

The Constitution of the Asian American Association at the University of Tennessee

Article I

Name of Organization

Section 1

The name of the organization is the Asian American Association.

Article II

Purpose

Section 1

The Asian American Association intends to influence The University of Tennessee's cultural growth by raising awareness of Asian American heritage and providing representation for Asian American issues. Through activities and events that are service-oriented, social, political, and/or cultural, the Asian American Association will actively work towards diversity, culture, and inclusion.

Article III

Mission

Section 1

The mission of Asian American Association at the University of Tennessee is to create a community in which students can celebrate their culture, discuss social-political issues regarding Asian Americans, underline the importance of diversity, inclusion and solidarity, and have an effective representation on campus.

Article IV

Membership and Suffrage

Section 1

Membership to the Asian American Association must be open to all students, and faculty/staff members where appropriate, regardless of race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.

Section 2

All members are required to pay an annual membership fee to be determined by the executive members before the first official meeting every year.

Section 3

Every member who have paid their annual membership fee shall have one vote to cast for elections, club decisions, or any events or issues that arise throughout the year.

Article V

Executive Board

Section 1

The executive board of the Asian American Association shall consist of officers: the president, the vice president, the secretary, the treasurer, the social chair and the community chair.

Section 2

The executive board shall:

1. Be presided over by the president of the organization,
2. Determine the goals, vision, and direction of the organization,
3. Work to achieve goals and missions for the organization,
4. Create events in accordance to the organization's purpose,
5. Oversee the club's daily functions,

6. Set meeting time and dates,
7. Have the ability to make decisions necessary and proper to keep the organization's purpose.

Section 3

The executive board must meet once every week to discuss matters regarding the organization.
The length of the meeting shall be agreed upon by all executive board members,

Section 4

There must always be an executive member who is of Asian descent.

Article VI

Terms of Office

Section 1

The officers of the Asian American Association must be full-time students in good academic standing at the time of their election and during their term of office. Any student who is not in good academic standing or on disciplinary probation according to the Office of Student Conduct will be ineligible for office.

Article VII

Officer Responsibilities

Section 1

The President of the Asian American Association shall:

1. Be elected by the members of the organization,
2. Serve as the primary representative and leader of the organization,
 3. Be the primary contact for the organization,
 4. Be responsible for all organization's events,
5. Submit all required paperwork for the organization,

6. Meet with the advisor regularly,
7. Have the ability to delegate tasks to other executive board members,
8. Preside over the executive board,
9. Preside over the general body meetings.

Section 2

The Vice President of the Asian American Association shall:

1. Be elected by the members of the organization,
2. Be responsible for the overall internal function of the organization,
3. Be charged with overseeing club morale,
4. Assume the presidency upon the resignation or in the case that the president is incapable of carrying out his/her responsibilities,
5. Be thoroughly acquainted with executive matters,
6. Responsible for the upkeep of the Constitution,
7. Assigns committees and committee positions,
8. Be the secondary contact for the organization,
9. Make room reservations,
10. Be a member of the executive board,
11. Attend general body meetings,

Section 3

The Secretary of the Asian American Association shall:

1. Be elected by the members of the organization,
2. Keep an accurate record of attendance and email list at general body meetings,
3. Send out weekly newsletters to the general body,
4. Keep track of procedural matters like voting records and decision made by members,
5. Be a member of the executive board,
6. Attend general body meetings.

Section 4

The Treasurer of the Asian American Association shall:

1. Be elected by the members of the organization,
2. Handle the financial situation of the organization in accordance with the president,
3. Be responsible for upholding the student organization checking account
4. Produce a budget report for the organization,
5. Oversee fundraising for the organization,
6. Purchase supplies for the organization,
7. Be a member of the executive board,
8. Attend general body meetings.

Section 5

The Social Chair of the Asian American Association shall:

1. Be elected by the members of the organization,
2. Handle the social media of the organization,
3. Create flyers and event publications for the organization,
4. Record and archive the events of the organization,
5. Reach out to other clubs and groups to set up opportunities for the organization,
6. Delegate the upkeep of the Asian American Association website,
7. Be a member of the executive board,
8. Attend general body meetings.

Section 6

The Community Chair of the Asian American Association shall:

1. Be elected by the members of the organization,
2. Organize community service opportunities for the organization,
3. Register for on and off campus events for the organization,
4. Work with the social chair with successfully publicizing events for the organization,
5. Be a member of the executive board,

6. Attend general body meetings.

Section 7

All elected officers in the executive board must affirm their roles every semester in accordance with The Constitution.

Section 8

Every exiting officer is responsible for a transition report that instructs and educates the officer-elect on the responsibilities and expectations of the position.

Article VIII

Elections

Section 1

Officers of the Asian American Association are to be elected three weeks before the last day of spring semester academic calendar. Elections are to be held by secret ballot and a majority vote of the members is required for election. Officers elected during the spring semester will take office immediately after the preceding school year ends and serve for one year. In the event an officer steps down or at least one-third of the membership requests that an officer resign, a new election will be held within one month.

Section 2

All running candidates must abide by the The Terms of Office and must be an official member of the Asian American Association,

Section 3

The process of election is:

1. Nomination - A prospective candidate must be nominated by a fellow member or nominate himself or herself in front of the general body.

2. Interview Process - The candidates must be interviewed by the incumbent executive board.
3. Campaign - The candidates must engage in a campaign to convince the members to vote for himself or herself. Campaigns must be civil. Unethical actions can result in disqualification.
4. Speech - The candidates must prepare a speech and participate in a questions and answers session,
5. Elections - Elections are to be held in front of the general body and a majority of member's vote is needed to be elected.

Article IX

Advisor

Section 1

The Asian American Association will have an advisor who will be a full-time faculty or staff member at UT. The advisor will be elected by majority vote and must agree to serve in this capacity. The advisor will have the responsibility to verify through the Office of Student Conduct that the current officers are in good academic standing and are not on disciplinary probation. The advisor may serve in that capacity indefinitely provided no member of the group requests a re election and at least one-third of the membership is in agreement. If the current advisor wishes to step down, or one-third of the members requests a re election, a new election will be held within one month.

Article X

Meetings

Section 1

General body meetings are to be held once every week on a date and time agreed upon by the executive board. If a meeting date must be changed, expunged, or added, the executive board must come to a decision in regards of the matter before the meeting date.

Section 2

All members are expected to attend regularly scheduled events and meetings unless a valid excuse is present.

Section 3

In procedural meetings, a quorum is reached when 35% of members are present.

Article XI

Events

Section 1

All events sponsored by the Asian American Association should work towards achieving the purpose of the organization.

Section 2

All proposed events by the Asian American Association must be reviewed and discussed by the executive board before the event is sent out to the general body or before the event is executed.

Article XII

Financial Statement

Section 1

An annual membership fee, determined by the executive board, is due every year to become an official member of the Asian American Association.

Section 2

Usage of funds shall include:

1. Payments for necessary materials for events sponsored by the Asian American Association,

2. Payments for fundraising and recruitment efforts,
3. Discretionary spending voted on by the executive board.

Section 3

All financial decisions must be agreed upon by the majority of the executive board. If a majority is not reached, the executive board must deliberate the financial decision with the members of the organization.

Section 4

In the case of the dissolution of the organization, the remaining funds shall be donated to a charitable organization voted on by the majority of the members.

Article XIII

Review and Revising of this Constitution

Section 1

This constitution shall undergo an annual review conducted by the executive board in collaboration with the advisor.

Section 2

Amendments to this constitution must be submitted and confirmed by a 2/3 majority of the members.