

Draft Constitution and By-Law

Of the

Hamline University African Student Association

(HASA)

“Pamoja”

Unity in Cultures, Values, Identities and Experiences of African Students

February 10, 2004

**DRAFT CONSTITUTION AND BY-LAW
OF THE
HAMLINE UNIVERSITY AFRICAN STUDENT ASSOCIATION
(HASA)**

PREAMBLE

We, African students attending Hamline University in St Paul, Minnesota, are:

- Aware of the enormous needs and responsibilities to promote our cultures, values and identities in the Hamline community and its surroundings.
- Determined to continue to forge and foster healthy dialogue amongst different organizations and Hamline University Student Congress.
- Cognizant of the fact that Hamline University is a diverse community of learners and scholars.
- Realize the necessity to work and co-exist with such a diverse community, resolve to organize ourselves into a prominent student organization on campus to be known and styled as “Hamline University African Student Association” (HASA).

**ARTICLE I
NAME**

The Name of our organization shall be the Hamline African Student Association (HASA).

Also, we have resolved that the association shall also have an image name that reflects our cultures, values and identities. And shall be known as PAMOJA, a Swahili word which means “together (ness)”.

**ARTICLE II
OBJECTIVES**

The objectives of our organization shall be:

Section 1: To act as a welcoming community to all African students and people of African decedents.

Section 2: To promote and foster unity among all African students attending Hamline University, thereby working and collaborating with other organizations.

Section 3: To emphasize and make aware the differences in African people, cultures, values, identities and experiences of African students in the Hamline community.

Section 4: To help African students make the transition into the Hamline community, thereby creating and maintaining a healthy and productive environment.

Section 5: To organize lectures, education events, intellectual discourses and cultural extravaganzas as a way of promoting the rich cultural heritage of the African continent and sensitizing the Hamline community.

ARTICLE III STRUCTURES

Hamline University African Student Association shall be structured as follows:

Section 1: Hamline University African Student Association shall work under the umbrella organization of Hamline University Student Congress and shall work in conjunction with the office of Multicultural and International Student Alliance (MISA).

Section 2: This constitution shall be our principal body for our laws, rules and regulations.

ARTICLE IV MEMBERSHIP

The Hamline University African Student Association membership shall comprise of the following and shall be open to all Hamline University students based on these categories:

Section 1: Achieved Member

An Achieved Member:

- Has attended the association's meetings regularly
- Been an active participant of the association
- Is eligible to vote
- Is eligible to hold office

Section 2: Ascribed Member

An Ascribed Member:

- Is of African descent
- Is not eligible to vote
- Is not eligible to hold office

Section 3: Associate Member

An Associate Member:

- Has demonstrated an interest and show affiliation to the organization
- Is not eligible to vote
- Is not eligible to hold office

Section 4: Honorary Member

An Honorary Member:

- Must subscribe to the ideals and objectives of the organization.
- Has such Honorary Membership conferred upon the recommendation of the executive committee and majority vote of members present at regular or called meeting.

ARTICLE V OFFICERS

The officers/executive officers of this association **MUST** be undergraduate students and shall include the following positions:

- President
- Vice-President
- Secretary
- Treasurer
- Public Relations/Events coordinator (2)
- Advisor

ARTICLE VI ELECTIONS

Section 1: Elections Process

- Elections shall be held in the last week of April annually.
- Officers of the organization shall be elected from among members of the association who must be undergraduate students.
- Elections shall be conducted by secret ballot.
- Officials shall be elected for one term only.

Section 2: Vote Eligibility

- Only achieved members shall be eligible to vote and to seek office within the association

Section 3: Installation of Officers

- Installation of office shall take place no later than one month after elections.

Section 4: Election Commission

- The executive committee of the association shall appoint a five-person election commission to run the election
- The commission shall set rules and guidelines for impartial holding and the smooth running of the election of office of the association.

ARTICLE VII DUTIES OF OFFICERS

Section 1: President

The President of the association shall execute the duties and functions of the office of the president as prescribed by the Hamline University constitution; he or she shall be the chief spokesperson of the association and preside over all meetings of the association. The President shall, with the vice president, the secretary, the treasurer and all board members, sign all contracts or written obligations on behalf of the association. The President, in consultation with the executive community, shall appoint an election committee ninety (90) days prior to the expiration of his or her tenure of office for the purpose of holding elections. The President shall also coordinate the handing over of office within two weeks from the outgoing officials to the incoming after elections have been conducted.

Section 2: Vice President

The Vice President shall assume all duties of the president during his or her absence. In the event of his or her resignation, impeachment or death, the Vice-President shall automatically become president until the term of his or her predecessor expires.

Section 3: Secretary

The Secretary shall be the recorder and custodian of all records of the association. He or she shall record minutes of all meetings and professional sessions and keep accurate records of the association for documentation. The Secretary shall act in the absence of both the president and vice-president and perform other duties as desired by the association.

Section 4: Treasurer

The Treasurer shall be the chief financial officers of the association. He or she shall record and keep all financial records and maintain an account with the Hamline Undergraduate Student Congress and/or a reputable financial institution. He or she shall disburse all funds with the consent and approval of the executive committee and give an accurate financial report of the association's funds at every executive committee meeting.

Section 5: Public Relations/Event Coordinators

The Public Relations/Event Coordinators will be responsible for making sure that the organization reaches out to the Hamline University community. Important aspects of the position include sponsoring events, forming relationships with other organizations and informing Hamline University, the general public and interest groups of the organization's policies, activities and accomplishments.

Section 6: Advisor

The Advisor(s) of the organization shall be (a) faculty member(s) at Hamline University who shall guide the association with expert advice and opinion.

**ARTICLE VIII
MEETINGS**

Section 1:

- There shall be meetings of all members of the association to be held at least once a month at a designated place and time, which shall be mentioned in a citation issued by the secretary

Section 2:

- The president may summon an emergency meeting of all members if and when necessary.
- Similarly, one third of the organization's membership may also summon an emergency meeting if they sign a request addressed to the secretary of the association indicating that the president had refused to call such a meeting.
- In such eventuality, the secretary is duty bound within seven days to issue a citation for the call of the meeting.

Section 3:

- Meetings of the executive committee shall be held a week before the general body meeting under the leadership of the president or his or her designate with the officers of the association.
- For a meeting to proceed there must be a quorum of at least five achieved members.

**ARTICLE IX
AMENDMENTS**

Any member or group of members in good standing with the association may propose amendments to this constitution. He or she (they) must present the text of the amendment(s) to the secretary of the association at least one month before the next regular meeting. The secretary is then empowered to circulate the text to all members at least two weeks before the regular or general body meeting. Such amendments must be approved by two-thirds of the members present at the regular or general body meeting.

**ARTICLE X
OATH OF OFFICE**

All elected officers of the Hamline University African Student Association shall subscribe to this oath of office:

I, (name of individual), do solemnly swear that I will uphold, protect and defend the constitution of the Hamline University African Student Association and will impartially and conscientiously execute the duties of the _____ so help me God.

This Constitution was approved in the city of St. Paul, the state of Minnesota, at Hamline University on this _____ day of _____ in 2004.

Drafting Constitution Committee Members:

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