Article I Name
The name of this organization is “The Bangladeshi Community of Iowa State University”.

Article II Purpose & Goals
Section One: The purpose of this organization is to maintain the cultural tradition of Bangladesh at Iowa State University and create a small Bangladeshi community on campus.

Section Two: The Bangladeshi Community of Iowa State University abides by and supports established Iowa State University policies, State and Federal Laws.

Article III Membership
Membership shall be open to all registered students of Iowa State University. The Bangladeshi Community of Iowa State University does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability, or status as a U.S. Veteran. Any student who wants to be a member of this organization can freely become a member of this organization as long as they pay the membership dues.

Section One: “Name of Organization” abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations.

Section Two: “Name of Organization” agrees to annually complete President’s Training, Treasurer’s Training and Adviser Training (if required)

Article IV: Non-Discrimination Statement
Iowa State University (and name of organization) do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S Veteran

Article V: Risk Management
This constitution recognizes the President as the Risk Management Officer.

The role of the risk management officer is to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to (name of student organization), [c] to submit documentation to ISU’s Risk Management Office and [d] to ensure that Iowa State University policies are followed at all of the organization’s events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable)

Article VI: Officers
Section One: Election of Officers will require a majority vote from the members. Members interested in becoming an Officer must meet academic requirements as established by the Student Organization Recognition Policy.

Section Two: Elections will be held in the fall semester every year. The term of office will be one year, starting during the fall semester, following through spring, till the election in the next fall semester. The
Executive Committee shall meet in addition to regular organization meetings. The Executive Committee shall have the power to make Executive decisions.

Section Three: The officers of this organization must meet the following requirements:

(a) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum cumulative GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(b) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

Section Four: Officers may be removed from the committee by ¾ votes from the other officers and ⅔ votes from the general membership. In the event of an officer’s removal/resignation from office, re-election will be held. All Officers shall comprise the Executive Committee of the organization.

Article VII: Officer Duties

Section One: President
The president must preside over all meetings and represent the organization on campus. He/she must ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center. Other responsibilities include, appointing an adviser, maintaining communication with the organization adviser and actively making arrangements to accommodate international students who just transferred.

Section Two: Vice-President
The vice-president must preside over meetings in the absence of the president. He/she must schedule meetings/events with the appropriate University offices as well as coordinate organization promotion and publicity of events.

Section Three: Secretary
The secretary must maintain an accurate record of all organization meetings and post for members. He/she must maintain the directory, correspond when necessary with University administration and other recognized organizations.

Section Four: Treasurer
The treasurer must maintain accurate record of organization transactions and collect dues if required. He/she must develop organization budget and present to membership for ¾ vote. Other responsibilities
include cosigning organization checks along with the Adviser, arranging fund-raising opportunities for
the organization and soliciting additional funding if needed from the Student Government.

Section Five: Public Relations

The public relations officer will be working closely with the president to make sure that arrangements are
being made to accommodate international students who have recently transferred. He/she will also be
responsible for making the BCISU website, as well as looking after cultural memorabilia that can be
displayed in future events.

Article VIII: Adviser

Section One: Adviser Appointment

The president will be responsible for appointing an adviser that he/she feels will be most suitable for the
Bangladeshi Community of ISU. The term for the adviser will be one full year (from September to
September).

Section Two: Adviser Duties

The adviser must maintain communication and meet with officers at least once every semester and ensure
that the organization is operating in conformity with the standards set forth by Iowa State University and
Student Activities Center. The adviser will also be responsible for cosigning any financial transactions.

Article IX: Officer/Adviser Replacement

Section One: If an officer is removed the replacement procedure is the same as the election procedure
described in Article IV.

Section Two: If an adviser is replaced, the replacement procedure is the same as the appointment
procedure described in Article VI.

Section Three: The replacement/appointment shall take place at the first meeting following the removal of
the previous officer/adviser.

Section Four: Termination of an officer can happen if the officer fails to perform his/her duties as outlined
by Article VII or breaches Article IV policies. Example: President fails to complete President’s Training.

Article X: Finances

Section One: The organization does not require any dues to be paid by the members.

Section Two: The treasurer shall maintain all financial records and shall countersign with the president
and the adviser for all organizational transactions. All monies belonging to this organization shall be
deposited and disbursed through a bank account established for this organization at the Campus
Organizations Accounting Office and/or approved institution/office (must receive authorization via
Campus Organizations Accounting Office). All funds must be deposited within 24 hours after collection.
The adviser to this organization must approve and sign each expenditure before payment.

Article XI: Amendments & Ratification

This constitution may be amended and subsequently ratified at any time, with the approval of all of the
Executive Committee Members. An approval from ½ of the general members will also be required.
Members will be given one week to consider amendments. Ratified amendments to this Constitution must be submitted to the Student Activities Center within ten (10) days.