**Constitution of the Sri Lankan Student**

**Association**

**1. Preamble**

* The purpose of the Sri Lankan Student Association (SLSA) shall be to:
* establish the Sri Lankan Student Association of Iowa State University (ISU ).
* represent the Sri Lankan students and the Sri Lankan community in Ames in the international programs at ISU.
* foster and promote friendship among the Sri Lankan students and the Sri Lankan community in Ames by organizing social events.
* organize cultural programs and activities with the assistance of ISU international

program that help disseminate information about Sri Lanka.

* Sri Lankan Student Association (SLSA) will abide by Iowa State University rules and regulations, state and federal laws.
* The Sri Lankan Student Association (SLSA) is open to registered students at Iowa State and 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.

**2. Membership**

1. Two categories of membership shall be recognized:

**i). Student Membership:** Any Sri Lankan upon registration as a student at ISU shall automatically become a Student Member of SLSA. Spouses of Student Members are eligible to be Student members without being registered as students at ISU.

**ii). Associate Membership:** Any Sri Lankan resident of Ames and its near vicinity may become an Associate Member of the SLSA by formally requesting for such membership. The SLSA shall approve such requests at a General Meeting of the SLSA by a simple majority vote.

**(b)** Only Student Members shall have the rights to vote and hold executive office as per the regulations governing the student bodies of ISU. Except these rights, all members (both Student and Associate) shall have all rights and privileges of full participation in all activities of the SLSA including the privilege to make and second motions.

**(c)** A member may request to be excluded from membership of SLSA on his or her personal request. Such requests shall be made to a member of the Executive Committee. Any such person may rejoin SLSA at a later time.

**(d)** The fee for Student Membership is $2.00 per semester. Spouses who are not themselves students at ISU shall be exempted from the membership fee. The fee for Associate Membership is $5.00 per semester. The revenue from membership fee shall be used expressly for the purpose of General Expenditures incurred in running the SLSA and for Special Expenditures voted upon by the general membership.

**(e)** Voluntary contributions may be made to the Treasurer of the SLSA, either to the General Fund or earmarked for specific activities of the SLSA. The Treasurer shall maintain spending accounts for all such funds.

**3. General Meeting**

1. A quorum shall consist of at least one half of the total Student Membership of SLSA at the time the meeting is held. (The number shall be rounded down to a lower whole number.)
2. A General Meeting must be called at least once in each of the Fall and Spring semesters and once in the Summer Session.

**(c)** Request for a general meeting shall be made in writing by any member of SLSA. On such a request, the Secretary shall inform the Executive Committee of the request. The Executive Committee must call a general meeting within two weeks of the request.

**(d)** No more than one general meeting shall be called in any calendar month. The Executive Committee may call Special Meetings as an when necessary.­­

**(e)** Time and Venue of a general meeting shall be notified in writing at least a week prior to the meeting.

**(f)** Business at all meetings of the SLSA shall be carried out in the English language.

**(g)** Business transacted by SLSA shall be deemed official when passed by a majority vote of the quorum.

**(h)** Basic parliamentary procedures shall be applied to all business meetings according to Robert's Rules of Order, as is followed by all student bodies at ISU. Any exceptions shall be those specifically stated in this document and future amendments approved as per the Article on Amendments(8) of this document, and so recorded.

**4. Executive Committee**

**(a)** Elected officers shall be the President, Vice President, Secretary, and Treasurer, who constitute the Executive Committee of the SLSA.

**(b)** The officers should have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate, graduate, and professional students, the minimum GPA is 2.50. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

**(c)** 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.

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

**(e)** The President shall enforce the Constitution, preside over all general meetings and executive committee meetings, have power to call special meetings, coordinate events, appoint committees (which must be approved by a simple majority vote at a general meeting), and serve as

the official representative of the SLSA. The President shall also attend important meetings of the International Student Council or nominate a member of the executive committee to represent the SLSA at those meetings.

**(f)** The Vice President shall take over all functions of the President's absence, assist the President in all his/her activities and serve as moderator at all general meetings.

**(g)** The Secretary shall keep minutes of all general and special meetings, circulate minutes and agendas, keep all records of the SLSA and conduct correspondence in general.

**(h)** All members except the President have equal rights to make and second motions. To cast a vote, a student member shall be present at the meeting at the time of the vote. In the case of a tie, the President may cast a privilege vote to break a tie.

**5. Finance.**

1. 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 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.
2. The Treasurer shall be responsible for all funds, material belongings of the SLSA, present a financial statement at each general meeting, keep all financial accounts and papers, collect all membership dues, retain bills and receipts for expenditures incurred, and generally manage the finances of the SLSA. The Treasurer shall provide information on the status of the financial accounts of the SLSA to the Advisor on request.

**5. Advisor**

ISU regulations require that all student organizations have an advisor who is a member of the ISU Faculty.

**(a)** SLSA shall have one advisor who is faculty member.

**(b)** Associate Members of the SLSA who are also faculty members shall be given preferred consideration for the position of advisor.

**(c)** The duties of and responsibilities of the advisor is to serve as the University representative at the , interpret University policy, oversee finances, participate in social activities, and ensure that organizational records are kept. These shall be in addition to the University Expectations and Financial and Legal Responsibility as described in the current Student Organization Resource Manual.

**(d)** The Executive Committee shall keep the Advisor informed of the agenda of any upcoming meetings as well as activities planned by the committee or the general membership.

**(e)** The time of selection and the term of office shall coincide with that of the Executive Committee. The Advisor shall be selected from a list of nominations put forward my members by a simple majority vote. An Advisor may be re-appointed by a majority vote but the same person shall not serve more than two consecutive terms of office.

**6. Elections**

**(a)** Executive Officers shall be elected annually at the last general meeting of the Spring semester and shall take office at the beginning of the Summer session.

**(b)** Nominees for the Executive Committee must be present at the general meeting at which they are to be voted on, to be eligible for office.

**(c)** A nominee shall be duly elected to an office by a simple majority of the quorum.

**(d)** A special election shall be called by the President to fill any vacancies

occurring during anytime of the year.

**7. Removal of Officers**

**(a)** A simple majority of the student membership may petition the Executive Committee to remove an elected officer from office.

**(b)** Executive Committee shall call a general meeting of the SLSA to vote on such a petition.

1. A 2/3 majority of the quorum is required for the approval of a petition to remove an elected officer.

**8. Amendments to the Constitution**

**(a)** Amendments to the constitution may be presented to the membership of the SLSA in written form.

**(b)** The student membership shall have at least one week to study such amendments.

**(c)** Executive Committee shall call a general meeting of the SLSA to discuss and vote on such amendments.

**(d)** A 2/3 majority of the quorum is required to pass an amendment to the constitution.

**9. Ratification of the Constitution**

This constitution shall be considered duly ratified and become effective upon passing by a 2/3 majority of the quorum at a general meeting of the SLSA.