

Constitution of American Chinese Youth Association

Article I. Name of Club

American Chinese Youth Association

Article II. Purpose of Club

The mission of American Chinese Youth Association is to give American and Chinese scholars and students the access to reach out the academic, cultural, and career resources. As for standing in front of the world, we focus on both local and international affairs. We are looking forward to provide you with a communication platform.

Article III. Qualification of Membership

Section 1: Nondiscrimination

Solidarity Committee welcomes individuals of all backgrounds to join. This includes all IU students, faculty, staff, and members of the community. Any undergraduate student of IU may become a member of the club. This club honors the Student Government full participation policy of undergraduate students

Section 2: Voting Members.

Any undergraduate IU students may be a voting member as long as they attend a minimum of 2 meetings or events per year and support the club's mission statement.

Section 3: Voting Member Removal

A voting member can be removed through a majority vote by the executive board. A vote cannot occur until the individual being removed has been given at least five minutes before the board to defend their case. The individual is not required to accept these five minutes or speak in front of the board. The following is a non-exhaustive expletory list of potential reasons for removal:

1. Excessive absence
2. Harassment or assault of any kind
3. Working against the mission of Solidarity Committee
4. Actions which defame the group
5. Discriminatory behavior or bigotry

Section 4: Nonvoting Membership

Any undergraduate or graduate IU student or faculty member may be a non-voting member of the club. In order to become a non-voting member one must attend 1 club event/meeting per year

Section 5: Nonvoting Member Removal

A nonvoting member can be removed through a majority vote by the executive board. A vote cannot occur until the individual being removed has been given at least five minutes before the board to defend their case. The individual is not required to accept these five minutes or speak in front of the board. The following is a non-exhaustive expletory list of potential reasons for removal:

1. Excessive absence
2. Harassment or assault of any kind
3. Working against the mission of Solidarity Committee
4. Actions which defame the group
5. Discriminatory behavior or bigotry

Article IV: Officers

Section 1: Executive Board Positions

Council:

- a. Serves as the chief executives of the club formed by 4 members
- b. Supervise the chief of each department
- c. Inspect the financial statement of the organization

Treasurer:

- d. Keeps complete and accurate account of the club's funds
- e. Puts in requests for use of club funds
- f. Prepares the annual budget request packet with the President
- g. Reports to the council on all relevant financial matters

Public Relations Department:

- h. Understand the specific planning of future activities, and make targeted preparations for guests or professors for the main body of the event and the pre-event activities.
- i. Collaborate or communicate with potential online and offline groups in future activities.
- j. Contact existing and potential sponsors to receive funding for the event.
- k. Consolidate and expand existing and future professor alumni relationships.

Activities Department:

- l. Coordinating and coordinating all departments to ensure the normal activities of the activities. Have the right to make decisions on the activities.
- m. Responsible for and prepare the details of the activities and site layout, the guests communication and decide the venue.

Media Department:

- n. We-chat Account management
- o. Website design and content management, update website information.
- p. Active material supply, such as image processing, poster production

Finance Department:

- q. Manage all team funds.
- r. Record income and expenditure and funding trends.

Human Resources Department:

- s. Responsible for team recruitment: mainly includes the development of new recruiting plans, a variety of ways to expand recruitment channels, standardize the recruitment process, interviews and so on.
- t. Team member information and attendance management.
- u. Promote effective communication among people in the community, organize daily community meetings, and coordinate with other departments

Article V. Government

Section 1: Events

a. Executive board responsible for general body meetings, events, fundraising

Section 2: Executive Board Meetings

a. Weekly or bi-weekly executive board meetings will be held to create and discuss events

b. Attendance of all officers is required for e-board meetings

Section 3: Quorum

a. Quorum shall be used for elections, amendments, and impeachments.

b. Quorum for elections is based on the following:

1. All executive board running candidates must be present at the elections meeting.

2. Current executive board members must be present at the

Elections unless one has a legitimate excuse to be absent then their absence is okay. These legitimate excuses include illness, school-related events, or anything of what the board determines to be of similar severity.

Section 4: Organization Recruitment and Removal

A. To recruit a new person into the American Chinese Youth Association:

All process should be held by the specific department through the interview and finally approved by the council. The new person will firstly have an interview with the department he/she chose when applies for joining the organization. Then the department will decided whether to let this person in. A 2/3 majority vote will pass the decision. Finally, the list of new members will be sent to the council, which is made by four members. The council will do the final decision. A 3/4 majority vote will pass the decision

B. To remove a member already in the organization:

The specific department will have a vote council within the department. A 2/3 majority vote will pass the decision.

C. To select a member into the council:

The member who wants to get into the council should submit an application. The deliberation will be taking by the votes from the original council (A 3/4 majority vote will pass the decision). The beginning 4 members' council will be formed by voting from all members in the organization. A 3/4 majority vote will pass the decision.

D. To remove a member in the council:

The deliberation will be taking by the votes from the council (A 3/4 majority vote will pass the decision).

E. Reasons that members may be removed:

1. The members have more than 3 times absence to the weekly meeting per semester
2. The members fail to do the work that they should finish

F. The members will be given the opportunity to state their side of the story before they are voted off the organization. If they feel not comfortable about the decision, the organization will go through the voting process again. For a general member, the specific department will hold the process. A 2/3 majority vote will pass the decision. For the leaders in the council, A 3/4 majority vote will pass the decision.

Section 5: Elections

A. Only voting members of the Club may be allowed to run for office and vote in the Club election.

B. Officer Elections must take place before the last day of classes of the spring semester of that year. Elections shall occur within the month of April in the spring semester.

1. In the event an election cannot take place before the last day of spring semester classes, the existing officers will remain as the officers for the summer. A new election must take place by the first of October of the upcoming fall semester

Article VI. Miscellaneous

A. As a member club of the IU Student Association, Solidarity Committee respects the views and opinions of all.

B. Solidarity Committee shall serve as a safe space for all people.

C. Solidarity Committee respects the Student Association's rules and regulations and follows the non-discrimination policy of the IU.

D. Solidarity Committee takes responsibility for the actions of its members only under supervised Solidarity Committee events.

1. However, any actions taken outside of the perimeters of the club, in person or online on social media such as Facebook, Twitter, Instagram, etc. do not reflect on Solidarity Committee as a club.
2. Members are responsible for their own actions, postings, and profiles on their own social networking pages.
3. Solidarity Committee should not be held accountable nor responsible for any controversial or questionable acts that may occur outside of the perimeters of the club.

4. Solidarity Committee has its own social media websites.
 5. Solidarity Committee does not condone any violence, but instead promotes peace and unity amongst all on and off campus.
- G. Solidarity Committee commits to respect the privacy and security of all members. As such, no one outside of the executive board should have access to the names or email addresses of Solidarity Committee members unless compelled by law.

Article VII: Amendments

- A. Any voting member may propose an amendment to the club Constitution by proposing a written amendment to the officers.
1. The person must explain their proposal and why they think it will benefit the organization.
 2. The executive board must vote to proceed from that point
 3. The amendment must be voted on within two weeks when it is presented to the executive board.
- B. Amendments to this constitution and by-laws may not violate any IUSG, IU, Indiana State, or Federal rules, regulations, or laws.

Article VIII: Clauses

- A. Anti-Hazing Policy:** 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 organization, regardless of the person's consent or lack of consent.
- B. Personal Gain Clause:** This organization 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 directly from for-profit companies if acting as a representative of a student organization.
- C. University Compliance Clause:** This organization shall comply with all Indiana University regulations, and local, state and federal laws.
- D. Children Clause:** Programs Involving Children This organization, when working with children will be aware of and abide by the University's Programs Involving Children (PIC) Policy.

E. Travel Clause: This organization, when traveling internationally, will coordinate their travel through the Office of Overseas Study.

Article IX: Advisor

Advisor Responsibilities:

- ❖ The advisor shall assist the group in their execution of roles and responsibilities.
- ❖ The advisor shall provide feedback to the organization regarding its operation and functioning.
- ❖ The advisor shall serve as a resource.
- ❖ The advisor should provide advice upon request, and also should share knowledge, expertise, and experience with the group.
- ❖ The advisor will be a nonvoting member of the organization.

Advisor Removal Reason:

When the advisor fails to do the duties above.

To remove an advisor:

The deliberation will be taking by the votes from all of the members in the organization. (A 3/4 majority vote will pass the decision).

The advisors will be given the opportunity to state their side of the story before they are voted off the organization. If they feel not comfortable about the first decision, the organization will go through the voting process again. The deliberation will be taking by the votes from all of the members in the organization. A 3/4 majority vote will pass the decision.