oregon University International Student Association.

ARTICLE II-PURPOSES OF THE ORGANIZATION

SECTION 1: The purpose of this club shall be to promote inter-cultural awareness and understanding through social and intellectual activities and to provide services to the college as well as the community.

ARTICLE III-MEMBERSHIP

SECTION 1: Membership in the club shall be made up of students, faculty and staff of Eastern Oregon University. There shall be no discrimination on the grounds of gender, disability, ethnicity, sexual orientation or religion.

SECTION 2: Each member is required to attend at least two official club meetings per term.

SECTION 3: Every member of the club shall participate in a committee serving the club and the community.

ARTICLE IV-OFFICERS OF THE ORGANIZATION

SECTION 1: Officers of this club shall be: President, Vice-President, Secretary, Treasurer and a Teaching or Administrative Faculty Advisor. Together these officers shall constitute the Executive Board.

SECTION 2: The Executive Board must be at least 2 international students. The President must be an international student, as well as one other officer in any position.

SECTION 3: The president shall preside at the meetings of the club, shall serve as official representative of the club members to the campus, community and shall maintain official correspondence with the club, advisor and campus community. The Vice-President shall assume the duties of the President upon the absence of the President.

The Secretary shall keep a complete record of all meeting minutes and community service records for the club.

The Treasurer shall be responsible for drafting club budgets, and shall be in general charge of the club finances. In the absence of the Secretary, the treasurer shall keep the meeting minutes and turn them into the Secretary upon his/her return. The Executive Board shall administer the affairs of the club between club meetings.

ARTICLE V-ELECTIONS

SECTION 1: Nominations for officers shall be held during an official meeting and the elections shall be decided only by EOU student members of the International Student Association. Members who are not present may vote via email as all nominations will be sent out via electronic mail.

SECTION 2: The election of the officers shall be yearly and occur in the first month of Spring term. The officers shall be nominated the first week of Spring term and be elected the second week of Spring term; the elected officers will shadow the current officers for training purposes and to plan for the up-coming year. Officers will serve for one full academic year, but not more than two consecutive years in the same position.

SECTION 3: In the event of a vacancy, a new officer will be elected at the next meeting. An office may be declared vacant by a majority vote at a duly called meeting.

ARTICLE VI-TERMINATION OF OFFICE

Section 1: Any officer will be terminated from office if he/she steals money from the club account or during a fundraising event.

Section 2: Any officer will be terminated from office if he/she fails to fulfill the leadership duties as stated by the officer descriptions.

Section 3: Terminations will be determined by a 51% vote of the quorum at a regularly scheduled meeting.

ARTICLE VII-AMENDMENTS

SECTION 1: This constitution may be amended by a majority of those present at a meeting as long as the meeting is duly called and notice of the impending amendment is given. All proposed amendments must be submitted to the President in advance so that he/she may advise the membership of its intent.

BY-LAWS

ARTICLE I-MEMBERSHIP

- SECTION 1: Membership in the club shall be open to any student, faculty or staff member of Eastern Oregon University as well as associate members from the community.
- SECTION 2: Each member is required to attend at least two official club meetings per term.
- SECTION 3: Every member of the club shall participate in a committee serving the club and the community.

ARTICLE II-MEETINGS

- SECTION 1: There will be two meetings a month.
- SECTION 2: A majority of those present will constitute quorum for the conduction of business. For voting purposes a quorum of no less than 10 members must be present at a regularly scheduled meeting. Vice President acts as the exofficio only voting for a tiebreaker.
- SECTION 3: In addition, the Executive Committee may call other meetings as necessary but must announce the meeting at least three days in advance.

ARTICLES III-DUTIES OF THE OFFICERS

- SECTION 1: The President shall preside at the meetings of the club. The President shall be an official representative of the club members and shall maintain official correspondence to the club, advisor and campus community.
- SECTION 2: The Vice-President shall assume the duties of the President upon his/her absence. He/she shall also serve as a committee coordinator and assist the Secretary and the Treasurer in his/her duties.
- SECTION 3: The Secretary will keep a complete record of the proceedings of the club (meeting minutes). He/she will make two permanent copies one for the Advisor and one for the club.
- SECTION 4: The Treasurer will be responsible for the finance aspects of the club. He/She will have financial report at each meeting. The treasurer shall assume the duties of the Secretary upon his/her absence at a meeting.
- SECTION 4: Advisor: He/She will serve on the Executive Committee and assist the club in event organization and planning as well as in club correspondence.

ARTICLE IV-COMMITTEES

SECTION 1:

There will be the following permanent committees for the dinner and show:

1. Executive: Delegate duties to club committees this committee is responsible for the leadership of the club by promoting club membership, participation and service to the greater community while also delegating duties to club committees.
2. Marketing: This committee is responsible for updating the web, making and posting flyers for all events, the making and selling of tickets for IDS and any other advertising needs for the club.
3. Fundraising: This committee is solely responsible for working directly with the Treasurer and Advertising committee to raise funds for social events, community service projects and club needs.
4. Production: This committee is responsible for the planning and production of the show.

ARTICLE V-AMENDMENTS TO THE BY-LAWS

SECTION 1:

These By-Laws may be amended by a majority of those present at a meeting provided the meeting has been duly announced and notice of the pending amendment has been given. The proposed amendment should be submitted in writing to the president prior to the meeting so that all members may be informed of its intent.