



The Constitution of the Muslim Students Association at North Carolina State University

Preamble

We, the Muslims at North Carolina State University have agreed to and have adopted the present constitution as the constitution of the Muslim Students Association hereinafter called the MSA. The MSA is an Islamic Organization. Its aim is to please Allah (SWT). All its laws, activities and means shall not contradict with the teachings of Quran and the Sunnah of Prophet Muhammad (PBUH) according to the understanding of the people of the Sunnah.

Article I Aims and Purpose

Section 1

The aim and purpose of the MSA is to serve the best interest of Islam and of the Muslims at North Carolina State University. Towards this end, the MSA shall:

1. Promote unity and joint action among the Muslims.
2. Conduct religious, social, cultural, and other activities in the ***best traditions of Islam***.
3. Arrange and hold congregational prayers and Islamic religious festivals at appropriate times.
4. Promote friendly relations between Muslims and non-Muslims.
5. Endeavor to make Islamic teachings known to interested non-Muslims.
6. Provide Islamic education for Muslim students through Lectures, Halaqahs etc.
7. Act as a support group for Muslim students.

Section 2

The MSA shall be a non-profit, religious organization, the fundamental purpose of which shall be to encourage and enable Muslims with basic knowledge and competence in Islam to contribute individually and collectively toward meeting human needs in conformity with Islamic doctrines and belief. It shall also be the purpose of the MSA to avoid any practices which are contrary to Islam, and to create a feeling of brotherhood. Everyone is welcome to join MSA's general body meetings. NCSU MSA does not tolerate any discrimination based upon race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation.

Article II Membership

Section 1

The membership of the MSA shall consist of "voting members." These members constitute the MSA at NC State University.

Section 2

1. A "voting member" or "due-paying member" shall be any student, staff, or faculty member who has paid the required dues, wishes to be a member of the MSA, and agrees to obey the constitution and the generally accepted practices of the MSA. A voting member is eligible to vote in elections.

Section 3

Membership dues must be paid on a yearly basis. The dues collected will be used for events, which include lectures, seminars, social events, etc. The price for dues will be contingent upon the needs for the following year. The membership year begins in August and ends in May.

Article III Establishment of the Shura

The affairs of the MSA will be managed by an executive committee known as the "Majlis-e-Shura" henceforth referred to as the Shura.

Article IV Mission Statement of the Shura

The Shura is the representative body of the Muslim Students Association at NC State University and focuses on improving the experience for all members of MSA. The Shura advocates for MSA by providing an **Islamic environment** consisting of educational, philanthropic, and social opportunities.

Article V Duties of the Shura

The duties of the Shura shall be to:

1. To create an enriching **Islamic environment** for all Muslims at North Carolina State University.
2. Promote MSA across the campus of North Carolina State University and the greater Triangle area.
3. diverse social, religious, philanthropic, and leadership programs within the MSA.
4. Establish rules and procedures to govern its internal operations.

Article VI Membership of the Shura

Section 1 Membership

The Shura shall consist of the 9 total members including the President, Vice-President, and 8 proceeding chair members. All executive power shall be vested in the President, who shall appoint and direct the following Chairs:

1. Finance Chair
2. Publicity Chair
3. Education Chair
4. Social Chair
5. Service Chair
6. Outreach/Dawah Chair
7. New Student Representative

All chairs can direct his or her respective Standing Committees, as outlined in Article VII below. All members of

the Shura shall maintain at least a 2.5 cumulative Grade Point Average (GPA) throughout the course of their term and shall remain in good standing with the university, both academically and behaviorally.

Section 2 President

The President shall be elected by the current standing Shura with an elimination vote (candidate with the least votes is eliminated and then continue to revote). The President must have at least 1 year of experience on NC State Shura prior to their selection. If there is no candidate with 1 year of experience on Shura willing to be elected, then the Shura will accept applications for the position. The duties of the President shall be as follows:

1. To serve as the primary student representative, spokesperson, and correspondent of the Muslim Students Association before the Shura, the MSA, and the greater community at North Carolina State University.
2. To direct and coordinate all of the activities so as to achieve the purpose of the MSA.
3. To provide visionary leadership for the Shura and the MSA and establish strategic goals for the future of the organization. The President should be able to act as mediator to maintain order, organization and focus.
4. To serve as Chief Executive in all matters of official business of the Shura.
5. To call and preside over meetings of the Shura, and to create detailed agendas for all meetings in coordination with the Publicity Chair.
6. To appoint each chair member in accordance with procedures set forth by the Shura.
7. To attend every event completed on behalf of MSA, unless a valid excuse is given.
8. Authorizing funds and expenses of the MSA in accordance with the Finance Chair as defined in Section 8 of Article V.
9. To keep the MSA registered both as a student organization with North Carolina State University and as a non-profit religious organization with the State of North Carolina.
10. To establish an efficient link between the MSA and the MSAs from neighboring schools. This link also implies that the President will act as direct liaison to all of the Masjids.
11. Must ensure a good standing relationship with the university.
12. To coordinate the training of all Shura members, both at the start of their term and throughout. This includes giving quarterly progress and evaluation reports.
13. To coordinate the transition process for the succeeding Shura.
14. To ensure that the NCSU Student Government and Union Activities Board meet all of MSA's needs.
15. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
16. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 3 Vice President

The Vice-President shall be elected by the current standing Shura with an elimination vote (candidate with the least votes is eliminated and then continue to revote). The Vice President must have at least 1 year of experience on NC State Shura prior to their selection. If there is no candidate with 1 year of experience on Shura willing to be elected, then the Shura will accept applications for the position. The duties of the Vice President shall be as follows:

1. To serve as presiding officer in the event that the President is unavailable for either MSA meetings or Shura meetings
2. To carry out the management of activities within MSA, in the absence of the President
3. To temporarily assume the functions of the President on his request or in the event that the President is incapacitated. In the latter case, the Vice-president shall assume Presidency for the remaining period of the term.
4. To follow up on tasks designated to Shura members.
5. To reserve rooms, venues, and locations for all MSA sponsored events.
6. To create the election ballots for the succeeding shura.
7. To analyze events and activities and give feedback to the President.
8. To review quarterly and annual progress reports prepared by the President
9. To inform the alumni and the members about time, place, and details of events through the Publicity Chair.
10. To prepare the Google Drive account for the following term year.
11. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
12. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 4 Publicity Chair

The Publicity Chair shall be elected by a majority of votes cast by the MSA in a referendum to be held no later than last week of April. The duties of the Publicity Chair, formerly known as Secretary, shall be as follows:

1. To prepare, maintain, and circulate within 1-2 days, but before the next meeting, the minutes of all the Shura meetings.
2. To prepare the agenda for the Shura and General Body meetings in coordination with the President and notifying the members of the Shura and the General Body, respectively, of it.
3. To record meetings or speeches when necessary or requested (written or videoed)
4. To maintain the list of members and the volunteers for various committees and functions of the MSA.
5. To preside over the Shura meetings when both the President and the Vice-president are absent.
6. To maintain email communication between the Shura and the General Body.
7. To maintain the MSA mailbox on campus, off campus, and the email under the name of ncsumsa@gmail.com
8. To utilize a variety of media types to spread the word of MSA in addition to traditional media outlets in conjunction with the Historian/Webmaster. Examples include social media (Facebook, Twitter, etc.), flyers, banners, etc.
9. To work in conjunction with all committee chairs to promote their initiatives.
10. To actively assist the other chair members with large scale events.
11. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
12. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 5 Finance Chair

The Finance Chair shall be elected by a majority of votes cast by the MSA in a referendum to be held no later than last week of April. The duties of the Finance Chair shall be as follows:

1. To maintain the record of all the financial transactions of the MSA. He/she shall be responsible for systematic upkeep of books and writing disbursements, receipts, bank reconciliation reports, and showing of increase of funds in statements to be made public.
2. To collect and deposit all the funds received on behalf of the MSA. These funds include, but are not limited to dues, appropriations, and donations.
3. To properly complete appropriation reports with NCSU's Student Government for every semester.
4. To countersign withdrawal checks on behalf of the MSA in accordance with Article V, Section 8.
5. To prepare the annual budget of the MSA for the next fiscal year in consultation with the newly elected Shura.
6. To present before the Shura a quarterly budget report on the status of the MSA financial affairs, including in it anonymous donations and total donations received by the MSA.
7. To review and authorize all events or activities that requires an expenditure of MSA funds.
8. To prepare and analyze proposed budgets for all events within their term and update as necessary, this budget should be compared to and balanced with current budget.
9. To devise and execute means of obtaining MSA funding through sales and donations.
10. To correctly compensate MSA members that aid in the funding of events.
11. To prepare a list of members eligible to vote in the election. This list shall be ready at least 30 days before elections.
12. To actively assist the other chair members with large scale events.
13. To engage the MSA alumni for fundraising purposes for any means possible.
14. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
15. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 6 Education Chair

The Education Chair shall be elected by a majority of votes cast by the MSA in a referendum to be held no later than last week of April. The duties for the Education Chair shall be as follows:

1. To present relevant Islamic topics to the general body in the form of meetings.
2. To prepare an agenda, locate a space for the event, and contact a speaker for general body meetings.
3. To host general body meetings throughout the year. These events must pertain to Islamic topics that are relevant to young Muslims. Suggested number of events are as follows:
 - a) Fall – 4 events before Fall Break and 2 events before Thanksgiving

- b) Spring – 4 events before Spring Break and 2 events before Dead Week
- 4. To form a standing committee to plan and organize events. This committee will be governed by the rules set forth in Article VII
- 5. To actively assist the other chair members with large scale events.
- 6. To utilize event coordination forms to propose ideas, locations, and budgets.
- 7. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
- 8. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 7 Social Chair

The Social Chair shall consist of two Co-Chairs, one male and one female and, be elected by a majority of votes cast by the MSA in a referendum to be held no later than last week of April. The Duties of the Social Chair shall be as follows:

- 1. To direct and supervise all arrangements of social programs to create brotherhood and sisterhood among the MSA.
- 2. To inform the members about the time, place, and details of social events through the coordination of the Publicity Chair.
- 3. To host social events throughout the year. These events must include a sister's only event, a brother's only event, and one large event. Suggested number of events are as follows:
 - a) Fall – 2 Events before Fall Break and 2 events before Thanksgiving
 - b) Spring – 2 Events before Spring Break and 2 events before Dead Week
 Social Chair is not limited to having 5 events per semester and may request for more.
- 4. To form a standing committee with the permission of the Shura to plan events. This committee will be governed by the rules set forth in Article VII.
- 5. To actively assist the other chair members with large scale events.
- 6. To utilize event coordination forms to propose ideas, locations, and budgets.
- 7. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
- 8. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 8 Service Chair

The Service Chair shall be elected by a majority of votes cast by the MSA in a referendum to be held no later than last week of April. The Duties of the Service Chair shall be as follows:

- 1. To direct and supervise all arrangements for service projects taking place on or off campus.
- 2. To properly inform the members about the time, place, and details of service events through the Publicity Chair.
- 3. To host service events throughout the year. These events must tailor to both genders and should be supporting a cause. Suggested number of events are as follows:
 - a) Fall – 1 event prior to Fall Break and 1 event before Thanksgiving Break
 - b) Spring – 1 event prior to Spring Break and 1 event before Dead Week
- 4. To form a standing committee to plan and organize events. This committee will be governed by the rules set forth in Article VII.
- 5. To reserve locations and obtain supplies with approval from the Finance Chair.
- 6. To actively assist the other chair members with large scale events
- 7. To utilize event coordination forms to propose ideas, locations, and budgets.
- 8. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
- 9. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 9 Outreach Chair

The Outreach Chair shall be elected by a majority of votes cast by the MSA in a referendum to be held no later than last week of April. The Duties of the Outreach Chair shall be as follows:

- 1. To direct and supervise all arrangements related to Da'wah, or spreading of Islam.
- 2. To inform the members about the times, places, and details of Da'wah events through the coordination with the Publicity Chair.
- 3. To organize outreach events throughout the year. Suggested number of events are as follows:

- a) Fall – 1 event prior to Fall Break and 1 event before Thanksgiving Break
- b) Spring – 1 event prior to Spring Break and 1 event before dead week
- 4. To plan, prepare, and execute all activities related to Islamic Awareness Week on a yearly basis.
- 5. To form a standing committee to plan and organize events. This committee will be governed by the rules set forth in Article VII.
- 6. To establish a connection between existing religious and/or cultural organizations and construct interfaith meetings.
- 7. To actively assist the other chair members with large scale events.
- 8. To register MSA for information/organization fairs at NC State.
- 9. To utilize event coordination forms to propose ideas, locations, and budgets.
- 10. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
- 11. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 10 New Student Representative

The New Student Representative shall be selected, by the Shura and cast by the MSA by no later than the first week of October. This position is restricted to only the incoming freshman class and new student transfers. The Duties of the New Student Representative shall be as follows:

- 1. To be the sole representative of the new incoming students to MSA (freshman, transfers, etc.)
- 2. To ensure that the voices and opinions of the new incoming MSA members are heard.
- 3. To hold a minimum of 3 freshman-oriented events throughout the year. The chair member may hold these events at any time throughout the year.
- 4. To actively engage in activities involving rising freshman and the admissions/orientation process to inform them about MSA.
- 5. To register MSA for information /organization fairs at NC State.
- 6. To appropriately upload any and all documents to the emails Google Drive account under the respective term year.
- 7. To learn the Constitution of the Muslim Students Association at NCSU in full.

Section 11

The decision on every matter (except religious) in the Shura meeting shall be reached in a parliamentary way, with each member of the Shura present in meeting voting on the matter. The person presiding over the meeting shall not vote except in the case of a tie, in which case his vote will decide the matter. The members not attending the meeting shall not be able to vote on any issue. If the matter of discussion is religious, the appropriate religious ruling on it will be sought from a trustworthy scholar the Shura agrees on. Decisions made in a previous meeting of the Shura shall be honored unless the Shura unanimously agrees to change the decision.

Section 12

The Shura may invite former Shura member(s) and/or any other member(s) to a Shura meeting in order to know the history of the past decisions and/or to seek their views on the items on the agenda of the meeting. All Shura meetings are open to the general body. However, none of the invitees shall have the right to vote on any Shura decision.

Section 13 Succession

In the event the President should leave office, either by resignation or impeachment, the Shura shall elect from among its membership an individual to assume the office of President. In the event a Chair member should leave office, the office shall be filled in accordance with Article VII below.

Section 14 Additional Officers

The President reserves the right to establish the addition of officers within the Shura, pending approval by a two-thirds (2/3) vote of all voting members of the Shura and the General Body. Any additional members will not be given the right

to vote for elections. These additional officers however do not include the Historian or New Student Representative, who will be given the right to vote for elections.

Article VII Standing Committees

Section 1 Standing Committees

The following shall be the standing committees of the MSA, each of which shall report to its respective Chair member:

- A. Education Committee
- B. Social Committee
- C. Service Committee
- D. Dawah Committee

Section 2 Composition and Appointment

- A. Each Chair member of the Shura shall direct his or her own respective committee, which shall consist of MSA members appointed by the respective Chair members at the start of the academic year.
- B. Each Chair member shall designate a Chair-Elect, who will serve as the primary representative of his or her committee in the absence of the Chair.
- C. Each Chair members shall also designate a Secretary, who shall be responsible for recording the minutes for all committee meetings.
- D. In the event the Chair member should leave office, the office shall be filled by the Chair-Elect, who must designate a new Chair-Elect within a given timeframe.

Section 3 Duties

The duties of each committee will be to assist the respective Chairs in the execution of his or her duties. Members of the committees will also be responsible for communication between their respective committee and the MSA.

Section 4

The tenure of these committees may vary from a fraction of an hour to up to the term of the Shura, depending upon the nature of the assignment. The assignment given to the standing committee shall be precisely defined in a memorandum from the Shura to the standing committee, a copy of which shall be posted on the MSA web site. The limit on the expenditure, if any, that may be incurred in carrying out the assignment, shall be specified in the memorandum.

The Chairperson of the Committee shall be appointed by the Shura and shall call, preside over, and adjourn the Committee meetings and plan and conduct the Committee's work.

Section 5

No person shall be the Chairperson of more than two Standing Committees at the same time.

Section 6

The committees shall be allowed to continue its work uninterrupted by anybody until it completes the assignment for which it was formed. Only the President of the MSA or chairperson of the committee shall dismiss the committee after the assignment has been accomplished and he/she has submitted to the President a report to that effect.

Section 7

The recommendations of the committees shall be presented before the Shura and voted on before being put into action.

Section 8

Each Committee shall have a fixed number of members and will not be open.

Section 9

The Committees cannot by-pass the Shura in calling General Body meetings and other events that pertain to other chairs.

Article VIII

Removal of Officers

Section 1 President/Vice-President

- A. The President may be removed from office under the following circumstances:
 - a. A petition signed by two-thirds (2/3) of the MSA members.
 - b. A two-thirds (2/3) majority of Shura votes to remove the President, with reasonable cause.
 - c. The President is found responsible for violation of the Code of Student Conduct.

Section 2 Chair Members

- A. A Vice President may be removed from office under the following circumstances:
 - a. A two-thirds (2/3) majority of the Shura votes to remove the individual, with reasonable cause, and pending approval by the President.
 - b. The individual is found responsible for violation of the Code of Student Conduct.

Section 3 Committee Members

A Committee Member or any other officer may be removed from office under the following circumstances.

- A. The respective Chair member, with a stated reasonable cause and approval from the President, dismisses the member.
- B. A two-thirds (2/3) majority of the respective committee votes to remove the member, with reasonable cause, and pending approval by the President.

Article IX Meetings

Section 1 Regular Meetings

The Shura shall meet bi-weekly throughout the academic year, excluding university holidays and final exam sessions.

Section 2 Chair Oriented Meetings

The General Body shall meet bi-weekly throughout the academic year, excluding university holidays and final exam sessions. Meetings held by the outreach, social, service, education, and New Student Representative chairs will be contingent upon budget, timing, and approval by the President, Vice-President, and Finance Chair.

Section 3 Special or Emergency Meetings

Special or Emergency Meetings of the Shura may be ordered by the President or by petition fifty (50) percent of voting members. Notification of special or emergency sessions must be delivered no fewer than twenty-four (24) hours in advance.

Section 4 Presiding Officer

- A. The President shall serve as Presiding Officer during all meetings of the Shura.
- B. In the absence of the President, the Vice President shall serve as Presiding Officer.
- C. In the absence of the President or the Vice President, the President shall designate another member of the Shura to serve as Presiding Officer.
- D. The Presiding Officer will not be given the right to vote for decisions made within the Shura. Instead, this person will be the direct executive officer who will only vote in the event of a tie.

Section 5 Voting

- A. All members of the Shura exercise voting power within the Shura.
- B. Any visiting members or former members will not have the right to vote.
- C. Only due-paying members are allowed to vote during elections.
- D. The Presiding Officer in any meetings will only be allowed to vote in the event of a tie.

Section 5 Attendance

- A. Full attendance (described as being present for at least fifty percent of the designated meeting time) shall be required for all members of the Shura. All members shall be permitted a total of two (2) absences for the entire year.
- B. The President shall be notified via email of all absences no less than two (2) hours in advance of the meeting.
- C. The accumulation of three (3) tardy arrivals will constitute one (1) absence. A tardy arrival is defined as entering the meeting room at any point after the Presiding Officer has called the meeting to order.

- D. The accumulation of more than two (2) absences will result in an administrative review of the member's position by the President and possible removal from office.

Article X Finances

Section 1

Membership dues will be determined on a yearly basis and will be dependent on the incoming MSA's financial status. These dues shall not be increased more than 25% (twenty-five percent) in any year, without the approval by the majority of the members of the MSA.

Section 2

In order to vote in the elections the member shall have paid his/her dues before the elections.

Section 3

The Shura may accept any contributions in any form, from any source, consistent with the purposes of the MSA and with the principles and jurisprudence of Islam.

Section 4

All funds collected for a specific cause shall be used for that cause unless a 2/3-majority vote of the Shura authorizes its use for a different purpose, within the goals and objectives of the MSA (as long as it does not violate the Sharia).

Section 5

The MSA shall always maintain an interest-free checking bank account for its current expenses.

Section 6

All check withdrawals from the Checking Account shall be approved by two people. The Finance Chair, the President and the Vice-President are authorized to sign checks. At the end of the Shura term in April, the former members must pass on the accounts to the incoming elected officials.

Section 7

The President, Vice-President and Finance Chair shall not authorize expenditure of more than \$350 on a single expense without the approval of the Shura.

Article XI Elections

Section 1 Ballots

1. The elections for the new Shura shall be conducted by no later than the last week of April during a general body meeting. This MSA meeting regarding elections should be announced at least two weeks in advance.
2. The ballots will be created by the Vice-President and will be distributed to only due-paying members.
3. The Shura may decide on creating physical or electronic ballots of which will be distributed to the MSA who will have until the final Shura meeting of the academic year to cast their vote.
4. Candidates must run for a specific position. In case of a tie, the current shura will then break the tie with a majority vote. Candidates can run for more than one position, but can only be voted once per ballot.
5. If there are no candidates for a specific position, then the current Shura must notify the next runner up candidate with the most votes and ask if he/she would like to assume the role with no candidates. The current Shura will continue through the list of candidates that lost the election by number of votes until the position is filled, or all candidates have been notified. If no candidate accepts the position, then the responsibility for filling the position falls on the elected Shura, who will then hold an application process to fill the empty position. If there is a tie between runner up candidates, the Shura will then break the tie.

Section 2 Nominations

1. To be considered for a position in Shura, a member of the MSA must be a due-paying member and has to be nominated by a fellow member of the MSA. This person is then required to attend the general body meeting and give a speech indicating their reason behind joining MSA and how they plan to improve it.
2. The current Shura and General Body members shall not campaign in favor or against any candidate both prior to and after the election.
3. All due-paying members and Shura members are allowed to vote. There is no Presiding Officer for elections.

Section 3 Approval

1. The members of the previous Shura not running for the upcoming year will be responsible for counting the ballots prior to the start of the final Shura meeting of the academic year.

2. No Shura member shall hold the same position for more than two consecutive terms
3. The President and Vice-President shall be elected by the current standing Shura with an elimination vote (candidate with the least votes is eliminated and then continue to revote). The election must take place before the general election. Old shura members who are running for new shura are allowed to vote, as is the person running for President. This process will occur after old shura and new shura discuss possible candidates for every position.
4. The newly elected Shura shall assume charge of MSA the day after spring graduation date.

Article XII Judiciary Procedures

Section 1

Charge(s) of misdemeanor, misappropriation of funds, fraud, corruption, violation of the constitution, cover-up of such offenses, etc., can be brought against a member or a group of members by a petition signed by at least 10 or 10% (ten or ten percent) of total members, whichever is larger. The petition shall be handed over to the President. If the petition is against the President, it will be handed over to the Vice President who will then present it to the Shura.

Section 2

The Shura shall meet within two weeks of receipt of the petition in order to set up a panel to hear the charge(s).

Section 3

The panel shall consist of three Shura members and three other members outside the Shura. The member or the group of members against whom the charge(s) has (have) been brought shall have the option of picking by random drawing three names from a basket containing the names of all the members of the MSA and, the Shura members who will serve on the panel shall be picked in a similar way.

The person(s) against whom charge(s) has (have) been brought does (do) not qualify to be on the panel. The member shall have been a member for at least six months to serve on the panel.

Section 4

The Chairperson of the panel will be a Shura member and will be appointed by the Shura.

Section 5

If the person(s) accused refuse(s) to exercise the right to draw the names of members on the panel, the President or his/her replacement shall draw the names in the presence of the Shura.

Section 6

The Chairperson of the panel shall fix the time for the first session of the panel within two weeks after the formation of the panel and shall notify, in writing, the panelists at least one week before the scheduled session.

Section 7

The panel shall hear the charge(s) as well as witnesses from both sides, examine all evidences, pass a verdict of "Guilty" or "Not Guilty", and determine punitive and/or corrective measures. If the panel finds clear evidence of criminal violation according to State and/or Federal laws, it may recommend to the General Body to consider the possibility of legal suit against the person(s) accused, if a solution is not found within the framework and by-laws of the MSA.

Section 8

The panel shall submit a detailed report on their findings and actions to the Shura.

Article XIII Process for Amendment

Section 1 Proposal

- A. Any member of the MSA may propose an amendment to this constitution, provided such amendment is supported by a written petition of at least thirty (30) percent of the MSA general body.
- B. Any member of the Shura may propose an amendment to this constitution without petition.

Section 2 Approval

- A. Proposed amendments shall be presented to the Shura and voted upon within three weeks.
- B. The proposed amendment must be approved by a two-thirds (2/3) vote of the Shura. At least three-fourths (3/4) of voting members must be present in order to vote upon the proposed amendment.

C. The proposed amendment shall become effective only when approved by the President.

Article XIV Miscellaneous

Section 1

The MSA shall be registered as a Non-Profit, Religious Organization in the State of North Carolina. It shall be the responsibility of the General Secretary to do all the necessary paperwork in order to keep the registration active.

Section 2A

The quorum requirement for a General Body meeting and its deliberations except for voting on amendments to the Constitution shall be one-third of total members in the MSA. It shall be the responsibility of the person presiding over a General Body meeting to check the quorum requirement before beginning the meeting. At any time during the meeting if it is pointed out by a member that a quorum requirement is not met, the meeting shall be adjourned.

Section 2B

If the quorum requirement as specified in Section 2A in this Article is not fulfilled in a meeting, another General Body meeting shall be called for the same purpose within a month after the meeting in which there shall be no quorum requirement for voting on matters which were to be voted on in the previous meeting.

Section 3

A member presiding over the Shura meeting, General Body meeting or any Standing Committee meeting shall have no right to vote on any issue in the meeting except in the case of a tie.

Section 4

A Shura member other than the President, who has failed to attend two consecutive Shura meetings without being excused by the President prior to the meetings, shall be asked to give his/her explanation for the absence in writing. If he/she fails to do so or if his/her explanation is not satisfactory to the Shura, the latter shall consider his/her dismissal from the post he/she is holding. The Shura shall grant him/her a hearing to enable him/her to defend his/her explanation for absences. If he/she refuses to appear before the Shura within a period of two weeks, the Shura shall decide the appropriate action to be taken.

The President shall give to the Shura his/her reasons for his/her failure to attend Shura meetings. If the Committee does not find his/her explanation for having missed two consecutive meetings to be satisfactory, the Vice-president shall recommend his/her dismissal from his/her office. The Shura shall grant him/her a hearing to enable him/her to defend his/her explanation for the absences. If he/she refuses to appear before the Shura within a period of two weeks, the Shura shall decide the appropriate action to be taken.

Section 5

In case of ambiguity regarding the interpretation of any sections of the constitution or possible conflict between two or more sections, the interpretation of the Shura to clarify such ambiguities or resolve the conflict shall be final.

Section 6

A member of the Shura or any standing committee or an auditor who is indicted or arrested or against whom a trial is pending in a State or Federal Court shall be immediately and automatically suspended from his/her office till he/she is acquitted. If he/she is convicted after all appeals, if any, he/she shall be expelled from his/her office.

Section 7

If a member of the Shura resigns or moves away from the area or is dismissed, the Shura shall co-opt a member to fill the vacated office.

Section 8

A Muslim who desires to talk to the General Body shall seek the consent of the Shura and announce it one week before he/she intends to do so. If there is more than one Muslim desiring to address the General Body, the President shall schedule their talks. A Muslim desiring to address the General Body who has not sought consent for the purpose a week earlier shall be allowed to do so if none is scheduled to talk for the day, or may be permitted by the Shura to address the General Body on a lower priority basis if some other talks(s) is (are) already scheduled.

Section 9

Each member shall attempt to avoid discussion of controversial issues that may hurt the feelings of a member or group of members as well as exercise tolerance and respect for the right of other members to their opinions.

Section 10

A summary (meeting minutes) of the Shura meeting (emergency or non-emergency) should be submitted to the MSA general body within a week time period. The summary must include the presence and absence of each Shura member. The summary must also include the issues discussed and the collective decision made on each issue.

Article XV Nullification and Ratification

Section 1 Nullification

This constitution shall be considered null and void only when a new constitution is ratified.

Section 2 Ratification

This constitution shall take effect as the governing document of the Muslim Students Association at NCSU when ratified by a two-thirds majority of the Shura. Upon ratification, all previous constitutions of the Shura shall be rendered null and void.

We, the Shura, acting as official representation of the Muslim Students Association at the North Carolina State University Chapter, hereby declare that on this day, the May 31st, 2014, this document sets forth the formal organizational structure of the MSA at North Carolina State University and shall hence be considered the principal governing law of the MSA.