

The Constitution of Thai Student Association

Preamble

The official name of the association is “Thai Student Association” (TSA). The Association is established to connect all Thai students within Indiana University and also Thai students from other universities in the United States. In addition, as a group of Thai students, we are representing Thailand and Thai cultures to others through the participation in any cultural or other activities. Our intent is to assist newly arrived students and visiting scholars, to establish and support activities that will benefit Thai students, and to introduce Thai social, cultural, and traditional information to people in those countries.

Definition

- (1) ‘Constitution’ means the Constitution of Thai Student Association
- (2) ‘General meeting’ means the meeting of all members of the Association
- (3) ‘Simple majority’ means more than half of a number of the members who attend the meeting
- (4) ‘Absolute majority’ means more than half of a number of all members

Article I: Membership

(1) Any of Indiana University students is capable to be a member of TSA. Participation therein must be 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.

(2) All of TSA’s officers and a majority of its members must be currently enrolled at Indiana University.

(3) To be a member of TSA, an applicant must be approved in general meeting by simple majority. A membership can be removed in general meeting by absolute majority.

Article II: University Compliance

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

Article III: Executive Officers

(1) TSA’s chief executive is the President of Thai Student Association (‘the President’) who shall be elected from a member in general meeting by absolute majority. The President is the representative of TSA.

(2) After elected, the President shall form an executive board by appointing a Vice-President, a Treasurer, a Secretary, and up to two assistants. These officers must be from the members of TSA. The President has the exclusive discretion to appoint or discharge any executive officer.

(3) TSA's operation is led by the executive office. To run the business of the Association, the president is empowered to call an executive meeting and general meeting. In general meeting, the decision is made by simple majority unless said otherwise in this Constitution.

(4) Each of an executive officer has duties and responsibilities below.

a. The President

- i. Presiding over meetings of the association
- ii. Calling meetings of the association
- iii. Facilitating executive meetings
- iv. Remaining fair and impartial during association decision making processes
- v. Preparing and filing any report required
- vi. Maintaining contact with association adviser
- vii. Maintaining contact with association alumni
- viii. Maintaining contact with affiliated university department or community partner
- ix. Maintaining contact with other associations
- x. Representing the association to the University
- xi. Representing association at official functions
- xii. Serving as a spokesperson for TSA
- xiii. Serving as a secondary signatory on financial accounts
- xiv. Assisting all executive officers
- xv. Providing follow-up to associational tasks
- xvi. Organizing executive board retreats
- xvii. Coordinating executive board officer transitions
- xviii. Providing encouragement and motivation to fellow officers and association members

b. The Vice-President

- i. Assuming the duties of the President in his or her absence
- ii. Directing Constitutional updating and revisions
- iii. Recruiting new members
- iv. Representing association at official functions
- v. Remaining fair and impartial during associational decision making processes
- vi. Performing other duties as directed by the President

c. The Treasurer

- i. Serving as the primary signatory on financial accounts
- ii. Paying association bills
- iii. Collecting association dues
- iv. Keeping all financial records of TSA
- v. Preparing an annual budget
- vi. Preparing all budget requests for funds
- vii. Preparing and submitting financial reports to the members
- viii. Maintaining a financial history of TSA
- ix. Providing advisor with summary of financial records at the end of the academic year
- x. Advising members on financial matters
- xi. Preparing purchase orders, requisition forms, or supply requests
- xii. Coordinating fundraising drive
- xiii. Coordinating solicitations
- xiv. Filing reports on all stolen or lost equipment
- xv. Maintaining an inventory of all equipment and its condition
- xvi. Representing association at official functions
- xvii. Remaining fair and impartial during association decision making processes
- xviii. Performing other duties as directed by the President

d. The Secretary

- i. Obtaining appropriate facilities for association activities

- ii. Keeping a record of all members of TSA
 - iii. Keeping a record of all activities of the association
 - iv. Preparing an agenda with the President for all meetings
 - v. Notifying all members of meetings
 - vi. Preparing association's calendar of events
 - vii. Keeping the association informed of both associational and university business
 - viii. Keeping and distributing minutes of each meeting of the association
 - ix. Creating and distributing agendas for each meeting of the association
 - e. The Assistant(s)
 - i. Assisting all executive officers as assigned by the President or Vice-President
 - ii. Performing other duties as directed by the President or Vice-President
- (5) The president and executive office shall hold office for period of one academic year.

Article IV: Advisor

- (1) There is at least one advisor of TSA who is from an Indiana University faculty or staff member.
- (2) The advisor has the responsibilities and duties to
- a. work to maintain the organization and delegate tasks with the executive board members;
 - b. work to improve the effectiveness of an organization and assist them in reaching organizational goals. In this role he or she will spend more time sharing a vision for the organization rather than maintaining the organization; and
 - c. spend time as a sounding board with students. This role serves to provide students with an educational experience that will complement or supplement their education. Our hope is that advisors will not give students too many answers, but will ask questions that will teach them how to think through situations, therefore supporting them in their creation of the bigger picture for the organization.

Article V: General Meetings

- (1) There are two kinds of general meeting: regular meeting and special meeting.

(2) The President shall call for regular meeting once a month by notice all members in advanced at least two days. The notice must contain the place, time, and agenda of the meeting. The notice can be sent electronically. To form a quorum of the meeting, the presence of not less than one-half of the total number of the existing members is required.

(3) In case of emergency or necessity, the President or one fifth of a number of all members may call for a special meeting. To form a quorum of the meeting, the presence of not less than one-third of the total number of the existing members is required.

(4) The President shall be a chairman in the meeting. In the absence of the President, the Vice-President or one of the members who attends and is elected at the beginning of the meeting shall be a chairman.

(5) The chairman of the meeting will run and control the meeting. The decision in the meeting will be made by simple majority. In the situation, where there are equal votes in each option, chairman shall be the person who makes the decision.

Article VI: Election of the President

(1) The election of the President shall be held once an academic year in the first meeting of each academic year.

(2) Any member of TSA has a right to nominate a person from a member of TSA to be a president candidate.

(3) Any member of TSA has a right to vote at an election of candidates. The election shall be by direct suffrage and secret ballot.

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 person as a condition of association with a group or association, regardless of the person's consent or lack of consent.

Article VIII: Dues, Budgets, and Finances

(1) In order to impose the duties to all members to pay dues, the requirement is the approval of general meeting by simple majority. However, the amount of money each member has to pay must not exceed \$10 per month unless the absolute majority has approved.

(2) The rules, procedures and conditions about the payment shall be proposed by the Treasurer with the approval of the general meeting.

(3) In order to spend the money from the budget of TSA, the requirement is the approval of general meeting by simple majority.

(4) If TSA dissolves, the remaining money shall be returned to all members in proportion depending on the money each member has paid.

Article IX: 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 X: Statement of Non-Discrimination

The Thai 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 XI: Amendments

(1) The amendments of this Constitution can be proposed by

- a. The executive office
- b. One-fifth of a total number of members

(2) The consideration of the amendments shall be made in the regular meeting. To ratify an amendment, the one-half of a total number of members is required.