

Constitution of the Philippine Student Association
2007 - 2008

Texas A&M University – College Station
Department of Student Activities

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PREAMBLE

We, the members of the Philippine Student Association of Texas A&M University, join ourselves in the pursuit of academic excellence and in the enhancement of socio-cultural awareness among the Texas A&M University community and its immediate environment.

NAME OF THE ORGANIZATION

This organization shall be known as the Texas A&M University Philippine Student Association. Its official acronym will be PhilSA.

The official seal of the organization shall consist of the following:

- symbols and its representations
- colors and its representations
- letter initials and its representations

PURPOSE AND GOALS

1. To promote unity and brotherhood among Filipino students at Texas A&M University.
2. To enhance awareness of the Filipino culture in the university.
3. To foster goodwill and to develop a working relationship with the student body of TAMU.
4. To achieve academic excellence.

Article I.

Section 1.

Clause 1: Membership to the organization shall be contingent solely on the payment of dues as follows:

- \$10.00 per semester (Fall, Spring, or Summer)
- \$15.00 per full year
- Any miscellaneous expenses deemed necessary by the current executive officers

Clause 2: The general body of the organization shall refer to the collective of every dues-paying member and honorary members at hand.

Clause 3: Honorary membership may be conferred upon the following:

- Advisor(s)
- Members' spouses (unless a student)
- Alumni
- Special instances as deemed appropriate by the current executive officers

Section 2.

Clause 1: At the time of the first meeting of a new school year, a schedule for meetings in normal time shall be established.

Clause 2: The meetings held in normal time may be attended by any persons.

Clause 3: Meetings outside of normal time may be called by the President or the entirety of the executive officers.

Clause 4: During the course of the meeting, the President may appoint a member of the general body to the office of Sergeant at Arms whose duty it is to keep and sustain order during the course of the meeting.

Section 3.

The program at regular meetings is not limited to, but must contain the following:

1. Officer introductions and greetings
2. Readings of minutes of the previous meeting
3. Deliberations on current issues and activities

Section 4.

Clause 1: The judicial powers of the organization shall be vested in the general body of the organization.

Clause 2: The judiciary is afforded the following rights:

- Impeachment of officers
- Disciplining/Dismissing members
- Validate/Invalidate intra-organizational affairs
- Determine constitutionality of action

Clause 3: Actions made by the judiciary must be in compliance with University Rules and Regulations at all times.

Section 5.

Clause 1: Members will be given probationary status in the following circumstances:

- Academic standing as determined by University Rules and Regulations
- Extended absence due to hospitalization or justifiable academic reasons

Clause 2: In the event that a member is disciplined or removed from the organization, a written notification shall be issued by the executive officers. The member is, then, afforded the right to present a case before the general body.

Clause 3: In the event that an officer is disciplined or removed from the organization, a written notification shall be issued by the President. The officer is, then, afforded the right to present a case before the general body.

Article II.

Section 1.

Clause 1: The executive officers shall be the decision-making power of the association. All issues affecting the welfare of the association shall be submitted by the body for deliberations. The decisions of the executives shall be made final.

Clause 2: Any dues-paying member, by right, has the opportunity to run for any office within the organization.

Clause 3: The officers of this organization shall be elected by the body present at the penultimate meeting of the academic year and under the following stipulations.

1. All candidates must be present at this meeting.
2. Candidates are prohibited from voting in their position of candidacy.
3. The voting will take place by way of secret ballot.
4. The results will be determined by simply majority vote.
5. The ballots will be counted by the two highest-ranking, non-candidate officers of the existing chain of command.

Clause 4: The term of office shall be one full academic year (fall to summer).

Clause 5: The executive officers of the organization must be dues-paying members and part of the general body of the organization.

Clause 6: Every officer of this organization must meet the following requirements as dictated by Texas A&M University – College Station:

1. Have a minimum grade point ration (GPR) as stated below and meet that minimum GPR in the semester immediately prior to the election/appointment, the semester of election/appointment, and the semesters during the term of office
 - a. For undergraduate students, the minimum GPR is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point ratio *prior* to election/appointment, at least six credit hours must have been taken during the course of either the full or two summer session(s).
 - b. For the graduate level students the minimum GPR is a 3.00. In order for this provision to be met, at least four hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point ratio prior to election/appointment, at least four credit hours must have been taken

- during the course of either the full or two summer session(s) unless fewer credits are required as they complete the final stages of their degree.
2. Be in good standing with the university and enrolled:
 - a. At least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and
 - b. At least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term in office.
 3. Be ineligible to hold an office should the student fail to maintain the requirement as prescribed in (a) and (b).

Section 2.

Clause 1: The executive officers are afforded the right to set the date and time of officer meetings for the purposes of governing the organization.

Clause 2: Officer's meetings shall be announced only to the executive officers, but may, upon request, be attended by members of the general body.

Section 3.

Clause 1: The executive and legislative power shall be composed of the following hierarchy: President, Vice-President, Secretary, Treasurer, Fundraising Officer, Public Relations Officer, Cultural Curator, the Advisor(s), and the Chairmen of standing committees.

Clause 2: Each office shall have the powers, duties, and obligations as outlined below:

- President
 - Preside over council and general meetings
 - Represent the organization's best interests during meetings with other organizations
 - Make decisions as permitted by the body
 - Form and dissolve committees in the organization
 - Appoint the chair of any committee
 - In the event of a vacancy, the office of president shall be filled via the chain of command or, barring that, a special election open to the entire body
- Vice-President
 - Assumes all duties and act on behalf of the President in the event of an executive absence
 - Do as delegated by the President
 - Maintain integrity and organization within the membership

- In the event of a vacancy, the office of Vice-President shall be filled via the chain of command or, barring that, a special election open to the entire body
- Secretary
 - Record the minutes of the executive and general meetings
 - Maintain all non-financial records of the organization
 - Do as delegated by the President
 - In the event of a vacancy, the office of Secretary shall be filled via the chain of command or, barring that, a special election open to the entire body
- Treasurer
 - Maintain the fiscal records and accounts of the organization
 - Submit a written financial report to the body at the end of each semester and as requested
 - Do as delegated by the President
 - Collect membership dues
 - In the event of a vacancy, the office of Treasurer shall be filled via the chain of command or, barring that, a special election open to the entire body
- Fund-Raising Officer
 - Head all revenue-creating activities
 - Act in cooperation with the Treasurer to maintain all fiscal records of the organization
 - Do as delegated by the President
 - In the event of a vacancy, the office of Fund-Raising Officer shall be filled via the chain of command or, barring that, a special election open to the entire body
- Public Relations Officer
 - Act as chief delegate and principle point of contact to other organizations
 - Disseminate authorized information throughout the membership (e.g. meetings, activities, etc.)
 - Maintain the PhilSA listserv
 - Maintain organizational efficiency
 - Do as delegated by the president
 - In the event of a vacancy, the office of Public Relations Officer shall be filled via the chain of command or, barring that, a special election open to the entire body
- Cultural Curator
 - Promote cultural awareness within the organization
 - Head all efforts in educating the general population
 - Do as delegated by the President
 - In the event of a vacancy, the office of Cultural Curator shall be filled via the chain of command or, barring that, a special election open to the entire body
- Historian

- Record the organization's functions and events
- Create and maintain a PhilSA scrapbook to be completed before the beginning of the next term
- Do as delegated by the President
- In the event of a vacancy, the office of Historian shall be filled via the chain of command or, barring that, a special election open to the entire body
- Webmaster
 - Maintain a current and accurate PhilSA website
 - Act as chief researcher upon request
 - Do as delegated by the President
 - In the event of a vacancy, the office of Webmaster shall be filled via the chain of command or, barring that, a special election open to the entire body
- Recreational Events Coordinator
 - Coordinate sporting and recreational events
 - Do as delegated by the President
 - In the event of a vacancy, the office of secretary shall be filled via a special election open to the entire body

Clause 3: The President is given the ability to appoint the head(s) of any *ad hoc* committee and is thus also given the ability to remove the head(s) of or otherwise change the specific structure of any such committee.

Clause 4: The tasks of each officer, although outlined herein, are by no means all inclusive of the tasks required by an administration, and therefore are subject to be amended but not detracted by the President or any such officer upon request and subsequent acquiescence.

Section 4.

Clause 1: An officer may be removed from their elected position due to non-performance of duties, misappropriation of funds, or gross misconduct or negligence.

Clause 2: An officer may also be removed by the official University Advisor with notification.

Clause 3: All impeachment proceedings are subject to the following stipulations:

1. Every defendant must be afforded the right to account for their actions before the organization's current executive officers.
2. A defendant's case must be presented before a general assembly of the organization during a meeting which may be held in normal time or at a specifically designated time.
3. Defendants may only be removed from their elected office by a $\frac{3}{4}$ majority vote of those members of the organization in attendance.

Section 5.

Clause 1: Should an elected officer vacate their office during the term year, the President shall have the right to appoint an interim replacement until such a time that the vacancy may be replaced.

Clause 2: Should the President vacate their position, the Vice-President shall immediately assume the role of President until they accept the office of the President, a member of the current chain of command accepts the office of the President or a special election is held to determine the new President.

Article III.

Section 1.

Clause 1: The advisor to the Philippine Student Association shall be a regular faculty/staff of the Texas A&M University with a competent knowledge of the University Student Rules and Regulations.

Clause 2: The advisor ought to be available for meetings with the general body or the executive officers to discuss the daily operations of the organization as well as ensure the organization's adherence to the University Rules and Regulations.

Clause 3: The advisor is granted honorary membership status and has all rights associated with the title, but is not permitted to run for any elected office.

Clause 4: The advisor may attend any executive and general meetings held by the Association.

Clause 5: The advisor may participate in any organizational planning event during the term year.

Clause 6: The advisor has the right to audit the organization's financial records as well as approve or deny expenditure requests.

Clause 7: Attendance of the Advisor Development Seminar is required of all organization advisors.

Section 2.

Clause 1: If for any reason the advisor is no longer willing and/or able to fulfill their responsibilities to the organization, it is their duty to give the organization's executive officers as well as the Department of Student Activities written notice.

Clause 2: Should the office of advisor be vacated, the organization's executive officers must then bear the responsibility of replacing the advisor in accordance with University Law.

Article IV.

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Student Organization Finance Center and/or the Fiscal Office. All funds must be deposited within 24 hours after collection. The advisor of this organization must approve and sign each expenditure before payment.

Article V.

This constitution may be amended at any time by two-thirds vote of the general body, subject to the approval of the director of student activities. The President may form a Constitutional Review Committee to undertake proposed amendments to the constitution. The Constitution is subject to the approval of the Department of Student Activities annually and/or when it is amended. This Constitution is the official laws of governance and takes effect on September 28, 2007.