

Constitution of the
Muslim Student Association
ECSU Chapter

The Muslim Students' Association strives to build unity through diversity and education. We aim to provide a meeting place and safe space for students of all backgrounds, nationalities, sects, and levels of faith to learn and meet with others in the club on and off campus. We especially hope to provide a voice to Muslim students and help them in meeting other Muslim students and building lasting relationships with each other and with mentors.

ARTICLE I - NAME

The name of this club shall be The Muslim Student Association of Eastern Connecticut State University.

ARTICLE II - PURPOSE

Section 1 - MSA shall fill a void by bringing a Muslim-focused organization on campus that shall provide a community and voice to Muslim students and their allies.

Section 2 - The Eastern Connecticut State University MSA Chapter also will seek out ways to assist and join the larger MSA network active in the United States to unite Muslim students.

ARTICLE IV - MEMBERSHIP

Section 1 - This organization will be open to all students currently registered at Eastern Connecticut State University.

Section 2 - Anyone who attends two consecutive meetings will be considered a voting member of the gospel choir. However, anyone who has two inexcusable absences from regular meetings during the same semester will lose their voting privileges.

Section 3 - Any voting member unable to attend a meeting for an excusable reason may vote by an absentee ballot.

Section 4

Members of the choir are not required, but are highly encouraged, to subscribe to articles II and III of this constitution

Section 5 - Membership shall not be denied to any student because of race, religion, gender, color, ancestry, national origin, age, sexual orientation, disability or veteran status except as sanctioned by federal or state law.

ARTICLE V - EXECUTIVE BOARD & OFFICERS

Section 1 - The membership of the Executive Board shall consist of the President, Vice-President, Secretary, and Treasurer, Choir Advisor. The Faculty Advisor shall serve as a non-voting ex-officio member of the Executive Board.

Section 2 - The Executive Board shall have general supervision of the affairs of the organization between its regular business meetings and shall make policy recommendations to the organization. The Executive Board shall be subject to the rules of the organization and shall not act in conflict with actions taken by the organization.

Section 3

The Executive Board shall have the power to establish all standing and ad hoc

committees of the organization. The President, with the advice and consent of the Executive Board, shall have the power to appoint the chairpersons of all standing and ad hoc committees.

Section 4

The Executive Board shall meet weekly during the academic year. Meetings of the Executive Board shall be called by the President of the organization.

Section 5

A majority of the membership of the Executive Board shall constitute a quorum. All decisions made by the Executive Board shall be by a majority vote of the members present and voting.

ARTICLE VI - ENUMERATION OF POWERS AND DUTIES OF OFFICERS

Officers shall perform the duties prescribed by this constitution and by the parliamentary authority adopted by the organization. Duties shall include but shall not be limited to the following.

Section 1

The President shall:

1. Prepare the meeting agendas;
2. have the power to call executive board meetings and all regular and special meetings of the organization;
3. sign all official papers related to the club (including financial paperwork in the absence of the treasurer);
4. have the power, with the advice and consent of the Executive Board, to appoint the chairpersons of all standing and ad hoc committees;
5. appoint temporary secretary to take minutes when the secretary is absent;
6. act as the spokesperson for the organization;
7. be an ex-officio member of all standing and ad hoc committees except the nominating committee.

Section 2

The Vice-President shall:

1. assist the president with responsibilities as needed;
2. carry out the duties of the president in the absence of the president;
3. automatically assume the powers and duties of the President if the President resigns, if the office of President becomes vacant, or if the President is impeached;
4. coordinate all social functions of the organization;
5. serve as coordinator of all standing and ad hoc committees;
6. be an ex-officio member of all standing and ad hoc committees.

Section 3

The Treasurer shall:

1. expend funds as authorized by the membership of the organization as indicated in the organization's minutes;
2. keep an accurate account of all receipts, membership dues, and expenditures of the organization;
3. complete, sign, and submit all financial paperwork;
4. submit a financial report;
5. keep track of the club's accounts, income, and expenditures;
6. give a Treasurer statement of balance at every meeting;
7. request financial assistance from the Student Government Association and Budget and Management Committee if needed;
8. be responsible for the organization complying with the policies and procedures set forth by the Student Activities office.

Section 4

The Secretary shall:

1. keep a proper record of all activities of the club, including the minutes of every meeting;
2. take attendance at all business meetings of the organization;
3. prepare a roll call of members and call it when necessary;
4. authenticate by his/her signature all records and documents of the organization;
5. carry on the official correspondence of the club; which will be signed by the president;
6. give 72 hours of notice of all meetings;
7. distribute minutes within 48 hours of the meeting in accordance with the procedure set by the Student Activities Office.

Section 5

The Public Relations Manager shall:

1. carry out the duties of the group's social media outlets and flyers
2. will creatively advertise group events on campus
3. interact with members outside of the group on social media sites.
4. reach out to other organization pertaining to the gospel choir.

ARTICLE VII - ADVISOR(S)

Section 1 - The advisor shall be chosen by the membership at a duly constituted meeting of the organization by majority vote.

Section 2 - The faculty advisor shall serve as a non-voting ex-officio member of the Executive Board.

Section 3 - The advisors shall give advice for the better performance of the organization.

Section 4 - The advisor shall meet his/her responsibilities to the organization as stated in written directives issued by the Student Activities Office and in the Club Advisor's Operating Manual located on the Student Activities Website.

Section 5 - The advisor shall serve at the discretion of the University.

ARTICLE VIII - NOMINATION AND ELECTION OF OFFICERS

Section 1 - Elections shall be held for all offices, including those that are filled temporarily, if needed.

Section 2 - Officers shall be elected for a term of one (1) year or until their successors are elected. They shall hold office until when their successors shall assume office.

Section 3 - Elections shall be held during the spring semester. Elections shall take place no earlier than December 1, and no later than February 12, of each year.

Section 4 - Only active members shall be allowed to vote. Voting shall be by secret ballot unless there is only one candidate for an office in which case election may be by voice vote.

Section 5 - Officers shall be elected by a majority of those members voting in the election. If no candidate receives a majority vote on the first ballot, a re-vote will occur with the President casting a vote.

Section 6 - Notification of elections and nominations must be given a week's notice prior to voting.

ARTICLE IX - VACANCIES

Section 1 - In the event of the vacancy of the office of President, the duties will be carried out by the Vice-President. The office of Vice-President will be offered to the Secretary and/or Treasurer. If neither officer wish to fill the Vice Presidency an election for the position will be held. If an existing officer does accept the Vice Presidency an election will be held for the vacant position.

Section 2 - In the event of the vacancy of any other offices, the President will appoint a temporary officer and an election will be held as per the provision of Article VI Section 1.

ARTICLE X - IMPEACHMENT AND/OR RECALL

Section 1 - Any officer is subject to impeachment and /or recall and removal from the office for failing to fulfill his/her constitutional responsibilities.

Section 2 - An impeachment request must be given at least a week in advance of the actual impeachment voting. Both the request and the voting must take place during regular meetings.

Section 3 - Upon conclusion of the discussion and arguments for and against impeaching the officer, a vote shall be taken. No officer shall be impeached except by a two-thirds (2/3) vote. Voting shall be by secret ballot.

Section 4 - An officer who is impeached shall immediately relinquish his/her office but shall be allowed to maintain active membership in the organization unless his/her actions have brought discredit to the organization.

Section 5 - If an officer is impeached, the organization shall fill the position following the procedures outlined under Vacancies.

Article XI - Meetings

Section 1 - Meetings of the organization shall be held weekly during the academic year. There must be 48 hours of notice of all emergency meetings.

Section 2 - Quorum... a quorum shall be defined as 50% + 1 member of the club's total voting membership. A quorum must be present for any action to take place by membership.

Section 3 - A quorum shall be required to conduct any official business of the organization except to adjourn.

Section 4 - If voting results in a tie a revote will take place with the President casting a vote.

Article XII - Amendments

Section 1 - Amendments to this constitution must be approved by a 2/3 majority of the voting membership present.

Section 2 - Proposed amendments to the constitution shall be automatically tabled until the next scheduled meeting of the organization.

Section 3 - Prior written notice of the proposed change(s) and the date of the meeting at which the proposed change(s) shall be voted on shall be provided to all members of the organization.

Section 4 - The constitution may be amended at a duly constituted meeting of the organization by a two-thirds (2/3) vote provided that prior notice has been given.

Article XIII - Parliamentary Authority

Robert's Rule of Order, Newly Revised shall act as the Parliamentary authority for all meetings of the organization.

Article XIV - Ratification

This constitution must be ratified by a majority vote at a regular meeting and approved by the Student Government Association Budget and Management Committee.

Article VI - Advisor(s)

Section 1 - Faculty advisors shall serve as ex-officio members of the Executive Board. Section 2 - The advisors shall give advice for optimal performance of the organization. Section 3 - Each advisor shall meet his or her responsibilities to the organization as stated in written directives issued by the Student Activities Office and in the Club Advisor's Operating Manual located on the Student Activities website.

Article VII - Meetings

Section 1 - Meetings of the organization shall be held at least bi-weekly during the academic year, although more meetings can be conducted. There must be 48 hours notice of all emergency meetings.

Section 2 - A quorum shall be defined as 50% +1 member of the club's voting membership. A quorum must be present for any action to take place by the membership.

Section 3 - The president shall call any emergency meetings.

Article VIII - Vacancy of Office & Impeachment

Section 1 - In the event of a vacancy in the office of the President, the Vice President will carry out the duties of the office and a new Vice President will be elected.

Section 2 - In the event of a vacancy in any other office, the President will appoint a volunteer temporary officer who shall finish the term.

Section 3 - Any officer may be impeached for failing to fulfill their duties or for conduct unbecoming a representative of the university.

Section 4 - A quorum must be met to vote on any impeachment.

Section 5 - In order for any officer to be impeached, the motion must be passed by 2/3 of the total voting membership of the organization.

Section 6 – An officer who is impeached will be banned from all duties, events, meetings, and organized functions of the club until the advisors (as stipulated in Article VI) and Executive Board agree with a 2/3 majority to re-allow membership, if at all.

Section 7 – If an officer has more than 4 unexcused absences, they will automatically forfeit their position. In such an instance, impeachment is not necessary for removal from office.

Article IX – Amendments

Section 1 – Amendments can only be proposed when incorporated to a future meeting.

Section 2 – Amendments to this constitution must be approved by a 2/3 majority of the total voting membership.

Article X - Parliamentary Authority

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Article XIII - Ratification

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