

# **CONSTITUTION**

## **Bangladesh Student Association at NCSU**

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### **Article I: Organization Name**

The name of the student organization will be **Bangladesh Student Association (BSA)**.

### **Article II: Purpose Statement**

- Bangladesh Student Association (BSA) at NCSU is the platform through which students and faculty on campus can come together to raise awareness about Bangladesh.
- BSA will provide voluntary service and support to the students and promote Bengali culture and other activities on campus.
- BSA will welcome new Bangladeshi students and help them to cope up with local culture as well as to the NCSU campus life.

### **Article III: Membership and Eligibility Criteria**

- All Bangladeshi and Bangladeshi-American students currently enrolled at North Carolina State University can be member.
- Membership of this association will be open to any enrolled North Carolina State University student, faculty or staff regardless of race, color, religion, gender and age, when he/she sign the BSA membership agreement form.
- The association and its members agree to stick to city, state, and federal laws, to the Student Code of Conduct and Student Government - any member found violating this may be detached from the organization.
- Membership will be retained until the student severs relation with the University whether by graduation or for any other reason.
- Any member may resign at any time by filing a written resignation to the President.

### **Article IV: Officers**

- The Bangladesh Student Association committee will consist of a President, Treasurer and Three officers.
- All officers need to be member of Bangladesh Student Association and currently enrolled at North Carolina State University.
- The committee of BSA need to be changed in every year.
- Any officer may be removed by two-third vote of the committee. Any officer removed may appeal to the general membership.

## **Article V: Duties of the Officers**

### **Section 1: The President**

- The President will be the chief executive officer; and
- The President will be the official representative of the organization.
- Vacancies in offices will be filled by appointment of the President with approval of the committee.

### **Section 2: The Officer I**

- The Officer I will be responsible of President duties in the absence of the President.
- The Officer I will keep current copies of the constitution and bylaws.
- The Officer I will be responsible for scheduling programs i.e. picnic, farewell of graduated members, etc.; and
- The Officer I will perform other duties of BSA as directed by the President.

### **Section 3: The Officer II**

- The Officer II will be responsible for keeping the minutes of all meetings and the meetings of the committee.
- The Officer II will provide a copy of the minutes for each officer and keep a master file; and
- The Officer II will maintain a complete and accurate account of attendance and membership status.
- The Officer II will be responsible to update association's web page.
- The Officer II will perform other duties of BSA as directed by the President.

### **Section 4: The Officer III**

- The Officer III will be responsible for managing social media pages of the organization.
- The Officer III will be responsible for arranging sports event and booking event venues.
- The Officer III will perform other duties of BSA as directed by the President.

### **Section 5: The Treasurer**

- The Treasurer will keep updated record of all monetary transactions; and
- The Treasurer will be responsible for checking the accuracy of all bills and invoice and paying them correctly and on time; and
- All Income and Expenses will go through BSA bank account; The bank account will be operated by joint signature of The Treasurer and The President.

## **Article VI: The Advisor**

- The committee will appoint one Official BSA Advisor.
- The Advisor will provide feedback to the organization regarding its operation and functioning.
- The Advisor will serve as a resource.
- The Advisor must be a full time faculty of North Carolina State University.
- The Advisor will be a nonvoting member of the organization.

## **Article VII: Election**

- Election of the President, Treasurer, Officer I and Officer II will be held annually in Summer semester.
- Nominations will be initiated from the floor and election done by ballot or voice vote or secret ballot.
- Candidates may nominate themselves or be nominated by other members.
- Qualified president candidates must have finished at least one year at NCSU.

## **Article VIII: Meetings**

- Meetings will be held at the beginning of each semester and necessity basis at a designated time and place during the Spring and Fall semester for the purpose of determining policy, activities, programs, and other business.
- Meeting will be open to any NCSU student, faculty and staff.
- If a meeting being canceled, Officer II will inform all the members beforehand.

## **Article IX: Amendments**

This constitution may be amended by a two-thirds majority vote of the membership. Any officer, Advisor or any three members of BSA may propose an amendment. Proposals need to be filed in writing with the president prior to a meeting so that the group may debate the proposal. Amendments may be voted on at regular or special meetings.

## **Article X: Dissolution**

BSA can be dissolved by approval of two-thirds of all the members in terms of voting in a special meeting organized by the President. In case of dissolution this meeting will also decide on the debt and assets of BSA.

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