

Constitution of Japanese Student Association

Preamble

JSA strives to promote greater awareness and deeper understanding of Japan to the IU community. JSA speaks for the Japanese community, welcomes diversity and cooperation with other student organizations.

Article I—Membership

Japanese Student Association allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

Article II—University Compliance

This organization shall comply with all Indiana University regulations, and local, state and federal laws.

Article III—Executive Officers

President

The President shall be the principal executive officer and shall have the following duties:

1. To preside at all meetings of the organization.
2. To prepare the agenda for all officer and chapter meetings.
3. To call special meetings of the organization, when required.

Vice President

The Vice President shall assume the duties of the President in the event of absence or vacancy of the President. In addition, the Vice President shall have the following duties:

1. To assume the duties of the President (until a special election can be held) in the event of a vacancy in the office.
2. To assist the President in his/her duties

Secretary

The Secretary shall have the following duties:

1. To keep a record of all members of the organization and their contact information.
2. To keep a record of all activities of the organization.

3. To keep a record of attendance at all meetings and functions.
4. To keep and distribute minutes of each meeting of the organization.
5. To notify all members of meetings.
6. To handle all official correspondence of the organization.

Treasurer

The Treasurer shall have the following duties:

1. To keep all financial records of the organization.
2. To prepare and submit financial reports to the members.
3. To be responsible for collecting dues and notifying members who are delinquent in their payments.

Article IV—Advisor

1. The Advisor to this organization must be a member of the IU faculty or staff.
2. The organization Advisor shall be appointed by the members of the organization at the beginning of each academic year.

Article V—Meetings

Meeting: TBD.

Procedures for calling special meetings or canceling meetings: via e-mail or phone call

Article VI—Elections

Selection: Vote from current members

Term of office: One semester-one year

Article VII—Non-Hazing

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the 5 person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Article VIII—Personal Gain Clause

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the

organization. Individual members may not receive compensation from for-profit companies if acting as a representative of a student organization.

Article IX—Amendments

Amendment requires previous notification, also an eighty percent of affirmative vote of those present and voting, or of those present for its adoption.

By-Laws

1. All JSA board members have the right to resign from JSA or step down from their current position. JSA board members have the right to expel a JSA board member under the circumstance in which he/she fails to fulfill his/her duty. All board members must be in agreement of the expulsion.
2. JSA members are required to pay an initiation fee of 10 dollars. The last date for the refund is three days after the initiation fee payment. The rights and privileges of a JSA member will be lost in the case of his/her delinquency; that is, the use of JSA properties for personal use, the failure to fulfill of designated duties, and inappropriate behavior as an official JSA member.
3. JSA board members' term of office is one semester/year. Holding the position of President, Vice President, and Treasurer will require a one semester term of office prior to the election. Following election, duties are selected as determined by board members.
4. JSA board members are responsible for their designated duties, and their given authorities. The authority is given for the purpose of managing this official committee and public activities, and should never be used for personal reasons. The duties of JSA board members are to provide cultural experiences and opportunities to meet new interesting people for JSA members and people in the community.