

PakSA Constitution

ARTICLE I: NAME & PURPOSE

Section A: Name – Pakistani Student Association (PakSA).

Section B: Mission Statement: The mission of PakSA is to display Pakistan's rich heritage and culture through social and educational events. Several fundraisers are also organized to provide monetary aid to promote better health care and education in Pakistan.

Section C: Purpose – The purpose of this club shall be:

1: Create and enhance awareness of Pakistani culture among the Rensselaer Community
PakSA aims to educate and enlighten the community of the rich culture and traditions of Pakistan and its people. By hosting various events and programs PakSA will be able to expose the Rensselaer youth to the Pakistani culture through visual aids, clothing, and food.

2: Promote South Asian unity among Rensselaer students

It is of our best intentions to develop a strong sense of community amongst the university students of South Asian descent. Unity amongst the South Asian youth shall allow for the club's doings to have a much larger reach and creates a positive environment where one can comfortably relate to similar experiences.

3: Allow students to interact with members of the Pakistani community from the Capital District.

For students living away from their homes, this community can serve as a support network. The surrounding local community is able to provide both aid and wisdom of local resources and opportunities.

4. Encourage Pakistani students to organize and participate in community service programs.

PakSA is not only for the benefit of its members but we also wish to give back to the local community and also towards Pakistan. Help shall be given in both monetary and tangible forms.

ARTICLE II: MEMBERSHIP & DUES

Section A: Eligibility - Any student of Rensselaer Polytechnic Institute is eligible to be a member of PakSA.

Section B: Dues - There are no membership dues.

Section C: Membership - There are two levels of membership: general body and executive board. Any member who is an officer is part of the executive board.

Section D: Activity - Each member is expected to be active in the club and contribute towards the purpose of PakSA.

ARTICLE III: OFFICERS

Section A: Officers – The officers shall be a President, Vice-President, Secretary, Treasurer, Event Coordinator, Graduate Advisors, and Freshman Representative. If a quorum of the general body sees the need of an additional position, then an amendment may be made.

Section B: Election – The officers shall be elected by ballot in the spring semester by a majority of the vote cast for that office. Positions for freshman representatives will be held in the Fall semester.

Section C: Term – The officers shall serve for one year and their term of office shall begin at the commencement of the fall semester.

Section D: Vacancy – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

ARTICLE IV: DUTIES OF OFFICERS

Section A: President – it shall be the duty of the President to:

- Preside at meetings
- Vote only in case of a tie
- Represent the club
- Perform such other duties as ordinarily pertain to this office

Section B: Vice-President – It shall be the duty of the Vice-President to:

- Preside in the absence of the President

Section C: Secretary – It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of the club's records
- Maintain a current roster of membership

- Issue notices of meetings and conduct the general correspondence of the club

Section D: Treasurer – It shall be the duty of the Treasurer to:

- Receive all funds and process Request for Payment, Deposit Slip, and Officer Signature Forms.
- Keep an itemized account of all receipts and expenditures and make reports as directed

Section E: Public Relations - It shall be the duty of the Public Relations Officer to:

- Advertise the clubs doings and events
- Coordinate with outside sources
- Send Facebook, Email, and other social media updates

Section F: Event Coordinator - It shall be the duty of the Event Coordinator to:

- Coordinate reservations for events throughout the year
- Assist members with the overall organization for events

Section G: Graduate Advisor - It shall be the duty of the Graduate Advisor to:

- Advise
- There may be multiple Graduate Advisors

Section H: Freshman Representative - It shall be the duty of the Freshman Representative to:

- Represent PakSA at the freshman level
- There may be multiple Freshman Representatives

ARTICLE V: MEETINGS

Section A: Meetings – Regular meetings shall be held weekly during the regular school year unless any special circumstances arise.

Section B: Special Meeting – Special meetings may be called by the President.

Section C: Quorum – A quorum shall consist of 1/2 of the membership.

ARTICLE VI: ADVISOR

Section A: Selection – there shall be at least one faculty/staff advisor and a graduate advisor who shall be selected each year by the membership.

Section B: Duties – The responsibilities of the advisors shall be to:

- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the leader of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.
- Attend regular meetings, executive board meetings as often as schedule allows.
- Assist in the orientation of new officers.
- Explain and clarify campus policy and procedures that apply to the club.
- Maintain contact with the Student Life Office.
- Provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning.
- Assist the club treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.
- Inform club members of those factors that constitute unacceptable behavior on the part of the club members, and the possible consequence of said behaviors.

ARTICLE VII: AMENDMENTS

Section A: Selection – these bylaws may be amended by a two-thirds (2/3) majority vote of the chapter membership.

Section B: Notice – All members shall receive advance notice of the proposed amendment at least five days before the meeting.