**Constitution of Indian Students Association**

*Article 1- Name, Purpose, Goals and Non-Discrimination Policy of the Organization*

Section 1- Name:

Indian Students Association (ISA) at The Ohio State University

Section 2- Purpose:

Indian Students Association (hereon referred to as “ISA”) intends to unite the entire south Asian community under one roof through multiple and frequent community building activities and events that showcase the Indian culture and sentiment to the members of the Ohio State and Columbus community.

Section 3- Goals:

Indian Students Association must hold their annual big events such as Freshers, Navratri, Diwali, Buckeye Mela and Holi and their services of APTA (Airport Pickup and Temporary Accommodations and PATN (Post Arrival Transportation Needs). This is to ensure that the quality of the organization is kept at high standards. The organization shall continue to provide these activities for the entire South Asian community to have a standard calendar to base their remaining activities off of.

Section 4- Non-Discrimination Policy:

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.

*Article II- Membership: Qualifications and categories of membership*

This organization aims to expand the Indian culture to the fellow south Asian members as well as the Columbus community. The membership is open and the member must pay $10 to any of the board members per year. The members will receive some special treatment as compared to the non-members in some cases dictated by the ISA governing board. These preferences may include using of ISA deals and preference at some of the events.

*Article III- Organization and Leadership: Titles, Terms of Office, Type of selection, and duties*

Any member mentioned in the Article II is eligible to vote in the elections held in the spring semester of the given academic year. These shall be administered towards the end of the semester i.e. early April of the given academic year. The transition shall take place from the old “board” to the new “board” immediately after the elections and it is recommended that the new “board” hold a meeting before the spring semester ends.

President:

* Terms of office: One year; can be re-elected by popular vote
* Type of selection: through voting by the members aforementioned in Article II
* Duties:
	+ Head of the organization
	+ Make vital decisions in a deadlock scenario
	+ Select board members along with the vice-president and treasurer
	+ Assign duties to specific board members
	+ Overlook the setup of an event
	+ Organize and set a protocol for the forthcoming election along with other board members
	+ Oversee financial standing and operations

Vice-President:

* Terms of office: One year, can be re-elected by popular vote
* Type of selection: through voting by the members aforementioned in Article II
* Duties:
	+ Be a “think tank” for the president
	+ Provide vital ideas in critical situation
	+ Select board members along with the president and treasurer
	+ Overlook the board meeting in absence of the president
	+ Conduct and judge board reviews once a year

Treasurer:

* Terms of office: One year, can be re-elected by the President and Vice President
* Type of selection: President and Vice President decide the treasurer
* Duties:
	+ Oversee financial activities of the organization
	+ Report financial status after an event to the board
	+ Assist in formation of an “event report”
	+ Responsible for payment and logistics for ordering things.
	+ Apply for funding

Leads

* Terms of office: One year, can be re-elected by the President and Vice President
* Type of selection: President and Vice President decide the leads
* Duties
	+ Leaders of committees decided by President and Vice President
	+ Responsible for leading executive board members for each event
	+ Assist President and Vice President as needed.

*Article IV- Executive Committee: Size and composition of the committee*

This committee, often designated as the “board” represents the general population of the organization. It mainly consists of the secretary and leads of each committee. These members should be selected based on their abilities and past experience. There shall not be any bias based on level of acquaintance from the President and Vice President. The executive committee shall attend the board meetings as per the President and Vice President’s discretion every Sunday in the evening.

*Article V- Standing Committee*

There may not be any need of the standing committee by the board. If the need arises, the president is advised to select a few members from the board to form a committee. It is also advised to have president, vice-president or treasurer as part of this team.

*Article VI- Method of Selecting and/or Removing Officers and Members*

The President and Vice President will select the officers (board) along with returning board from last year based on prospective board members adjourned criteria and knowledge of personalities of the individuals. They are advised to choose various people from various backgrounds and various educational focus so that the organization can reach out to many members and non-members at various events. The returning board should play a vital part in choosing coming year’s board members

*Article VII- Advisors: Qualification Criteria*

The governing team has to choose an advisor who can guide the board through tricky situation. He or she must be a member of the Ohio state staff, faculty member or Administrative & Professional staff. The board is recommended to choose someone who is not a student at the time of choosing and has enough experience.

*Article VIII- Meeting of the Organization: Required meetings and their criteria*

The board meeting, presided by the president or the vice president should take place every week where all major events and issues shall be discussed under one roof. Additionally, the general meeting shall take place once every semester (except Summer semester) to promote the organization and recruit new members.

*Article IX- Officer Removal and Member removal procedures*

If any kind of misconduct or inappropriate action is found against any executive board member, then it shall be discussed in a board meeting in presence of every executive board member. The impeachment decision should have a 2/3 majority of the executive board (president, vice-president, and treasurer). If the president or the vice-president is in question, the impeachment decision should have 100% support of the board. In addition, the executive committee is only allowed to miss 3 unexcused meetings or 3 setup/cleanup times. After their third offense they will be dismissed from the board. This allows the executive to be held to the standard each member must live up to. An excused absence is where the member notifies the president 24 hours prior to the event or the meeting.

If a regular member is found guilty of inappropriate actions or misconduct, then the executive board shall discuss the extent of the same in the weekly board meeting. If a board member has three unexcused absences, they will be removed from the board.

*Article X- Method of Dissolution of Organization*

If there is no interest in the south Asian community to continue the organization, the organization shall be dissolved. In that scenario, the current board members shall inform the Ohio Union about the situation. The secretary shall send a final email informing all the members about dissolution. Should any debt exist, the current board members should pitch in with the help of the advisor.