

## **CSA Constitution**

### **Article I. Name**

The name of this student organization shall be known as CSA, the Chinese Student Association, at Texas A&M University Corpus Christi.

### **Article II. Purpose and Goals**

The Chinese Student Association (CSA) is a student organization dedicated to the goal of promoting social, intellectual and cultural activities for Chinese students at Texas A&M University – Corpus Christi, as well as other interested members in the Corpus Christi area. It will also strive to provide opportunities and benefits for its members by facilitating the exchange of information between China and Chinese students studying abroad and by defending the rights of its members on campus as well as in the United States. CSA encourages all (especially new coming) Chinese students and other member in TAMUCC to get involved in organizing CSA events and to join our organization!

### **Article III. Membership**

#### **Section I. Eligibility**

Membership of the CSA shall be open to all students and scholars currently enrolled at TAMUCC.

Membership shall continue until a student or scholar leaves TAMUCC community.

Any member may also formally withdraw by so informing in writing one of the CSA officers.

#### **Section II. Attendance**

Attendance at meetings and organizational events is mandatory for office holding members only.

#### **Article IV. Officer Structures**

The officers of the CSA shall consist of the President, the Vice-president(s), the Secretary, the Committee for Treasury and Fundraising, the Committee for Network Communication, the Committee for Party events, the Committee for Sports, the Committee for Informal Events, and the Committee for Public Relation.

Each Committee shall consist of one Chair person and no more than seven committee officers in addition to the Committee Chair. Additional volunteers are welcome to join various committees, but shall not be recognized as Official CSA Officers, therefore, are not subject to the benefits and regulations that apply to CSA Officers. Officers are encouraged to participate in more than one committee, except that one person shall not be the Chair for more than one committee.

New officers can be elected to CSA committees by regular election (see Article Six), or in case of vacancy, by majority voting at CSA general meeting following recommendation by at least three CSA officers. New committees can be added and existing committees can be deleted based on the need of the organization. The decision can be made by majority voting at CSA general meetings following recommendation by CSA president and no less than three other officers.

#### **Article V: Duties of CSA Committees and Officers**

The President shall be the chief executive officer of TAMUCC CSA and shall exercise general supervision and provide overall control over its programs as well as prepare meeting agenda and chair its regular business meetings.

The Vice-presidents shall assist with the President in coordinating activities of other officers. Should the President leave office prior to completion of term, the VP shall assume office temporarily and schedule an election to appoint new President.

The Secretary shall be responsible for taking minutes for CSA meetings and for keeping official documents of the organization.

Committee Chairs shall be responsible for centrally organizing and coordinating activities related to their committee duties. They are also responsible for timely reporting to the Presidents any activities or plans related to their committees. Committee officers are responsible for participating in committee meetings, and for actively participating and initiating activities relevant to their committee's objective.

The Committee for Treasury and Fund Raising shall be responsible for maintaining the financial records of the organization, and for applying for or soliciting funding through various channels. Officers of this Committee as well as the organization president has the authority to write checks on behalf of the organization.

The Committee for Network Communication shall be responsible for maintaining the electronic mailing list of the group, for timely posting relevant messages, as well as maintaining the Internet Homepage for the organization.

The Committee for Party events shall be responsible for organizing no less than two major parties during the year. It shall also be responsible for safe-keeping any party related CSA properties, such as music and stereo systems.

The Committee for Informal events shall be responsible for organizing various small-scale, regular, social activities, such as video series, informal gathering, and outings.

The Committee for Sports shall be responsible for organizing sports teams, sports events and for safe-keeping any sports related CSA equipment.

The Committee for Public Relation shall be responsible for maintaining and promoting public relation efforts for the organization. This include, but not limited to, maintaining contacts with CSA alumni, advisors, financial contributors, seminar speakers, as well as the news media and other Chinese student organizations in the area. The Committee shall also be responsible for maintaining contact with various TAMUCC offices and administration.

## **Article VI. Elections**

Officers shall be elected annually, before the end of the spring semester, by eligible membership of the CSA. The new team of officers shall commence duties immediately following the election meeting.

Any member is eligible to serve as CSA officer under the restriction of any applicable rules and policies of Texas A&M University – Corpus Christi.

CSA president and vice-president must run for candidacy as a team, and one of them must have previously served as an CSA officer.

Only the following members of CSA are eligible to vote:

(a) members who have attended at least one regular business meetings during the past year (election meeting not included);

(b) major organizers of a CSA-organized event during the past year (upon the approval of then-current CSA officer board).

Each eligible voter shall be entitled to one secret ballot. Written proxies shall be allowed for eligible voters in case he or she cannot attend the election meeting.

Candidates must obtain a majority of all votes in order to be elected officer. In the event that no candidate receives a majority, a run-off shall be held between the two candidates with the highest number of votes.

## **Article VII. Advisor**

- 1) The advisor shall be appointed by the organization at the beginning of each academic year. This person must be a faculty or staff member of Texas A&M-Corpus Christi.
- 2) The faculty or staff advisor shall advise the organization as needed. The advisor shall not, however, speak for or represent in any way the voice of the organization without prior notice.
- 3) The organization shall invite a faculty or staff member to serve on a yearly basis, subject to the organization's renewed invitation. There shall be no limit on the number of times that a faculty or staff advisor may be re-appointed to serve the organization. The faculty or staff advisor may at any time ask to be replaced by another faculty or staff member. In this case, the new faculty or staff advisor is still subject to an invitation by the incoming organization's members.
- 4) The organization may change its advisor at any time with a simple majority vote of current members.

#### **Article VIII. Meetings**

Regular meetings of the CSA shall be called by CSA president shall be held once a week (except in final and mid-term weeks). Announcements shall be made to all members by e-mail. These regular meetings are open to any members of CSA.

The President shall preside over all business meetings of the CSA. In the absence of the President, Vice-president shall preside.

Officers are required to attend CSA regular meetings. If any officer fail to attend meeting for two consecutive times without legitimate reasons, their officer positions are automatically withdrawn and vacancies may be filled in the future.

Special meetings of the CSA may be called by at least four CSA officers who shall so inform the President or Vice-presidents at least one week before the proposed date of meeting.

#### **Article IX. Finances**

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at a public banking facility. The organizational officer must approve and sign the expenditure before payment or any withdrawal of funds from the account.

#### **Article X: Amendments**

**Section I.**

At least eight members (including no less than four CSA officers) are needed to propose constitution amendments. Any proposed amendments shall be communicated to the President or the Vice-presidents at least one week prior to the upcoming regular meeting in order to be included in the agenda. A three-quarter majority of all votes is necessary to make any changes to this constitution. The Director of Student Activities or designee shall be notified of any amendments made to this constitution.

**Section II.**

This document must be reviewed every two years and resubmitted to Student Activities.

 10/3/23

Signature of Organization's Advisor

Date



10/4/2023

Signature of President

Date

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USCO Advisor

Date

