



African Students Association In Denizli, ASAD



Preamble

Aware of the need to continue efforts to consolidate the process of integration, interaction, friendship, promote the spirit of Africanism, representation of african culture, to promote the well-being among african students in Denizli. Reaffirming the firm determination to take action to promote the external image of Africa and its students. The member bodies of the students' association in Denizli decide to adopt the present constitution and internal regulations that will constitute the legal framework for the conduct of legality and normality in the statutory.

Constitution

Chapter I

General provisions

Article 1°

Denomination and Nature

The African Students Associations in Denizli, with acronym ASAD, shall be an independent, non-political, non-religious and non-profit student community. ASAD does not discriminate anyone on basis of race, religion, sex, colour, sexual orientation or any other basis covered by the local law.

Article 2°

Mission and Vision

- a) **The vision** of the organisation is to present the positive rich culture of Africa and raise awareness and erase the stereotype thinking and information.
- b) **The mission** is to share the African culture and promote integration as well as the friendship among African students in Denizli.

Article 3°

The objectives

The aims and objectives include:

- a) Propagate the spirit of togetherness, unity and understanding amongst students.
- b) Support one another in times of difficulties and collectively address challenges that may arise in those times.
- c) To partner with any individual, agencies or groups that seek to support or partner with our association for the benefit of all parties.
- d) To protect the rights of its members and to do all the necessary things to promote their welfare and interests.
- e) A platform of sharing ideas and promote our rich African cultures in a positive manner.

Chapter II

Membership, Categories, Functions, Duties and Rights

Article 4°

Membership

- a) Any African student officially enrolled at Pamukkale University and willing to adhere to the provisions of the Constitution shall be eligible for membership in the organization.
- b) Associate Membership may be granted to any non-African student who demonstrates an interest and wants to work within the organization.
- c) Any member that is willing to contribute with fixed fees. The fees for the following year shall be decided at the last general meeting of each academic year.
- d) Any student/member that accept to participate actively and orderly in the programs and activities of the African Students Association in Denizli, in a peaceful way respecting the rules of the activity.

Article 5°

Membership categories

There shall be three categories of membership:

1. **Founding members:** All members who attended the founding of the African Students Association in Denizli;
2. **Effective members:** : All the members in the plan enjoy their rights and that have been admitted.
3. **Honorary members:** All associates or individuals who, because of the exceptional relevance of their activities or actions carried out in support of the association of African students in Denizli, have been proposed and accepted by a general meeting resolution.

Article 6°

Functions,Duties and Rights

The functions and duties of the Members should include but not limited to the following;

- a) Shall participate in all activities organized or approved by the Union.
- b) *Shall contribute their skills, experience and connections for the advancement of the organization.*
- c) *Shall be bound to abide by the constitution.*
- d) *Have to live an exemplary life, which will keep the good image of the organization and Africa.*
- e) *Should not attend or participate in any meeting, gathering or organization on behalf of the organization without the organization's approval.*
- f) *Members shall contribute a fee depending on a specific activites, the amount and time is agreed by the majority of the member at the executive board meeting.*
- g) *To vote and to be voted within the legal framework imposed by the present constitution and internal regulations excluding the associate members;*
- h) *Require the convening and holding of the emergency General Meeting under the statutory terms;*
- i) *To benefit from any project of information, documentation or any financing attributed to the association;*
- j) *To inform and be informed about any matters that concern the African Students Association in Denizli;*

- k) *Accept and hold the positions elected or appointed by the general assembly and other governing bodies of the African Students Association in Denizli;*
- l) *Stand against all acts of social parasitism, discrimination within the organization.*

Chapter III

The Structure, Executive Board, Atributions and Functions

Article 7°

Structure

The governing bodies of ASAD are the following:

- 1. Parliament Council;**
- 2. Executive Board.**

Article 8°

Parliament council

(Attributions and Functions)

- a) The General Assembly shall be the highest legislative and deliberative body of the African Students' Association in Denizli;
- b) And it is constituted by all students in full enjoyment of their rights as effective and honorary partner;
- c) The general assembly shall consist of a bureau elected for a term of one (1) year in elections by universal, direct and secret ballot non-renewable.
- d) The board of the general meeting shall consist of:
 - i. **Speaker;**
 - ii. **Parliament Secretary**
 - iii. **The members of the ASAD**
- e) The chairman of the general meeting shall have a casting vote in cases of failure to vote on any matter in general assembly meeting except the vote of the governing bodies.
- f) In the absence of the speaker , he shall be replaced directly by his/her secretary.
- g) It is the responsibility of the chairman of the general meeting to convey meetings of this body, whether ordinary or extraordinary, and to guide the work of the board in accordance with the constitution and internal regulations approved for that purpose.
- h) The parliament secretary shall coordinate the general assembly meeting, take the participation list, take minutes of the general assembly meeting, register and circulate the minutes of previous meeting and prepare the agenda of following general assembly meeting.
- i) The general assembly have the competence to elect the members of the governing bodies namely the President of ASAD and General Secretary;
- j) The general assembly shall consider and approve the annual plans of activities, the projects; reports on both the activities and finances of ASAD;
- k) To fix the amount of fees and other contributions of ASAD;
- l) The general meeting shall be held once a year. And extraordinarily, whenever it is deemed necessary by the individuals and competent bodies;

- m) It shall be incumbent upon the Speaker of the General Assembly to confer on the members elected for the executive body namely President of ASAD, Vice President and Secretary General in the same General Assembly meeting of ASAD.

Article 9°

Executive Board

- a) The executive board is the executing entity of ASAD, which ensures the operation, management and administration of the association.
- b) The President, Vice President and General Secretary of ASAD shall be elected at the general assembly every year.
- c) It is the exclusive competence of the president of ASAD to constitute its directive cast in consultation with the Vice President and General Secretary.
- d) The chairman of the executive board shall be the President of the African Students Association in Denizli and may delegate any member of the executive board to represent him.
- e) The executive board shall be composed of:
- i. President
 - ii. Vice President
 - iii. General Secretary and Vice
 - iv. Project Manager And Vice
 - v. Treasurer and Vice
 - vi. Cultural Secretary and Vice
 - vii. Communication Officer and Vice
 - viii. Speaking Club Coordinator and Vice
 - ix. Public Relations Committee Coordinators
 - x. Sports Director and Vice
- f) The President has the authority to change or replace any member of the executive board when necessary except the elected ones.

Article 10°

Atributions of Executive Board

The executive board shall have the following duties:

- a) To ensure the financial coordination and implementation of the activities of the association;
- b) To ensure the strict functioning of the corporate bodies and their respective titular members.
- c) Ensure scrupulous compliance with the constitution and internal regulations by the enforcement of decisions.
- d) Appoint or dismiss, if necessary, any member or permanent person in the administration of the ASAD;
- e) Establish and develop relations of exchange with other national and foreign counterparts for the proper functioning of the ASAD;
- f) To elaborate the strategic plans and the respective reports of the finances periodically;
- g) To manage the funds of the African Students Association in Denizli;
- h) To prepare and propose to the general assembly proposals for changes to the constitution and internal regulations as well as other operating systems;

- i) Request an emergency meeting of the general assembly through the Speaker;
- j) To prepare the annual report of the activities and accounts;
- k) To create study or work commissions according to the activities of the current program or project;
- l) The executive board shall meet at least twice a month, and may call any member of the governing bodies to attend.

Article 11°

The Competence of President of ASAD

The functions and duties of the President shall include the following:

- a) The President is responsible for the conduct and compliance with a set of guidelines that allow the achievement of the objectives outlined, as well as for conducting the meetings, checking the appropriate solutions of all the issues to be discussed.
- b) Shall presides meetings and any gatherings.
- c) Shall be responsible for appointing or replacement of the Executive board in consultation with his/her vice and general secretary.
- d) Shall act as the official representative of the organization except in situations when s/he is acting in his/her personal capacity.
- e) Shall give a detailed report to the Executive Board (written and/or verbal) on any activity he/she attends in the name of the organization.
- f) Shall have the authority to take urgent decisions and call emergency meetings when necessary.
- g) Shall notify the Executive board about any invitations made to him/her in his/her capacity as the President.
- h) Shall be responsible for the overall coordination and implementation of all the decisions taken by the organization.

Article 12°

The Competence of the Vice President

The functions and duties of the Vice President shall include the following:

- a) Shall assume office as the Acting President if the President is absent because of any reason;
- b) Shall have the same functions and duties of the president in the absence of the president or when authority is delegated;
- c) Shall act as an advisor and assistant to the President.

Article 13°

The Competence of the General Secretary and Vice

The functions and duties of the General Secretary shall include the following:

- a) Coordinates meetings and collecting suggestions;
- b) Takes minutes of meetings;
- c) Circulates minutes of previous meetings and agenda of following meeting(s);
- d) Create relation with the public, sponsors, other organizations, etc;
- e) Take the participation list on meetings;
- f) The vice secretary shall collaborate with him/her in duties and take his/her place in case of his/her absence.

Article 14°

The Competence of The Project Manager and Vice

The functions and duties of the Project Managers shall include the following:

- a) Shall organize functions/activities;
- b) Write proposals;
- c) Shall mobilize the members for performing activities;
- d) Shall be in charge of managing the activities committee coordinators;
- e) The vice project manager shall collaborate with him/her in duties and take his/her place in case of his/her absence.

Article 15°

The Competence of The Treasurer and Vice

The functions and duties of the treasurer shall include the following:

- a) Shall be in charge of the organization's finance and shall act as the organization's Accountant;
- b) Will present the Financial Report at the general meeting and at any other relevant meetings;
- c) And keep financial records of any income and expenditure of the organization;
- d) Shall make sure that subscription fees are collected or paid directly to the organization's bank account and documented in a timely fashion;
- e) Shall be in charge of managing the finance committee coordinators;
- f) His/her vice shall collaborate with him/her in duties and take his/her place in case of his/her absence

Article 16°

The Competence of The Cultural Secretary and Vice

The functions and duties of the cultural secretary shall include the following:

- a) Shall organize, coordinate and schedule cultural events or performances by working closely with the project manager
- b) Coordinate with cultural societies in Denizli;
- c) Identify African Culture enthusiasts by organizing a yearly questionnaire exercise for new students;
- d) Shall motivate members and non members to participate in cultural activities;
- e) His/her vice shall collaborate with him/her in duties and take his/her place in case of his/her absence

Article 17°

The Competence of The Communication Officer and Vice (MEDIA)

The functions and duties of the communication officer shall include the following:

- a) Shall act as the official voice of the organization to the media and the public;
- b) Shall act as an information and publicity officer;
- c) Shall be in charge of managing the media committee coordinators;
- d) Her/his vice shall collaborate with her/him in duties and take his/her place in case of his/her absence

Article 18°

The Competence of The Speaking Club Coordinator and Vice

The functions and duties of the speaking club coordinator shall include the following:

- a) Highlight the importance of participation by partitioning learners into small groups where they can be free to express themselves;
- b) Planning and delivering language learning activities; working with their learners to identify their needs and goals; signposting learners to more advanced language learning.;
- c) Promote individual research by sending learning materials at least 2-3 days before the lesson;
- d) Plan discussion topics per semester/year
- e) His/her vice shall collaborate with him/her in duties and take his/her place in case of his/her absence

Article 19°

The Competence of Public Relations Committee Coordinators

The functions and duties of the public relations committee coordinators shall include the following:

- a) Shall be in charge of relating the organization with people. Shall also serve as peace making body
- b) Shall be in charge of the public relations committee coordinators
- c) Shall also work in hands with the President and Communication Officers
- d) Create relation with the public, sponsors, other organizations, etc.

Article 20°

The Competence of The Sports Director and Vice

The functions and duties of the sports director shall include the following:

- a) Shall secure location for sports events;
- b) Coordinate with coaches about the scheduling of games and practices and with executive members in planning of trips;
- c) Prepare budgets and allocating spending on things like equipment purchases and team travel;
- d) Shall conduct team and ensure team's safety;
- e) His/her vice shall collaborate with him/her in duties and take his/her place in case of his/her absence;

Chapter IV

Finance and Founding

Article 21°

Finance and founding

1. The funding of the organization will be partly provided by the subscription fees;
2. The organization can ask for sponsorship from educational and social organizations,
3. African consulates, individuals, universities, Turkish Ministry of National Education and
4. any other organization approved by the organization;
5. There will be fund-raising activities to raise funds where there is need.
6. At least there should be a bank account accepting both local and foreign currencies, for
7. the subscription fees and fund-raising activities which will also serve to rescue or to help
8. solving some problems that might occur in Africa or to members as part of the
9. organization's contribution etc.

Chapter V

Electoral Process

Article 22°

Elections

This regulation serves to discipline the electoral process of the president, vice president and general secretary of executive board in accordance with the constitution.

The convocation of the Electoral General Assembly

- a) The General Assembly shall be convened by the Speaker in advance of fourteen days
- b) Between the date of the convocation and the date of the election, there shall be a period to consult the list of members in full enjoyment of their rights.
- c) Members not included in the list referred to in the previous because of the suspension of social rights, in accordance with the constitution, may regularize their situation in order to be admitted to vote and of the constitution and be elected.
- d) A member may be voted if he/she has at least two contributions of quotas and at least one presence (including that of the date of election).
- e) A member can aspire for an elective positive if he/she is ready to devote his/her time for the greatness of the association.

Article 23°

Submission of candidates

1. The application to the corporate bodies/positions is made by submitting lists subscribed by all candidates who must complete the bodies and their respective places to compete
2. Only members in the full enjoyment of their rights may integrate the lists, not being allowed to apply for more than one list.
3. The lists are presented to the speaker of the board until a few days before the act electoral.
4. The Bureau of the General Assembly shall assess the regularity of the candidates in a period before the date of the election, proceeding to the respective and identifying them in alphabetical order according to the order of presentation.
5. In the event of rejection of lists, the General Meeting Board shall announce the reason for rejection, a decision that shall state the reasons on which it is based.
6. The candidates to the post of the president, vice president and general secretary shall not be the ***first(PADAM students) and last year student at Pamukkale universite.***
7. The Election Day of the Student Association President, Vice President, General Secretary and Speaker shall be the week after the first semester's exams in **January every year.**

Article 24°

Voting process

- a) Officers will be elected by written ballot which active members casting a vote.
- b) The vote shall be secret.
- c) It shall be incumbent upon the Bureau to ensure the most expedited manner of expressing the vote.
- d) Null votes are those that contain any erasure or cut in the name of any of the candidates.
- e) In the event of the omission of one of the candidates his application will be canceled.

- f) In the case of the existence of a single candidate, it will automatically be approved as winner without recourse to the ballot.

Article 25°

The proclamation of the winning list

- a) The list that collects the majority of votes validly cast is proclaimed elected.
- b) Elected members shall immediately take possession, in the presence of the speaker of the meeting.

Article 26°

Complains

- a) The candidate must present the complain about the results soon after counting the votes.

Article 27°

Tenure of Office

- a) All elected officers shall hold office for a term of one (1) year from the day of swearing in and may be eligible for re-election for another term.
- b) No officer shall serve on a particular post for more than two (2) terms Provided that such officer may be allowed to continue if at the time of nomination for elections, no new candidate indicates interest, and the out-going officer is willing to serve.

Article 28°

Training of Successor

- a) All officers shall be responsible for training their successors at no cost to the Student Association

Chapter VI

Article 29°

Resignation and Recall of officers

- a) Any officer of the Association may relinquish his/her office voluntarily and such should be made in writing to the Exco;
- b) Any officer/elected members may be removed/impeach from office based on misconduct or whenever there is an established act(s) of wrong doing against him/her;
- c) Act of wrong doing shall include:
- I. Misappropriation of funds
 - II. Disrespect to constituted authority
 - III. Dereliction/neglect of official duty
 - IV. Use of un-parliamentary language during meetings
 - V. Other acts of misconduct as may be determined by the committee.
- d) A two-thirds majority vote is necessary to successfully remove an officer

Chapter VII
Supremacy, Amendments and Adoption

Article 30°

Supremacy

This Constitution is supreme and its provisions shall have binding effect on all members and organs established under this Constitution. But it is not binding unto itself.

Article 31°

Amendments

- a) a) Any amendments to this Constitution shall only be made at the Convention (General Meetings) and for such amendments to become effective it shall be passed by not less than 2/3 of members present;
- b) b) Any member of the association that desires an amendment to the Constitution must communicate the proposed amendment to the Parliament Secretariat in writing not later than three (3) months before the Convention.

Article 32°

Adoption

The re-structured/amended constitution was adopted at the Convention (General Assembly Meeting) held at the -----, Pamukkale University on the Fourteenth day of January in the year 2023 (14/01/2023) by ----- members of ASAD.

