

THE CHINESE STUDENTS AND SCHOLARS ASSOCIATION AT UMR

(Approved in November, 1999)

I. The Name

Article 1: This organization shall be named "Chinese Students and Scholars Association at University of Missouri-Rolla", abbreviated as CSSA.

II. Aims and Objectives of the Organization

Article 2: CSSA is a completely independent and non profit organization mainly representing the Chinese students and scholars at UMR from the People's Republic of China. The purpose of CSSA is to serve as the representative of Chinese students and scholars at University of Missouri-Rolla, to safeguard and promote its members' interests, to seek to promote communication and cultural interaction between the different people in the local community, to make everyone here aware of the colorful, rich and diverse Chinese culture that we bring with us.

III. Membership

Article 3: Any registered undergraduate or graduate student at UMR is eligible to join CSSA.

Article 4: Associate membership shall be extended to those who have an interest in CSSA, including UMR faculty and staff. Associate members will have the right to speak but not to vote or hold office.

Article 5: A regular member will lose his membership in one of the following situations: 1, Graduation; 2, Permanent leaving; 3, Self termination; 4, serious misdemeanor against CSSA.

Article 6: CSSA accepts communicating members, the communicating members have no rights to vote or to stand for election.

IV. Officers

Article 7: The board of officers is composed of four members: one president, one vice president, one treasurer and one secretary.

Article 8: The officers shall be elected by CSSA at its business meeting during the beginning of each winter semester. The nomination of candidates should be announced to CSSA members a week before the meeting. The officers shall be elected from candidates nominated, and the candidates get the most number of ballots from the first to the fourth most will hold office. The candidate having the most ballots is elected as the president.

Article 9: The officers shall fulfill the duty of this constitution, shall execute any resolution by the business meeting of CSSA. The officers represents the CSSA to perform the duty of executive power of internal, foreign, and financial affairs, etc.

Article 10: The officers are in charge of CSSA affairs immediately after the election for a full year.

Article 11: Duties of Officers

A. *President*

1. obey and enforce the constitution and bylaws of CSSA,
2. act as the official representative of CSSA for all internal and external affairs,
3. be held accountable to CSSA as a whole,
4. call meetings and preside at meetings of CSSA and Executive Committee,
5. appoint and replace other officers and chairpersons of ad hoc committees as necessary,
6. see that all resolutions passed by a vote of regular members present at business meetings be implemented, and
7. authorize expenditures within CSSA budget.

B. *Vice-President*

1. act in the official capacity of the President in his/her absence or at the request of the President,
2. serve as Acting President in case the President vacates his/her elected office,
3. coordinate and oversee the work of the Executive Committee and ad hoc committees,
4. be responsible for publicity of issues and events outside CSSA pertaining to CSSA or its members, and
5. see that the Constitution and bylaws of CSSA are followed.

C. *Secretary*

1. act as recorder of all business brought before CSSA and be held responsible and accountable for all records of CSSA,
2. notify the faculty advisor and the campus of any changes in personnel (i.e., officers),
3. furnish a complete list of names and addresses of regular members, associate members, officers and faculty advisor and the campus, and
4. see that copies of the current constitution and bylaws are available to new members.

D. *Treasurer*

1. establish and maintain CSSA's financial and property records,
2. be held responsible and accountable to CSSA for all transactions,
3. provide a financial report on expenditures and treasury balance during the last regular meeting in the Fall and Winter semesters, and
4. collect all dues and fees.

Article 12: If the vacant positions are not more than two, the board of officers can appoint proper members to the vacant seats of the board of officers, otherwise elections will be conducted in the same manner as the annual elections. Elections must occur within 4 weeks after the vacancy and be for the remainder of the term.

Article 13: A hearing shall be held within two weeks after a motion for impeachment has been passed to allow the officer-in-question to defend their position. The vote for or against impeachment is to take place at the meeting following the impeachment hearing. Impeachments will require two thirds vote of all regular members.

V. Advisor

Article 14: CSSA shall have an advisor from the faculty or professional staff at UMR. He/she shall be nominated by the board of officers no later than the regular meeting following the

Presidential election and be elected by two-thirds (2/3) of the regular members present at a business meeting. The advisor shall serve for a period of one year and can be re-elected. The advisor may attend Association meetings and shall have right to speak but not to vote.

VI. Dues

Article 15: The membership dues may be recommended by the board of officers and must be approved by simple majority of the regular members present at a business meeting. Dues are to be collected at the beginning of spring and winter semester each year. The dues will be paid to the treasurer of CSSA. Change in the amount of dues will require a majority vote of regular members. An associate member shall pay associate membership dues.

VII: Meetings

Article 16: Regular meetings shall be held at least once a month in each regular semester, Fall and Winter. There are two major meetings each year: one may serve as a welcome meeting for (new) members, and an Executive Committee agenda for the semester shall be announced; another may serve as a celebration meeting for all members, and a summary report shall be delivered. Special meetings may be called by the President at any time or at the written request of at least one-fifth(1/5) of the regular members of CSSA.

Article 17: A quorum shall be constituted by a simple majority (1/2) of the regular members of CSSA. A quorum must be present to conduct business. Unless stipulated otherwise, two-thirds (2/3) of the regular members present at a business meeting shall be needed to pass all motions, amendments, and the like.

VIII: Constitution

Article 18: The draft of the Constitution must be distributed to every regular member before a formal vote, and two-thirds(2/3) of the ballots are required for its final adoption.

Article 19: The Constitution must be approved by the Student Affairs Committee and by the Academic Council.

Article 20: Proposed constitutional amendments to this Constitution must be submitted to the board of officers in written form by at least one-third (1/3) of regular members of CSSA. The text of a proposed amendment shall then be distributed to all regular members at least one week prior to the final vote for approval of the amendment. Final approval of the proposed amendment requires a two-thirds (2/3) majority vote of regular members of CSSA. If a proposed amendment receives less than a two-thirds (2/3) majority vote of all regular members, it may not be reconsidered for at least one academic semester. The amendments must be approved by the Student Affairs Committee and by the Academic Council or their designated representative.

IX: Bylaws

Article 21: CSSA shall adopt bylaws as necessary to fulfill the responsibilities and objectives of CSSA. Bylaws must be submitted in written form by regular members only. Amendment or revocation of bylaws shall require a two-thirds (2/3) majority vote of regular members present at a business meeting.

X: University policies

Article 22: CSSA shall abide by all applicable provisions of University Policies for Student Life.

(END)

By laws

Article 23: The members shall have the rights to attend all activities, to vote and to stand for election, to propose motions, and the rights to appeal.