

Triveni Indian Students Association
UNC Charlotte

Constitution

Last Updated: Mar 04th, 2020

Triveni Indian Students Association (TISA) is one of the most active international student organizations on the University of North Carolina at Charlotte campus. We are recognized by the Office of Student Activities. Triveni Indian Student Association since its inception has been continuously enrolling itself to introduce the uniqueness of Indian community to the campus.

Triveni ISA will abide by all the UNC Charlotte policies and guidelines relating to on or off campus activities which our organization may sponsor or in which we may participate.

1. Membership

- a. Members of Indian Student Association shall be both graduate students enrolled in the University of North Carolina, Charlotte who are interested in Indian activities and events and who are in good standing. General membership requirements will be to complete a membership application, either online off the Indian Student Association web page or on paper.
- b. In keeping with UNC Charlotte policy of nondiscrimination, Triveni does not discriminate based on race, religion, gender, national origin, age, sexual orientation, and physical or mental ability or disability

2. Meetings

- a. Officer meetings are to be held at least once a month or depending on the event requirements. They are to include the Core committee officers, Advisory committee and any other interested members.

3. Terms, Eligibility, and Election of Officers

- a. The Officers of this organization shall adhere to all University requirements for eligibility to hold office and will be responsible for seeing that the organization follows all University regulations. The Election of any Executive Board Officer shall be by a general membership vote. Generally, Two-thirds (2/3) of the votes must be quantitative to elect the executive board. The election of the Executive Board shall occur once a year.
 - i. Chairs for various events- It is the responsibility of the Executive Board to actively seek individuals, by prominent display of flyers, emails, and various other forms of advertisement, to serve as chairpersons as needed for the most efficient operation of Indian Student Association.
 - ii. Nominations for the Executive Board shall be opened at the meeting prior to elections and will remain open until two days prior to the elections.
 - iii. The nominees for any Executive Board position must be active members and have served on the one of the events' committees. If there is no one that fits this requirement, then nominations will be open to any active members.
 - iv. Procedures for Elections-Nominations and elections will be conducted by the Sergeant at Arms. The Sergeant at Arms must not be running for an executive Office. If that is the case, the Executive Board must assign an impartial person to oversee the elections.
 - v. Offices falling vacant shall be filled by appointment of the President, in consultation with the other members of the Executive Board. In the event of the office of the President falling vacant, the Vice President shall assume the office and if necessary, appoint another Vice President in consultation with the Executive Board.

4. Removal of a member
 - a. Any activity performed by an individual that counters with the main mission of the organization, disrupts the organizational aim will be eligible for removal by the executive board members. Two-thirds (2/3) of the votes cast goes against that individual, then that person will be removed from organization.
5. Impeachment
 - a. Any active member of Indian Student Association may file impeachment charges against an officer of Indian Student Association. In order to do so, the member must fill out a written statement of the charges signed. The Executive Board will then be responsible for summoning all active members to a special meeting with the purpose of discussing the impeachment charges, and usually with 2/3 no confidential votes against him; he is impeached notifying them at least one week in advance.
6. Functions and Responsibilities
 - a. The members of the core committee will namely the President, Vice President, Treasurer and the Secretary will take up the below mentioned responsibilities alongside performing any ad hoc tasks and duties that may be bestowed upon the job. He will perform each of these duties with honor, integrity and dedication.
 - b. Two of the below mentioned officers will work with the International Student office and two others will work with the Student Government to ensure complete communication and information flow between the University and other Student Associations.
 - c. The President shall:
 - i. Preside at all core Committee, Officer, and General Meetings.
 - ii. Ensure smooth administration by filling or suggesting Executive Officers fill Director Positions as needed.
 - iii. Insure attendance at all Student Senate, Student Government, and all other relevant organizations' activities and meetings.
 - iv. Shall make it his duty to vote against those decisions he feels that do not represent the best interests of the organization. In the event that he is outvoted, he shall postpone any further action on the matter until a general meeting can be held to vote on the matter.
 - d. The Vice President shall:
 - i. Assist the President and assume all the duties of the President in his/her absence.
 - ii. Be responsible for arranging speakers or programs, as seen fit by the Executive Committee, for all Indian Student Association General Meetings and rooms for all meetings.
 - iii. Sending out appropriate e-mails to Indian Student Association list server.
 - iv. Co-chair the events committee and will be responsible any/all events conducted by the Indian Student Association.

- e. The Treasurer shall:
 - i. Take charge of all funds belonging to Indian Student Association.
 - ii. Ensure compliance with all student government regulations, bylaws, and handbooks.
 - iii. Be responsible for proper disbursement of all Indian Student Association funds.
 - iv. Render a proper accounting at each Executive Committee meeting.

 - f. The Secretary shall:
 - i. Arrange a membership drive at the beginning of the fall and spring semesters.
 - ii. Keep up to date on student senate and keep in contact with senators on issues that affect the Indian Student Association
 - iii. Be responsible for overseeing a newsletter.
 - iv. Keep minutes at all executive committee and officer meetings.
 - v. Prepare an agenda for all General Meetings.

 - g. Role of Advisor:
 - i. Support the group, and the individuals in the group.
 - ii. Possess knowledge of policies which may affect the organizations programs.
 - iii. Connect the organization to university policy makers.
 - iv. Connect the organization with various campus resources.
 - v. Interpreting University policies and regulations.

 - h. In addition to the members elected, there can be few more adjunct members to the executive committee who might contest for the positions in the next academic year. This will help them to know about the proceedings of the Triveni.

 - i. Special Notes
 - i. Any proceeds that are obtained from the sale of goods or services from an event under the auspices of the Indian Student Association will go into the coffers of the Indian Student Association unless otherwise explicitly specified.
 - ii. These may include monies collected from – (a) the membership drive, (b) nonmembers, to participate in events conducted by the ISA, (c) pick-ups of students from the airport and (d) annual events of the Indian Student Association.
7. Amendments
- a. Amendments to this constitution may be proposed by a majority of the voting.
 - b. Any member within the Association can bring in the proposal
 - c. Two-thirds (2/3) of the votes cast shall be in favor of the proposed amendments to make it a part of the constitution