

CONSTITUTION

The Khmer Student Association at The Ohio State University

ARTICLE I: NAME

Section 1. The name of the organization shall be The Khmer Student Association at The Ohio State University.

ARTICLE II: PURPOSE

Section 1. The Khmer Student Association (KHSa) is a cultural, not for profit organization to enable and empower student leaders in a context of Cambodian identity and exploration. Its purpose shall be to provide a safe space for students of Khmer interest, in which they develop leadership and networking skills in a collegiate, professional, and cultural context. With consideration to the lack of Cambodian representation in academic institutions and the marginalization of Cambodian struggles among the AAPI communities and beyond, KHSa intends to provide a support system for students of Khmer interest to succeed academically. Students are encouraged and prepared to become tomorrow's leaders, working professionals, and role models, to advance the Khmer community. KHSa is driven by three initiatives which reflect our past, present, and future: Khmer Culture, Community Engagement, and Professional Development. These three initiatives reflect in the three core values of the Khmer Student Association: Culture, Outreach, & Professional Development.

ARTICLE III: MEMBERSHIP

Section 1. Membership in the organization shall be open to those who:

- a. Have an interest in Khmer culture or advancement.
- b. Want to participate in organizational efforts and events.
- c. Formally reach out to current executive board members as well as active members about active involvement.

Section 2. There are no membership fees.

Section 3. Non-Discrimination Policy

a. This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

Section 4. Removal of General Members

A. If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the OSU Student Code of Conduct, they can be removed through a three-fourths majority vote of the Officers, as referenced in Article VII.

ARTICLE IV: OFFICERS AND DUTIES

Section 1. Officers will consist of two groups: Senior Officers and Junior Officers. The Senior Officers of this organization shall be President, Vice President, & Treasurer. Junior Officers will be approved Team Leaders for respective objectives. Junior officers: Culture Committee, Outreach Committee, & Professional Development Committee.

Section 2. To be eligible for any office, Senior and Junior, candidates must be regularly enrolled students at The Ohio State University and attend at least 3 meetings in the semester of election.

Section 3. Nominations for office shall occur throughout the academic school year.

Section 4. Elections shall occur in the April at the end of an academic school year.

Section 5. The term of office shall be for one year and shall begin May 1st of the current year and end April 30th of the following year.

Section 6. Officers may be removed from office by three-fourths majority vote by Officers.

Section 7. Exceptions to Officer positions and outcomes must be discussed and resolved by current Officers.

Section 8. The role of President is to create a vision with measurable goals that enables the organization to thrive with its three core values of Culture, Outreach, & Professional Development. Other than serving as the highest representation and spokesperson of the organization, the President must actively lead its other Officers, Team Leaders, General Members, and the overall community to a higher standard of understanding, culture enrichment, and excellence. Responsibilities include, but are not limited to:

- a. Have a vision by creating and following through with measurable, organizational goals that are consistent with the values of the organization and its leaders.
- b. Lead meetings in a Socratic manner that enable all leaders to have a voice.
- c. Oversee the Treasurer and Secretary.
- d. Attend President Training provided by The Ohio State University.
- e. Prepare meetings with Executive board members.
- f. Keep an organizational relationship with Healthy Asian Youth (HAY), the Multicultural center at tOSU, and other student organizations.
- g. Manage official listserv and membership roster.

Section 9. The role of Vice President (Secretary) is to ensure all organizational activities are recorded, presented, and assembled in a comprehensive manner. This may include archiving works concerning the organization. Responsibilities may include, but are not limited to:

- a. Serve as communication center among Officers and General Members. This may include making official announcements for events, meetings, and other activities.
- b. Record all meeting discussions with formal notes and structure.
- d. Reserve rooms for organizational functions.
- f. Create a calendar for scheduled events and meetings.
- g. Prepare meetings for general body members.
- h. Manage the organization's website: org.osu.edu/khsa.

Section 10. The role of Treasurer is to manage the treasury and financial logistics by accounting for all financial activity. Accounting for financial activity includes checking financial statements, gathering and archiving physical receipts, managing payment and reimbursement for organizational activities, completing required paperwork, and apply for funding on a semiannual basis. Responsibilities include, but are not limited to:

- a. Serve as financial information center to the organization.
- b. Record and keep track of all activity involving finances.
- c. Create and upkeep sponsors and donors.
- d. Attend Treasurer training provided by The Ohio State University
- e. Keep a relationship with our current fundraisers: Bake sales, Food drives, etc.

Section 11. At the decision of Officers and leadership positions, standing teams and minor chairs may be created, maintained, and disbanded to reflect and uphold the objectives of this organization. At a minimum, there must be teams or chairs for the objectives expressed in Culture, Outreach, & Professional Development.

Section 12. The duties of the Officers shall be to:

- a. Make KHSA a priority and honor commitments.
- b. Be educated and informed of organizational bylaws and structure.
- c. Be on time and attend all scheduled events and meetings.
- d. Respect other Officers, general members, and other organizations.
- e. Respond to inquiries within 24 hours.
- f. Be objective, transparent, and direct.
- g. Meet deadlines for assigned tasks.
- h. Give input at meetings and provide guidance.
- i. Represent and promote the organization in a positive manner.
- j. Engage members at events and organizational functions.
- k. Stay informed and communicate relevant, important business.

Section 12. Any General Member can become an approved Team Leader and may also approach Senior Officers about a Team Leader position. At the discretion of Senior Officers, a GM may be assigned as a Team Leader to perform duties.

Section 13. Officer leadership structure looks as followed:

- a. President
- b. Vice President (Secretary)
- c. Treasurer

Section 14. Team Leaders (Junior Officers) may cover areas as followed, with multiple Team leaders serving a number of respective specializations. These specializations include, but are not limited to:

- a. Culture Team Leader(s):
 - I. Dance (Apsara), Martial Arts (Kun Khmer), Food, Language, Music, History and Traditions
 - II. Create a relationship with KHSA and the local Buddhist Temple in Grove city
- b. Outreach Team Leader(s):
 - I. Recruitment, Membership Retention, Service, Philanthropy, Social, Public Relations, Marketing, Promotions c.
 - II. In charge of the social media pages: Facebook, Instagram, Twitter, etc.
- C. Professional Development Team Leader(s):

I. Academics, Professionalism, Leadership, Communication, Advocacy,
Involvement, Self-Improvement

ARTICLE VI: MEETINGS

Section 1. Based on the schedules of current Officers, the dates, times, and frequency of meetings will be determined before the beginning of autumn semester.

Section 2. Agendas for meetings shall be prepared or delegated by Co-Presidents.

Section 3. All Officers must attend all scheduled meetings. Absences from meetings must be notified at least 72 hours in advance, unless emergency. Two absences per semester are allotted per officer. If an Officer exceeds two absences, Officer may be subject to removal of office.

ARTICLE VII: POWERS

Section 1. The organization shall operate as a non-profit association and no profits may accrue to any individual within the organization.

Section 2. All Officers, Senior and Junior, have an equal weight and power when making and voting on decisions that affect the organization as a whole.

Section 3. For decisions on issues to be approved, at least three-fourths of Officers must be in agreeance. If unapproved, the issue may be reintroduced no sooner than two weeks for discussion and vote.

Section 4. The president may be called to handle difficult issues. If an issue is highly disputed, the president can make decision as seen most fit for the vision, goals, and values of the organization. However, all Officers can veto the decision by a two-thirds majority vote.

ARTICLE VIII: METHOD OF DISSOLUTION OF ORGANIZATION

Section 1. Should any dissolution arise in a meeting, the Presidents will make the final decision.

ARTICLE VIII: AMENDMENT OF BYLAWS

Section 1. These bylaws may be amended at any regular meeting of the organization by a unanimous vote by active members, provided that the amendment has been submitted in writing at the

previous regular meeting.