Constitution for Students for a Free Tibet (HU Chapter)

Name
STUDENTS FOR A FREE TIBET, Hamline University – Hamline Chapter (HU Chapter)

Preamble - Statement of Purpose
The goal of the Students for a Free Tibet (SFT) is to promote awareness of the current situation in Tibet and speak out on behalf of the Tibetan people. The aim is to educate the HU campus and local community about the situation in Tibet and try to help the Tibetan people in their struggle for freedom. The SFT will emphasize a commitment to non-violence and a need for responsibility in an increasingly interdependent world.

Article I - Membership
The SFT is open to any interested University student, faculty member, administrator, or staff person regardless of religion, race, creed, sex, national origin, disability, sexual orientation, or any other status protected under international human rights law. Our group will comply with all federal, state and local laws, as well with all University policies. Although open to all students, the SFT will also focus on reaching out to Chinese students, for the attitudes of the Chinese government and Chinese people will strongly influence the outcome of the Tibetan situation.

Levels of responsibility and involvement of all members shall be up to the members themselves. Participation may range from attending a single meeting or event to higher levels of support in holding officer positions and helping organize events and/or activities. No special membership requirements need to be met. Any and all help offered will be appreciated and encouraged, but not required. Commitment to the group will also be encouraged, but not required. Additionally, no membership dues shall be required of any members.

The faculty advisor must be a full-time or 75% time employee of the Hamline University. He or she must agree to be the faculty advisor for the group.

Article II - Officers

Section 1. The officers of the group shall be:
   a. President
   b. Vice President
   c. Secretary
   d. Treasurer
   e. Publicity Coordinator
   f. Faculty Advisor

Section 2. All student voting members shall be eligible to hold office.

Section 3. The term of SFT group officers shall be from fall semester of the regular academic year to the fall semester of the following year. Elections for new officers shall be held in the spring.

Section 4. Officers shall be elected by a majority secret ballot vote by the voting members of the SFT group during the last month of the spring semester. A voting member must either attend 50% of the regular meetings and participate in at least one organized activity or event per semester or participate in at least three organized activities or events per academic year. A minimum of one third of the voting members must be present for nominations and elections.

Section 5. Vacancies of officers shall be selected by the group coordinator by the next regular meeting.

Section 6. If it is brought to the attention of any officer (possibly by another SFT member) that an officer is not fulfilling his or her duties, it is the responsibility of the notified officer to bring the matter to the attention of all officers within one week. The officer in question will be evaluated by all other officers and a course of action may be taken. The officer in question will be notified of the complaint and given a
chance to speak on his or her own behalf. The officer will then be removed from office if deemed necessary by the remaining officers and a replacement will be chosen by the group coordinator by the next regular meeting. Ideally, an officer that cannot carry out his or her responsibilities would voluntarily step down. Removal from office does not include removal from the group.

Section 7. If the faculty advisor is deemed by a vote of SFT members to be unfit for his or her position, a replacement will be selected by the officers and, pending approval by vote of the remaining group members, instated as a faculty advisor.

**Article IV - Officer Duties and Responsibilities**

**Section 1.** The duties of the President shall be to:
   a. Preside over all group meetings
   b. Call any additional meetings
   c. Disseminate information received from the National office.
   d. Represent the group at all coordinating meetings with the Hamline University Student Congress (HUSC) and Political Affairs Committee (PAC), and other student governing associations.
   e. Keep the faculty advisor informed of all current activities.

**Section 2.** The duties of the Vice-President shall be to:
   a. Fill in for the President should he or she for any reason be unable to carry out his or her duties at any given event or meeting.
   b. Assist the President in administrating the business of the group.

**Section 3.** The duties of the Secretary shall be to:
   a. Take brief minutes of each meeting and take care of any major correspondence concerning the group as a whole.

**Section 4.** The duties of the Treasurer shall be to:
   a. Keep a record of all financial documents and submit all financial records to the Economic Affairs Committee (EAC) and Hamline University Student Congress (HUSC)’s Treasurer when required for audit.
   b. Sign all financial documents.
   c. Turn in all financial records for re-issue to the new Treasurer when required or appropriate

**Section 5.** The duties of the Publicity Coordinator shall be to:
   a. Act as a liaison to the campus newspaper(s).
   b. Ensure that all group events are well publicized in campus newspapers, bulletins, on announcement boards, campus radio and/or television, and by means of posters and fliers.
   c. Provide Historian with copies of all press releases, posters, fliers, etc.

**Section 6.** The duties of the Faculty Advisor shall be to:
   a. Communicate with the officers to stay abreast of the group's activities and involvement on campus.
   b. Inform new officers of past activities of the SFT and/or guide them with planning new activities.

**Article V - Amendments**

Amendments and/or additions to this constitution may be presented by any SFT member during regular meetings. Proposed changes or additions shall be voted on immediately by simple-majority vote. A quorum of one third of the voting members is necessary and sufficient for passing an amendment.