

In the Name of Allah, the Most Gracious, the Most Merciful

Constitution

The constitution should be simple yet comprehensive and difficult to amend, leaving any specific procedural rules to be included in the by-laws. When amending the constitution, as with the by-laws, previous notice of any proposed changes are usually required to be given to the membership and should not be changed in the same meeting in which it was proposed.

Article I – Name, Purpose, and Non-Discriminatory Policy

Section 1: Name: The official name of the organization, appearing on all documentation, shall be the “Muslim Law Student Association”; hereafter referred to as “MLSA”. The official abbreviation of the organization’s name shall be “MLSA”.

Section 2: Purpose: MLSA is an organization devoted to bridging law practice with the Muslim community. We shall have the following purposes:

1. Advocate for Muslim students in Moritz College of Law.
2. Educate legal professionals about Muslim populations.
3. Bring together legal professional students through community service, social events, and religious activities.
4. Serve as an educational guide to address and eliminate misconceptions about Islam
5. Cultivate a social network of Muslim legal professionals for students.

Section 3: Non-discriminatory: This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

As a student organization at The Ohio State University, MLSA expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: <https://hr.osu.edu/public/documents/policy/policy115.pdf>. If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at titleIX@osu.edu.

Article II – Membership: Qualifications and categories of membership

Voting membership should be defined as limited to currently enrolled Moritz College of Law students.

Article III – Methods for Removing Members and Executive officers

If a member conducts themselves in such a manner deemed detrimental to advancing the purpose of this organization or is in violation of the Ohio State University Student Code of Conduct, they can be removed through a majority vote of the other voting membership or unanimous vote of the officers, with the consultation of the advisor.

Any member (active or executive) of the chapter may be removed for sufficient cause. Sufficient cause for removal includes, but is not limited to: violation of the constitution, or by-laws, failure to perform duties or any conduct deemed prejudicial to the best interests of the chapter. Prior to a vote on the matter of removal of a member, the chapter Executive Committee shall hold a formal hearing. The member shall have the opportunity to personally appear at the formal hearing. The member may present any defense to the charges before any action is taken. The chapter Executive Committee shall adopt rules to ensure due process to the officer. The chapter Executive Committee may act for removal upon a two thirds affirmative vote of the executive board. The chapter Executive Committee will be made up of the current executive board, advisor, and a former president or vice president of the organization.

Article IV – Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders

Executive members are appointed through a voting system by the active members of the organization. The titles of Executive members, the length of terms, and the general duties of each leadership position should be clearly specified. The organization needs to have the necessary leaders to conduct their activities.

Section 1: The MLSA executive board shall be comprised of the following positions:

- a. President
- b. Vice President/Professional Development Chair
- c. Treasurer
- d. Community Outreach

Section 2: Executive Members Duties and Terms of Office

- a. President
 - i. Will be elected annually for the term of one year and may not be reelected for additional terms.
 - ii. Shall oversee the performance of all the executive members
 - iii. Should preside over chapter meetings
 - iv. Act as the organizational spokespersons
 - v. Assist members or officers in the implementation of events
 - vi. Review and approve reservations of university space and equipment

- b. Vice President / Professional Development Chair
 - i. Will be elected annually for the term of one year and may not be reelected for additional terms
 - ii. Shall oversee the performance of all the chair members
 - iii. To assume the duties of the President in the absence of the President due to impeachment, resignation, or other cause

- c. Treasurer
 - i. Serve as the Fundraising and Finance committee chair.
 - ii. Shall coordinate disbursement of funds, maintain regular financial records, sign all checks, and complete written reports
 - iii. Shall present a written report to the membership at chapter meetings
 - iv. Work with other members of the executive committee to develop a budget
 - v. Review and submit online approval for operating and programming funds requests

- d. Community Outreach
 - i. Planning events for MLSA.
 - ii. Publicizing MLSA activities.
 - iii. Working with the Vice-President on professional development activities.

Article V – Advisor(s) or Advisory Board

Qualification Criteria. Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an adviser who is not a member of the above classifications, a co-adviser must be chosen who is a member of these University classifications. Responsibilities and expectations of advisers should be clearly and adequately described.

Section 1: Roles of Advisor

- a. Complete advisor training every two years.
- b. Submit online approval of the organization's registration every year. i. This indicates that the advisor agrees to serve in that role for the coming year, and agrees to the reporting responsibilities within the Campus Safety (Clery) Act.
- c. Submit online approval of the organization's goals every year.
- d. Hold membership in the executive committee

Article VI – Meetings of the Organization

MLSA will organize a minimum of five (5) general body meetings per academic term, excluding the summer term.

Article VII – Method of Amending Constitution: Proposals, notice, and voting requirements

Proposed amendments should be sent in writing to the current executive board and should gain a two-third vote of the current executive board before being proposed to the voting members. They should not be acted upon but read in the general meeting in which they are proposed in and, should be read again at least three (3) subsequent general meetings. The general meeting in which the votes will be taken, will require a two-third majority of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

Article VIII – Method of Dissolution of Organization

Upon the dissolution of MLSA, if any assets and debts exist, appropriate means for disposing of these assets and debts will be handled administratively by the leader, second leader, and treasurer. Upon the official dissolution of the organization, OSU Student Activities must be contacted to remove organization information from the website.