**Hindu Youth for Unity, Virtues and Action**

**The Constitution**

**Name of the Organization**

*Section 1:* The name of the organization shall be Hindu Youth for Unity, Virtues and Action, hereafter referred to as Hindu YUVA.

**Purpose**

*Section 1:* Hindu YUVA is a socio-cultural organization that aims to preserve, practice, protect, and create awareness about the Hindu culture and heritage, by bringing together youth on campus. Our goals include:

The objective of Hindu Yuva is to create opportunities for college communities, both students and faculty members, to understand and/or practice Hindu Dharma, the ancient way of life. The activity would include conducting regular programs with focus on all the aspects of personality development (physical, mental and spiritual). We aim to develop strong character and leadership skills in our members, emphasizing values such as self-discipline, self-confidence and a spirit of selfless service for the society. In addition doing service activities in and around campus to benefit the local community will also be focused. The events will be held to raise the awareness of the community about present several issues faced by the Hindus around the world.

*Section 2:* To achieve these goals, Hindu YUVA shall organize weekly meetings open to public. The meetings will consist of yoga, team-building games, discussions, and/or workshops. Hindu YUVA shall also organize guest lectures, Hindu festival celebrations, community service projects, weekend retreats, and other activities to raise awareness about Hindu culture.

*Section 3:* Hindu YUVA will honor each member's belief and cultural background and will not engage in any coercive behavior.

**Statement of Compliance:**

Section 1: Hindu YUVA at ISU agrees to fulfill the ISU requirement of training for President, Treasurer’s and Advisors training at the beginning of the Fall semester of every academic year.

Hindu YUVA at ISU agrees to abide by Iowa State University rule & policy as state & federal laws to addition of the local regulation and ordinance.

**Affiliation**

*Section 1:*This chapter of Hindu YUVA will be affiliated with the national Hindu YUVA body (“Hindu YUVA National”). Hindu YUVA National is a student program of Hindu Swayamsevak Sangh USA Inc., which is a voluntary social and cultural organization registered as a tax-exempt, 501(c)(3) non-profit organization. Through this affiliation, this chapter is entitled to all rights and benefits conferred upon it by Hindu YUVA National, including:

* Recognition by Hindu YUVA National as an officially affiliated Hindu YUVA chapter.
* Rights to use the name “Hindu YUVA.”
* Permission to use materials copyrighted by Hindu YUVA National or otherwise provided by Hindu YUVA National.
* Right to promote Hindu YUVA and other Hindu YUVA chapters at its events.
* Other rights which Hindu YUVA National may confer from time to time.

*Section 2:*Hindu YUVA National may revoke this chapter’s affiliation under its policies and procedures for granting and revoking affiliations.

**Membership**

*Section 1:***The membership to Hindu YUVA is open to all university student at Iowa State University***.* The majority of the membership shall consist of regularly enrolled undergraduate and graduate students of Iowa State University. University staff, faculty and other non–university people ( Living in Iowa) with an interest in Hindu culture may also participate.

*Section 2:* Hindu YUVA at ISU & Iowa State University does not discriminate on the basis of race, ethnicity, gender, pregnancy, color, nationality, age, religion, mental or physical disability, marital status, sexual orientation, gender identity, genetic information or status as a US Veteran.

**Organization Office**

As a student organization listed with the GSB, the organization shall request an office space in the University campus. All the rules and regulations regarding the same shall be strictly followed by the organization. The current office bearers shall take the responsibility to maintain the office space and shall see to it that all the requirements from the GSB regarding the same are fulfilled. The organization shall also request a storage space to the GSB. The office bearers shall inform the members of the organization regarding any change in the office address and update the members periodically about maintenance of the office.

**Officers**

*Section 1:* The officers of Hindu YUVA shall be President, Vice President, Treasurer, Web Developer, Public Outreach Coordinator and Event Coordinator. These six officers shall constitute the “executive board”.

*Section 2*: Any (and only the) student(s) of the University can be the office bearers of the organization. All officers at Hindu YUVA at ISU must meet the following criterion to hold an active position.

*Section 2A*: All the officers must have a cumulative GPA (Grade Point Average) as stated below and meet that minimum requirement in the semester prior to the election/appointment, the semester of election/appointment and semester during the term of the office. For all the officers (Graduate and Undergraduate students), the minimum required GPA is 2.0. In order for this provision to be met the student must take at least 6 credit hours for the semester under consideration.

*Section 2B*: The student must be in good standing with the University enrolment process. They must be registered for at least half time (minimum six credit hours). If an undergraduate student (unless fewer credit hours required to graduate in spring/fall semester) during the term of the office & at least half time (four credit hour or more) for graduate student (unless fewer credit required in the final stages of their degree as defined by the continuous registration requirement during their term in the office).

*Section 2C*: The officers will be held ineligible if they fail to comply with Section 2A & Section 2B.

*Section 3:* Officer Roles

(1) THE PRESIDENT shall be the chief executive officer of the organization and shall supervise and control the affairs of the organization and the activities of the officers. He or she shall perform all duties incident to his or her office and such other duties as may be required by law, , or which may have be prescribed from time to time. He or she shall schedule weekly meetings (as well as any special events), establish the agenda for meetings, facilitate the meeting itself, oversee financial expenditures, and maintain contact with the regional and national office. He or she shall preside at all meetings of the members of the organization. In addition to the regular meetings with the members of the organization, the President shall meet the office bearer regularly to discuss the activities and responsibilities of each of the office bearer. The President shall insure complete coordination amongst the office bearers and shall be the overall in-charge of all events in addition to the event managers. In general, the responsibilities of the President shall be (but not limited to) to follow all the relevant clauses of this constitution and subsequent sections.  The President shall take advices and recommendations time to time from the Hindu YUVA panel members which will include faculty President, students, and alumni of the Hindu YUVA as described in subsequent sections. The President is also responsible for maintaining a working relationship with the faculty advisor.

(2) THE VICE PRESIDENT shall perform all the duties of the President in the absence of the President, or in the event of his or her inability or refusal to act, the Vice President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice-President shall discuss the daily activities of the organization with the President and shall share the overall responsibility of the organizational duties., (3) THE TREASURER shall prepare a budget for the executive board, maintain accounting records, do periodic financial status reports to the officers and/or to the chapter, and collect money from fundraising activities and from donations. In addition to the responsibilities mentioned above, the Treasurer of the organization shall participate in the activities of the organization. As a member of the committee of office bearers which is ‘executive board’, the Project Coordinator shall also be responsible for the functions of the committee of office bearers.

(4) THE PUBLIC OUTREACH COORDINATOR is responsible for publicizing the activities and events of Hindu YUVA by the means of website, Facebook, mails, fliers and posters along with personal interaction with people. He or she shall maintain good relations with other various student bodies and clubs on campus and shall try to conduct events in collaboration with them on behalf of Hindu YUVA.. In addition to the responsibilities mentioned above, the Public Outreach Coordinator of the organization shall participate in the activities of the organization. As a member of the committee of office bearers which is ‘executive board’, the Project Coordinator shall also be responsible for the functions of the executive board.

(5) THE WEB DEVELOPER shall have following duties:

* Update the organization website regularly to reflect the very current activities of the organization on the webpage
* Coordinate with other members of the committee of office bearers to ensure that the information from all the members are available on the website at the appropriate place
* Ensure that the minutes of the meetings are available on the website
* Ensure that the current activities are highlighted and old activities are periodically placed at appropriate place on the website

 In addition to the responsibilities mentioned above, the Web Developer of the organization shall participate in the activities of the organization. As a member of the committee of office bearers which is ‘executive board’, the Project Coordinator shall also be responsible for the functions of the executive board.

(6) THE EVENT COORDINATOR shall have following duties:

* Discuss with the executive board to draw up the schedule of events for an academic semester before the start of the semester
* To take minutes at each meeting and for any communication required for the smooth functioning of the organization
* Contact persons in academia and ‘Hindu YUVA National’ for giving talks and invited lectures
* To be clear about objectives, outcomes, follow up of the event. He or she shall discuss with team, panel members if needed
* Ensure that all such events are publicized at prominent places on University campus and also through this organization’s website and mailing list
* Ensure that all the invited lectures are archived using suitable electronic media and are publicly available in future
* Ensure that the invited speakers and the audience during the sessions are treated respectfully and appropriately

In addition to the responsibilities mentioned above, the Event Coordinator of the organization shall participate in the activities of the organization. As a member of the committee of office bearers which is ‘executive board’, the Project Coordinator shall also be responsible for the functions of the executive board.

*Section 4:* One set of officers will be elected each year and will serve for that full year. It should be noted that office bearers are accountable for their roles only but they work for other roles as well. The executive board works as one governing unit.

*Section 5:* Any issue shall be decided by discussion among panel members and all efforts will be made to reach a consensus. If consensus is not reached then the President shall take decision.

*Section 6:* The President and The Public Outreach Coordinator or an authorized representative will be the official spokespersons for the chapter. Any members of the organization, including officers, should approach the President for any media related requests.

**Election of Officers**

*Section 1:* The election process will take place during spring semester for the following school year.

*Section 2:* The candidates for all 6 members of the executive board for the next academic year shall be proposed by the President and Vice-President of the organization, in consultation with (and with subsequent approval of) the committee of office bearers. Individual volunteer(s) may notify their willingness to accept the responsibility of any particular position on the committee of office bearers which is executive board to the President and the Vice- President in person and/ or may also propose name of any other volunteer for the same. Every effort will be made to determine the officers through a consensus among panel members. In case of disagreement with respect to any proposed candidate by one-third of the Hindu YUVA panel members, general election shall be held for the positions in dispute.

*Section 3:* The elections shall be conducted by an election officer appointed by the committee of office bearers in presence (and permission) of the Faculty Advisor of the organization.

*Section4:* Elections shall be sufficiently publicized to all volunteers and panel members at least two weeks in advance. All volunteers or panel members are part of the election process.

*Section 5:*The nomination process will take place on the day of elections. Any volunteer or panel member may nominate themselves or others. In the meeting, candidates shall be given 10 minutes before the election to state their views.

*Section 6:* Each position will be voted on separately. The voting process will begin with the office of the President, then the Vice President, then the Treasurer,then the Public Outreach Coordinator, then the Web Developer and finally the Event Coordinator.

*Section 7:*A nominee is voted into office with a simple plurality vote of the current voting membership.

*Section 8*: Transfer of power to the newly elected executive board shall be done with in 2 weeks after the elections.

**Impeachment/Removal of the Officer**

*Section 1:* Any member of the executive body of Hindu YUVA at ISU, can bring a motion of impeachment against any active officer which must be approved by the Advisor.

*Section 2*: The officer impeached will be given sufficient time to put forward his point of view before the executive committee before any voting.

*Section 3*: The impeachment process will be concluded by a voting and the result will be decided according to the majority outcome of the voting.

*Section 4*: The vacant position will be filled by the reelection of any existing member of Hindu YUVA at ISU following the norms mentioned in the Election of the Officers Section.

**Advisor**

*Section 1:* The advisor to the club must be a full-time faculty or staff member at Iowa State University. The advisor will be an ex-officio, non-voting member on all committees of the organization.

Section 2: The advisor shall be selected and appointed by the President of Hindu Yuva at ISU.

*Section 3:* It shall be the duty of the Executive Board members to keep the faculty advisor informed of events and programming and to obtain his/her signature to sign off on necessary paperwork.

*Section 4:* The faculty advisor may use his/her discretion to advise the executive board and attend events/meetings as he/she sees fit.

*Section 5*: The advisor will hold the position for a complete academic year. The advisor will be re-appointed at the beginning of the fall semester by the president.

Section 6: A secondary advisor may also be selected and appointed by the President of Hindu YUVA at ISU with permission of the primary advisor. All section 1-5 applies on the secondary advisor.

**Impeachment/Removal of the Advisor**

*Section 1*: Any member of the executive body of Hindu YUVA at ISU, can bring a motion of impeachment against Advisor.

*Section 2*: The reason of the impeachment must be described in detail with copy to each active officer. The concerns will be discussed with the Advisor and he/she will be given sufficient time to put forward his point of view about the concern before any voting.

*Section 3*: The impeachment process will be concluded by a voting by the active members of Hindu YUVA at ISU & the result will be decided according to the majority outcome of the voting.

*Section 4*: The vacant position of Advisor will be filled by the re-appointment following the rules outlined at the Advisor section. The re-appointment must be finalized by the President of Hindu YUVA at ISU.

**Hindu YUVA Panel**

 It is a larger committee which will constantly engage in all activities of Hindu YUVA to participate and provide input to the ‘executive committee’ in order to improve the performance of the organization.

*Section 1:* It shall consists of:

1. A faculty advisor
2. “Executive Committee” in presence
3. Interested students, alumni and faculty
4. Interested non-ISU members who lives in the state of Iowa

*Section 2:* Hindu YUVA panel members will be selected by the President of Hindu YUVA, in consultation with (and with subsequent approval of) the executive board. All panel members, once selected, can choose to be a part of Panel forever with the consent of executive board in presence. **Volunteers**

*Section 1*: A member who not only makes financial donation to the organization but also devotes time and energy for the organizational activities shall be called “volunteers”. Only the volunteers of the organization shall have voting rights. The committee of office-bearers shall make the list of volunteers for the purposes of voting.

*Section 2*: Responsibilities of a volunteer: A volunteer of the organization shall have following responsibilities:

1. Volunteers shall participate in all the possible activities of the organization
2. Volunteers shall increase awareness about the organization and its activities in the community
3. Volunteers shall keep themselves up-to-date with the latest activities and discussion going on through all the possible ways viz. attending the meetings, following the minutes of the meeting emails and subsequent information sharing by other volunteer/members of the organization
4. Volunteers shall, as far as possible, help in planning and logistics of the events conducted by the organization, accept the responsibilities of the event manager and also serve on committees for the events

**Finances**

*Section 1***:** “All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the campus organization accounting office and/or approved/institution/office (must receive authorization via campus organization Accounting Office). All funds must be deposited within 48 hours after collection. The advisor to this organization must approve and sign each expenditure before payment”.

*Section 2:* There will be annual dues which will not exceed 10 dollar amount for each academic year for each member.

Section 3: The financial statement must be released at the end of each month and shall be made public.

*Section 4*: No organizational funds shall be used for personal purpose, (e.g. weekly meeting refreshments).

**Risk Management:**

*Section 1:* The President/Vice President shall handle all the risk management duties in their constitution. It is his/her duty to ensure the strategy is practiced by the all active member of Hindu YUVA at all organizational level.

*Section 2*: The president must submit risk management strategies to the executive committee. He/ She must submit the relevant documentation to Risk management office at ISU.

**Amendments**

*Section 1*: The by-laws and constitution may be amended by a 2/3 majority vote of the executive board.

*Section 2*: Any member may propose an amendment to the executive board.

*Section 3*: Notice of the amendment must be presented in writing at least one meeting prior to the voting.