Constitution of “Persian Association at NDSU”

I. Name and Purpose

1.1. Name

The name of the organization established by this constitution shall be “Persian Association at NDSU.”

1.2. Purpose

The purposes of this organization shall be:

- Bring together Iranian people and their families of all heritage and interested people from other countries to appreciate Persian culture, history, literature, and art through a series of cultural ceremonies and recreational activities

- Participate in the enhancement of the university's diversity and existing multicultural framework

- Provide a sense of community and a support network for Iranians and interested people

- Promote friendship and goodwill between Iranians and interested people

- Provide help to new Iranian students so they are better prepared for the transition

1.3. Affiliation

The organization shall operate as a non-profit organization and abide by the applicable rules and regulations of the North Dakota State University (NDSU) Student Government.
II. Membership

2.1. Non-Discrimination Statement

This organization is fully committed to equal opportunity in cultural events and activities in compliance with all applicable federal and state laws, and including appropriate affirmative efforts, for all individuals without regard to race, color, national origin, religion, sex, handicap, age, Vietnam Era Veteran status or sexual orientation.

2.2. Membership Requirements

Membership is open to all Iranians and interested people. All of the members above 18 years old will have voting rights within the organization.

2.3. Removal of Members

Grounds for removal of members include violation of the university’s policies and regulations, and failure to pay due payments. A petition to remove the member should be submitted to the President. When such a petition is received, the President shall call a meeting of the board. The grounds for removal will be presented by the President at the meeting. The member in question shall be provided an opportunity to present his/her defense, either in person or in writing. Affirmative votes of at least two-thirds of the board members will be grounds for removal.

2.4. Appeal of Removal of Members

Any member can voluntarily relinquish his or her membership by notifying the President.
III. Leadership Positions

3.1. Organization Board

The organization board members are:

- Advisor
- President
- Vice President
- Public Relations Officer
- Treasurer

All the organization board members except the Advisor shall be elected through elections. The organization board may meet and make decisions when at least 3 members including the President or the Vice President are present.

3.2. Qualifications

In order to be eligible to be President, Vice President, Public Relations Officer, or Treasurer, one must be a student at NDSU having a minimal GPA of 2.0. The Advisor should be a faculty or staff member at NDSU.

3.3. Nominations

All members must be notified of the nomination process by the President at least two weeks before each election. No nominations are accepted at the time of election.

3.4. Elections

Elections shall be held once a year in March. Members will be notified of the election by the President. If there are no new nominees for leadership positions, the previous officers are automatically elected to hold the positions. If there is only one nominee for a vacant position, the nominee is automatically elected to hold the position without an election.
3.5. Duties

A. Advisor
   The Advisor shall have the following duties:
   ➢ Maintain and promote harmonious existence of the organization
   ➢ Supervise all events and activities of the organization

B. President
   The President shall be the principal executive officer and shall have the following duties:
   ➢ Plan, control, and preside over all events, meetings, and activities of the organization
   ➢ Announce nominations and hold elections
   ➢ Notify members of events, meetings, and activities
   ➢ Keep a record of all members of the organization
   ➢ Supervise the organization’s officers
   ➢ Be the representative to the Congress of Student Organizations
   ➢ Submit the organization’s annual budget to the Congress of Student Organizations
   ➢ Maintain good financial status for the organization
   ➢ Prepare and file any report required by the university or Student Government

C. Vice-President
   The Vice President shall have the following duties:
   ➢ Carry out all the duties of the President in the absence of the President
   ➢ Assist the President in carrying out his/her duties

D. Public Relations Officer
   The Public Relations Officer shall have the following duties:
   ➢ Promote the name of the organization
   ➢ Communicate the organization’s interests and goals within the organization and the outside community
   ➢ Plan and conduct all advertisements and displays of events, meetings, and activities
   ➢ Design the organization website and keep it updated
E. Treasurer
The Treasurer shall have the following duties:

- Prepare the organization’s annual budget
- Keep all financial records of the organization
- Keep track of the organization’s account and properties owned by the organization
- Initiate and conduct the cost reimbursement process
- Prepare financial reports required by the organization board

3.6. Vacancy of an Office
In the event of a vacancy in the office of the President before the expiration of a full term, the Vice President shall assume the duties of the President until the annual election. In the event of a vacancy in an office other than the President before the expiration of a full term, the President or the Vice president shall assume the duties of the officer until the annual election. In the event of vacancies in both the office of the President and the office the Vice President, the Advisor will hold a special election. In the event of a vacancy in the office of the Advisor, the President will nominate a replacement. Affirmative votes of at least two-thirds of the organization board members are required to replace the previous Advisor.

3.7. Removal of Officers
Grounds for removal of an officer or the Advisor include violation of the university’s policies and regulations, and failure to perform the duties of the office as set forth in the constitution. A petition to remove the officer must be submitted to the President or the Advisor. When such a petition is received, the President or the Advisor will call a meeting of the organization board to decide upon removal. The grounds for removal are to be presented by the President or the Advisor at the meeting. The officer in question will be provided an opportunity to present a defense, either in person or in writing. Affirmative votes of at least two-thirds of the organization board members will constitute removal of the officer. The officer in question will have no voting rights in the meeting.
3.8. Appeal of Removal of Officers

If an officer wants to resign from his/her position, the officer must submit a formal resignation letter to the President or the Vice President. The President or the Vice President will notify the organization board members of a meeting which is to occur no more than one month after the resignation request is received. The decision to uphold the vote for removal will require affirmative votes of at least two-thirds of the organization board members, and the resigned officer has no voting rights in the meeting. If the Advisor resigns, the President should nominate another Advisor and call the organization board. Affirmative votes of at least two-thirds of the organization board members are required to replace the previous Advisor.

IV. Amendments

Amendments to the constitution will be made by the agreement of organization board members. All Amendments must have affirmative votes of at least two-thirds of the organization board members.