

Constitution for Hope's Asian Perspective Association

Preamble

We, the students of Hope's Asian Perspective Association, in order to conduct our organization's affairs in an efficient and business-like manner, do hereby adopt and agree to abide by the following constitution

Article I Name

The name of the organization shall be Hope's Asian Perspective Association, or HAPA.

Article II Place

The location of this organization is Hope College, Holland, Michigan.

Article III Mission

Our mission is to aid in the establishment of diversity and to promote awareness of Asian and Asian-American history, experiences, issues, and perspectives on Hope College's campus.

We shall provide events on this campus that deal with Asian and Asian American heritage. We aim to educate and stimulate discussion within the community of Hope College and to strengthen the identity of all HAPA members.

By doing this we believe that we aid in creating an environment and building a community in which all cultures will be visible and accessible to our fellow students, thereby opening an avenue for understanding, learning, and appreciation of different cultures. We feel that this is a step towards eliminating bias that grows from fear, stereotypes, and intolerance.

We welcome anyone committed to, or interested in our mission regardless of race, religion, sex, or nationality.

Article IV **Membership**

Section 1.

There shall be the following classes of membership

- A. Regular Member
- B. Friend of HAPA

Section 2.

Regular Member: any student who is enrolled at Hope College and pays Student Activities Fees and attends a minimum of two HAPA meetings. Regular members can vote and hold office.

Section 3.

Friend of HAPA: any student, faculty, instructor, or staff at Hope College, alumni, or community member who wishes to support the mission of HAPA. This membership status does not include the right to vote or hold office.

Article V **Conduct of Membership**

It is the duty of HAPA's regular members to evaluate each member of the organization to ensure that the welfare of HAPA may not be threatened. Any regular member of HAPA has the authority to bring any member up on charges concerning unconstitutional behavior, such as but not limited to the following:

- A. Not following the constitution of the organization
- B. Any member displaying an attitude or demeanor that in any way jeopardizes the welfare of the organization
- C. Not actively participating in the organization and not attending functions sponsored by HAPA. It is encouraged that the member notifies the president prior to the meeting when possible, if an absence is due to an interference with class or other assigned duties. All Executive Boards members must notify the president if he or she will be absent.

All charges must be first brought before the Executive Board. The Board will assess the situation and take the appropriate actions.

Article VI Executive Board

Section 1.

The Executive Board, or E-board, shall consist of a president, vice-president, secretary, treasurer, public relations chair, social chair, historian, and website coordinator.

Section 2.

The E-board is to be nominated by the organization during the latter part of the spring semester. Nominations shall be held at a general meeting and nominees may decline. After the nominations, the selected candidates must give a formal position statement as to why their leadership will be effective for the organization. Officers shall be nominated by the membership and appointed by the president pending ratification by at least 2/3 of the membership. All elected officials will serve from the moment they are appointed until the end of the following academic year, unless they are studying off campus, in which their position may be filled by another member of the E-board or by a general member that must be appointed by the E-board.

Section 3.

The **President** shall chair the E-board, preside over all meetings, serve as the official representative of the organization, and hold regular meetings with the advisor.

Section 4.

In the President's absence, the **Vice-President** shall perform the duties of the president and fulfill such other duties as are assigned by the president. He or she shall maintain an accurate list of all members, their home and campus addresses, telephone numbers, and e-mail addresses.

Section 5.

The **Secretary** shall keep accurate minutes at each meeting, prepare and submit a typed copy of all minutes for the year to the Historian, send out any correspondence concerning meetings or conferences to members, friends, and perspective members, maintain inventory, supplies, and copies of the bylaws.

Section 6.

The **Treasurer** shall chair the Finance Committee, submit an annual budget projection to the president for approval by the E-board, maintain the checkbook, receive all statements of the organization's account, and report on the financial status of the organization at each E-board

meeting. The treasurer shall report on how money has been spent at the end of each semester.

Section 7.

The **Public Relations Chair** shall preside over the public relations committee, prepare event information for submission to KnowHope and for press releases, prepare flyers and posters for events, and fulfill such other duties as are assigned by the president.

Section 8.

The **Social Chair** shall preside over the social committee, send out any correspondence concerning events to members, friends, and perspective members, submit room, catering, and equipment reservations for events, and fulfill such other duties as are assigned by the president.

Section 9.

The **Historian** shall maintain the historical records of the organization, prepare an annual report to the membership, and serve as the parliamentarian for the organization. The historian shall also be in charge of taking photographs at events/conferences and creating a scrapbook, as well as a yearly submission to the year book.

Section 10.

The **Website Coordinator** shall maintain the website of the organization and manage media files that belong to the organization. The website coordinator must be trained and certified by Hope and shall update the website bi-weekly.

Section 11.

An executive board member may be removed if (a) he or she fails to attend three consecutive meetings without an excuse, or (b) 2/3 of the voting membership submits a petition for removal. The officer in question shall be notified of pending removal in writing and shall be provided a hearing before the E-board. The E-board shall review the situation and make a recommendation. This recommendation may be overruled by 2/3 vote of voting members at the next general meeting following the hearing.

Section 12.

A vacancy in the office may be filled through an interim appointment made by the president and approved by the E-board. The candidate must be selected from the regular members before a non-regular member and must be a Hope student in order to be appointed.

Article VII Standing Committees

Section 1.

There shall be standing committee as provided for in this article, and ad-hoc committees as may be authorized from time to time by the president and approved by the membership. Committees shall serve for the term of the president, or until replaced. In the absence of enough members to constitute a committee (3), the committee chair shall function as a full committee.

Section 2.

The President shall chair the **Executive Board**. This committee shall initiate and receive policies and actions for consideration by the membership and develop an agenda for each meeting of the organization.

Section 3.

The Treasurer shall chair the **Finance Committee**. The members of the finance committee shall select one of its members as Co-chair. This committee shall be responsible for and have charge of all funds of the organization, perform any fund-raising activities, and provide the organization with budget projections.

Section 4.

The Vice President shall chair the **Program Committee**. The members of the program committee shall select one of its members as CO-chair. The Committee shall outline all programs and activities for the organization in close cooperation with the E-board, be responsible for planning programs of an educational nature and provide the membership with a program calendar for the year. Program Committee shall submit a list of all activities that have occurred in the past fiscal year and a list of possible activities for the following year.

Section 5.

The Public Relations Chair shall chair the **Public Relations Committee**. The members of the program committee shall select one of its members as Co- chair. This committee shall handle all press releases, radio and television spots, posters, printings for the organization, provide at least two public relations releases about the organization per semester, develop and maintain an organizational brochure, and perform any other public relations activities as are appropriate and necessary.

Section 6.

The Social Chair shall chair the **Social Committee**. The members of the social committee shall select one of its members as Co-chair. The social committee is responsible for making all arrangement for trips/activities, coordinate all fellowship activities for the membership and perform any other social activities as may be appropriate and necessary.

Section 7.

It is the responsibility of all committees to work together. The chairs of these committees may have the option to appoint certain tasks to regular members.

Article VIII
Advisor

Section 1.

There shall be at least one faculty/staff advisor who shall provide the organization with information, counseling and appropriate guidance.

Article IX
Amendments

These bylaws may be amended by a 3/4-majority vote of the general membership. Constitutional changes during the academic year shall be presented and discussed at one meeting and voted upon at the following meeting.

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