

# CONSTITUTION

## ORGANIZATION OF ARAB STUDENTS IN THE UNITED STATES OF AMERICA IOWA STATE UNIVERSITY, AMES, IOWA

### ARTICLE I -- NAME AND NATURE

- (1) The Organization shall be known as the Organization of Arab Students on Iowa State University Campus and it shall have its headquarters in Ames, Iowa.
- (2) The Organization shall be cultural, educational, independent and nonprofit.

### ARTICLE II -- PURPOSE

The Organization, emanating from the First Arab Student Convention in Iowa State University, Ames, Iowa, in the fall of 1961, shall endeavor to promote the following:

- (1) The dissemination of the true and adequate information about the Arab people, their history, culture, problems and aspiration.
- (2) The extension of every possible help and guidance to Arab students in the state of Iowa.
- (3) The promotion of a better mutual understanding and stronger ties with the American people.
- (4) The promotion of a better understanding with various students and other organizations in the state of Iowa.

### ARTICLE III -- MEMBERSHIP

- (1) Every citizen of the Arab world at Iowa State University shall be eligible for membership in the organization. Associate members are also accepted.
- (2) Membership fees for the local chapter of O.A.S. will be \$3.00 a year per student. Membership in the mother organization will be a prerequisite for local membership.



#### ARTICLE IV -- ORGANIZATION

(1) General Assembly

- (a) The general assembly will be the supreme organ in the Organization.
- (b) The general assembly shall be constituted of all the active members of the organization.
- (c) The general assembly shall meet at least once every quarter. Such meetings may be delayed if exceptional circumstances should arise. In this case the existing Executive Committee shall continue to function until the convening of such a delayed meeting.
- (d) Subject to the provisions of Article IV of this Constitution, the General Assembly shall take all its decisions by a simple majority vote of those members present and voting.
- (e) The General Assembly shall have the power to formulate its own rule of procedure.
- (f) The General Assembly may enact By-Laws to this Constitution which shall be administrative in nature and shall implement this Constitution in governing important details of the structure and administration of the Organization.
- (g) The procedure for ratification and amendment of the By-Laws shall be taken by a simple majority vote of those members present and voting.

(2) Executive Committee

- (a) The Executive Committee shall be constituted of five members. The Executive Committee shall elect its own officers by a majority vote.
- (b) The Executive Committee is composed of a President, a Vice-President, a Secretary, a Treasurer and a Social Chairman.
- (c) No President shall serve for more than one term successively.



## ARTICLE V -- FINANCES

The Organization may accept any endowment, help or assistance in any form from any source free from any restriction consistent with the purposes of the Organization.

## ARTICLE VI -- RATIFICATION AND AMENDMENTS

- (1) This Constitution shall come into effect upon its ratification by a two-thirds majority of the members present and voting.
- (2) The General Assembly shall have the power to amend, replace, or add any provision to this Constitution by a two-third majority of the active members present and voting.

## BY-LAWS

### BY-LAW I -- GENERAL ASSEMBLY

- (1) The General Assembly shall formulate or adopt all policies and programs to be undertaken in the name of the Organization.
- (2) The General Assembly shall have all other powers not expressly prohibited to it by this Constitution.

### BY-LAW II -- ELECTION PROCEDURE

- (1) An Election Committee of five members shall be elected by the General Assembly for conducting the elections of the Executive Committee members impartially.
- (2) The Election Committee shall:
  - (a) Carry out all the necessary duties toward ensuring equal opportunities and advantages to all members.
  - (b) Make sure that every nominee is a paid member.
  - (c) Collect and publicize the names of nominees and pertinent information about them.



- (3) All nominees must accept their nomination prior to the election.
- (4) Voting shall be effected by secret ballot and the five candidates obtaining the highest number of votes shall be declared elected.
- (5) In order to have the organization's activities on the University calendar for the following year and in order to avoid any conflict with the activities of other organizations on campus and to facilitate procedures for getting financial help from the university and endorsement of the organization's activities, the elections should be held during the winter break each year.

BY-LAW III -- EXECUTIVE COMMITTEE

- (1)
  - (a) Any executive member who does not attend three consecutive meetings without a reasonable cause shall be replaced by the one who comes next on the voting list.
  - (b) Any executive member who does not attend four meetings, regardless of any reason shall be replaced by the one who comes next on the voting list.
  - (c) The Executive Committee determines whether the cause is reasonable or not.
- (2)
  - (a) Meetings of the Executive Committee shall be open to all members of the C.A.S.
  - (b) Members shall have the right to persue the Minutes of the meetings.
- (3) The term of office of the members of the Executive Committee shall be for one uear and in the event of the resignation of any such members before the termination of his office, he shall be replaced by the candidate who comes next on the voting of the General Assembly which elected the Executive Committee.
- (4) The Executive Committee shall adopt its own rules of procedures and regulate its method of work.
- (5) The Executive Committee should be responsible for holding an annual Arab Week and the annual Arab dinner.



BY-LAW IV -- THE PRESIDENT

- (1) The President shall be the chief spokesman of the Organization.
- (2) The President shall have the authority over and the responsibilities for, the operations of the Organization between meetings of the Executive Committee in implementing its resolutions; however, in case of emergency, the President of the O.A.S., provided that he cannot contact the other members of the Executive Committee, may take decisions in between Executive Committee meetings, provided that these decisions are within the spirit of the Constitution and do not violate the general policy of the Executive Committee
- (3) The President shall be the Chairman of the General Assembly and of the Executive Committee.
- (4) The President shall submit a written report of the activities and decisions of the Executive Committee to the General Assembly.

BY-LAW V -- THE VICE-PRESIDENT

- (1) The Vice-President shall succeed the President in case of his inability to fulfill his office.
- (2) The Vice-President shall assist the President in the performance of his duties.

BY-LAW VI -- THE SECRETARY

- (1) The Secretary shall take the minutes of the Executive Committee meetings and prepare the agenda with the President.
- (2) The Secretary shall take the minutes of the General Assembly meetings.
- (3) The Secretary shall supervise the keeping of records for the Executive Committee.

BY-LAW VII -- THE TREASURER

- (1) The Treasurer shall supervise the handling and disbursement of the Organization funds in cooperation with the President.
- (2) The Treasurer shall keep the financial record.
- (3) The Treasurer shall prepare and submit an annual financial report to the General Assembly.

This organization considers itself as a local chapter of the national organization of the Arab students in the United States of America.