



Hellenic Students' Association of MIT

CONSTITUTION OF THE HELLENIC STUDENTS' ASSOCIATION OF MIT

As amended in February 2017

Article 1 (Name)

The name of the Association shall be “Hellenic Students' Association of MIT”.

Article 2 (Purpose)

1. The purpose of the Association shall be:
 - a. To promote fellowship among members of the MIT Hellenic (Greek and Cypriot) community through cultural, social, athletic, artistic and educational activities.
 - b. To welcome and counsel all new Hellenic students.
 - c. To foster an understanding and appreciation of Hellenic culture among members of the MIT community.
 - d. To facilitate communication between its members and MIT officials, other student groups, and Hellenic organizations worldwide.
2. The Association shall not engage in political activity per Institute regulations. Political activity is defined as participation in a campaign on behalf of or in opposition to any candidate for public office in any country. Activities concerning cultural, social, athletic, artistic or educational issues are not considered political activity. The ultimate decision as to what constitutes political activity shall lie with the General Assembly.

Article 3 (Membership Eligibility)

1. All members of the MIT community and of all Boston-area university communities, who either are of Hellenic descent or demonstrate an active and genuine interest in Hellenic culture, may become members of the Association by contacting the Executive Committee and providing name, email and affiliation.
2. Voting members of the Association shall be those members who are either students currently registered at MIT, including students cross-registered from other universities, or postdoctoral associates/fellows, research scientists/fellows, staff members or faculty currently employed at MIT. At least five (5) and fifty percent (50%) of voting members must be MIT students, according to the requirements set by the Association of Student Activities

(ASA). An MIT student who is not registered in an academic term loses voting membership status and becomes a non-voting member, until registration is renewed. An MIT student who graduates loses voting membership status and becomes a non-voting member, unless he/she is immediately employed at MIT as postdoctoral associate/fellow, research scientist/fellow, staff member or faculty.

3. Non-voting members of the Association shall be those members who are either other MIT affiliates, including non-registered visiting students, visiting scientists, alumni and spouses/partners of voting members, or members of other Boston-area university communities.

4. The Executive Committee shall always hold a complete list of all voting members of the Association.

5. The Association shall not discriminate based on any characteristic listed in the MIT Non-discrimination Statement for membership or in any other aspect.

Article 4 (Membership Dues and Rights)

1. There shall be no membership financial dues.

2. All voting and non-voting members of the Association may participate in all activities and events organized by the Executive Committee, subject to potential restrictions imposed by MIT.

3. The Executive Committee may decide for certain events to charge entrance fees. The Executive Committee may decide for certain events, which require individual expenses from the members, to provide a subsidy. The Executive Committee may also collect donations for charity and other non-political purposes.

4. In Elections and General Assemblies, only voting members are empowered to vote, while non-voting members may attend, but shall not have the right to vote.

5. Any member can request information about the Association's finances and activities at any time.

Article 5 (Executive Committee / Officers)

1. The Executive Committee of the Association shall normally be composed of the following seven (7) elected officers:

- a. President
- b. Treasurer
- c. Secretary
- d. Vice-President and
- e. three (3) Executive Committee Members.

2. The duties of the Executive Committee officers shall be as follows:

a. The President shall be the Chairperson of the Executive Committee, shall preside all meetings and/or other functions of the Association (except if subject to impeachment according to Article 10.4) and shall represent the Association in contacts and exchanges with other Hellenic organizations. The President shall be acquainted with those Institute regulations that affect the Association; shall call Executive Committee meetings, Elections, and General Assemblies.

b. The Treasurer shall be responsible for all Association funds; shall collect all fees and

donations; shall pay all bills under the direction of the Executive Committee; shall keep an account of all receipts and disbursements and shall present an annual report at the last Executive Committee meeting of the academic year, as well as before the regular Election.

c. The Secretary shall record the decisions made at each meeting; shall handle all correspondence; shall maintain the complete list of all voting members (see Article 3.4).

d. The Vice-President shall assist the President in all of his/her duties and, in the temporary absence of the President, substitute him/her in all of his/her duties.

e. The three (3) Executive Committee Members shall assist the other officers in the Association affairs. The Executive Committee can appoint specific roles to these Executive Committee Members, such as Webmaster, Athletic Chair, Artistic Chair, Educational Chair, in order for each one of them to supervise specific activities and events of the Association.

3. In the case of less than seven (7) elected officers (due to insufficient candidates in an Elections meeting), the Executive Committee of the Association shall be composed of at least two (2) officers, a President and a Treasurer, and the rest available officer positions shall be determined by the order listed in Article 5.1.

4. No officer shall hold simultaneously two of the officer positions listed in Article 5.1.

5. Only voting members may become officers of the Executive Committee, except for students cross-registered from other universities who may vote in the Elections but may not become officers. The President and the Treasurer must be MIT students, according to the requirements set by the Association of Student Activities (ASA). At least fifty percent (50%) of the officers of the Executive Committee must be MIT students. Postdoctoral associates/fellows, research scientists/fellows, staff members or faculty can be officers of the Executive Committee only under the condition that they do not maintain any academic or professional relationship with any other elected student officer.

6. Each officer, upon accepting office, shall agree to abide by the provisions of this constitution and the by-laws of the Association.

7. The regular term of office for all officers of the Executive Committee shall be one calendar year, starting the day after the MIT Commencement and ending the day of the MIT Commencement in the following calendar year. Officers elected to the Executive Committee in exceptional Elections, caused either by resignation, graduation (Article 8), or impeachment (Article 9), shall retain their offices until the end of the regular term of office of the officers they replaced.

8. The Executive Committee has the authority to make all policy decisions. Executive Committee decisions shall be made by majority vote of its officers, not counting abstentions. In the case of equal votes in favor or against a proposal, the decision made by the President (or, in the absence of the President, by the Vice-President) shall be followed. Decisions made by the Executive Committee may be overruled by the General Assembly.

9. The Executive Committee shall meet at least once every three months during its term of office.

10. Close to the end of the term of the Executive Committee but before the next regular Elections take place, the Executive Committee shall present to all members of the Association a complete report of the Association's activities during the past year up to that point.

Article 6 (Subcommittees)

- 1.** The Executive Committee has the authority to appoint subcommittees to pursue special projects. These subcommittees may consist of any mix of officers and non-elected members.
- 2.** Subcommittees may also be formed at the initiative of members and may begin working on a proposed project on behalf of the Association with Executive Committee approval.
- 3.** Decisions concerning the membership and/or function of each subcommittee are subject to approval or modification at the first General Assembly following the subcommittee's appointment.

Article 7 (Elections)

- 1.** Regular Elections shall occur once every calendar year and shall be held between the Monday immediately after the Greek Orthodox Easter Sunday and the last day of classes of the MIT spring semester. Exceptional Elections shall occur when caused either by resignation, graduation (Article 8) or impeachment from the Executive Committee (Article 9) and can be held at any time.
- 2.** A Nominations period shall precede the date of the Elections. Nominations will open upon the announcement of Elections and will close at the Elections meeting.
- 3.** Elections shall be called by the President at least two weeks before their occurrence and regular Elections, in particular, at least one week before the Greek Orthodox Easter Sunday. The President shall notify all members of the exact date and place of the Elections meeting, of the immediate opening for Nominations and of the available officer positions.
- 4.** According to Article 5.5, only voting members are eligible as candidates in the Elections, except for students cross-registered from other universities who may vote in the Elections but may not be candidates in the Elections. During the Nominations period, eligible voting members can nominate themselves as candidates for the Elections by contacting the Executive Committee. Confirmed candidates shall have the opportunity, during the Nominations period, to publicize a written personal statement on the website of the Association (Article 12) by sending it to the Executive Committee and, at the Elections meeting, to make a public oral personal statement.
- 5.** At the Elections meeting, after confirmed candidates have optionally made their public oral personal statements, every member of the Association shall have the opportunity to endorse any confirmed candidate with a public oral statement.
- 6.** According to Article 5.3, in the case of less than seven (7) but at least two (2) confirmed candidates at the Elections meeting, all the confirmed candidates shall become officers of the Executive Committee (subject to the restrictions for non-student officers of Article 5.5) and the available officer positions shall be determined by the order listed in Article 5.1. The voting process shall only determine the order in which the elected officers will choose among the available offices (see Article 7.12).
- 7.** According to Article 4.4, in Elections, only voting members are empowered to vote, while non-voting members may attend, but shall not have the right to vote. A voting member who cannot be physically present at the Elections meeting may vote remotely after providing to the Executive Committee, at least a week before the Elections meeting, a written signed notice stating inability to physically attend, desire to vote and a contact method for the date and time of the Elections meeting. At the Elections meeting, the Executive Committee must

provide a complete list with the voting members and attempt to contact all remote voting members, who have provided a notice, via their provided contact method; successful bilateral contact with a remote voting member will have established remote presence of this member at the Elections meeting and activated his/her right to vote remotely and participate in the Elections process.

8. An Elections meeting must consist of a quorum. A quorum must be maintained throughout the meeting. A quorum is defined as the physical or remote presence of at least twenty (20) or fifty percent (50%) of the voting members of the Association, whichever is less. If a quorum is not obtained at the Elections meeting, the President shall postpone the Elections (by no more than two weeks and the latest for the day of the MIT Commencement) and shall notify the members of the exact date and place of the new Elections meeting. The Nominations period reopens until the rescheduled Elections meeting. A quorum is not required for a rescheduled Elections meeting, the results of which shall be considered final.

9. An Electoral Committee presides over the Elections meeting. It consists of three voting members elected from the eligible voters by open ballot, after a quorum has been established (if required) and the candidates have been confirmed. Members of the Electoral Committee cannot be candidates to the Elections. The Electoral Committee has the following responsibilities: (a) to call for potential public oral personal statements of the candidates and then for potential endorsements on the candidates by the members of the Association, (b) to specify a voting process for remote voting members (see Article 7.10), to supervise the entire voting process and receive the completed ballots of all voters, confirming the name of each voter on the list of voting members (provided in advance by the Executive Committee, according to Article 7.7), (c) immediately after the end of the voting process, to count the votes in public and declare the members elected to the Executive Committee and (d) to inform all members of the Association about the results of the Elections within one week of the Elections meeting. After confirming that the Elections were valid and declaring the members elected to the Executive Committee, the Electoral Committee dissolves.

10. Voting by members of the Association physically present at the Elections meeting shall be performed with secret ballot. The vote of members remotely present shall be concurrent with the vote of members physically present. The Electoral Committee shall specify the voting method of remote members, whose voting may be performed with open ballot.

11. The voting rules and the election process of the seven (or less) officers of the Executive Committee shall be as follows: Each voter may cast up to five votes. No more than two votes can be given to any single candidate. The seven candidates who receive the highest numbers of votes are elected to the Executive Committee. If two or more candidates receive the same number of votes, the election is repeated between those candidates only. All voters have only one vote in the repeated election. The candidate (or candidates, if more than one position remains to be filled) who receive(s) the highest number of votes is elected. The rest of the candidates are declared substitute members. An order among them is recorded according to the number of votes they received. Substitute members may replace members of the Executive Committee who resign or graduate (Article 8) or are impeached from the Executive Committee (Article 9).

12. After the officers of the Executive Committee have been elected, they are given the option to choose the office they want to hold, starting with the officer who was elected to the Executive Committee with the highest number of votes and proceeding by descending order in the number of votes received by each officer of the Executive Committee, until all the

offices have been filled.

13. The duties of the new Executive Committee shall begin the day after the MIT Commencement, according to Article 5.7. The outgoing Executive Committee must transfer all documents to the incoming Executive Committee during the period between the day of the completed Elections and the day of the MIT Commencement. The previous officers must also be available to assist and train the newly elected officers, if needed, for at least one month following the Elections.

Article 8 (Resignation or Graduation)

1. Any member of the Association may resign by filing a written resignation with the Executive Committee. Any officer of the Executive Committee may resign by filing a written resignation with the President. A President who wishes to resign must announce this intention and the reasons for resigning to all members of the Association.

2. If one or two original Executive Committee officers resign or graduate during the course of their term, the remaining officers may reassign positions (of Article 5.1) among them and invite substitute members, if any were elected, to fill the remaining vacant positions (see Articles 5.3 and 5.4). Substitute members choose the position they wish to fill in the order of votes they received in the elections. If the original Executive Committee consisted only of two officers (a President and a Treasurer) due to insufficient candidacies and either one resigns, new Elections must immediately be called, scheduled for within two weeks of the last resignation or graduation, and Nominations are immediately opened.

3. If three or more original Executive Committee officers resign or graduate during the course of their term or if the Executive Committee cannot agree on reassignment following one or two resignations, then new Elections must immediately be called, scheduled for within two weeks of the last resignation or graduation, and Nominations are immediately opened.

4. A resigned member may be readmitted to the Association at any time by filing a written petition with the Executive Committee and providing name, email and affiliation. A resigned officer may not rescind a resignation after reassignment has taken place or an election has been called.

Article 9 (Impeachment and Expulsion)

1. A General Assembly meeting is required to remove any number of Executive Committee officers from office or to expel a member from the Association (see Article 10). Those members requesting the General Assembly meeting must explain their reasoning for impeachment or expulsion to all other members of the Association at the time of submitting their request. If a quorum is not achieved at the General Assembly meeting, then the impeachment or expulsion proposal is nullified.

2. Impeachment and expulsion require a two-thirds majority vote of the General Assembly.

3. If one or more Executive Committee officers are impeached, the procedure described in Article 8.2 is used to fill the vacant position. If three or more officers are impeached, new Elections must immediately be called, scheduled for within two weeks of the last impeachment, and Nominations are immediately opened.

4. An expelled member may only be readmitted to the Association by a two-thirds majority vote of a General Assembly and no sooner than one year after being expelled.

Article 10 (General Assembly Meetings)

- 1.** The General Assembly is the sovereign body of the Association and has the final authority to make decisions.
- 2.** A General Assembly meeting may be called either by the President or at the request of at least ten (10) or twenty-five percent (25%) of the voting members of the Association, whichever is less. In the latter case, the Executive Committee has to call a General Assembly meeting within one month of receiving the request from the members. There shall be at least one General Assembly meeting per academic year. This may be concurrent with the regular Elections.
- 3.** A duly constituted General Assembly meeting must consist of a quorum (as defined in Article 7.8), which must be maintained throughout the meeting. If a quorum is not reached, a new General Assembly meeting must be called within two weeks and it does not require a quorum.
- 4.** An elected Board presides over the General Assembly meeting. The Board consists of a Chairperson, a Vice-Chairperson and a Secretary. Each General Assembly elects its Board by open ballot from a group of candidates nominated by the General Assembly. Candidates are ranked according to the number of votes they receive. The first is elected Chairperson, the second Vice-Chairperson, and the third Secretary. Unless any of its officers is subject to impeachment, the Executive Committee may propose that the President, Vice-President, and Secretary automatically constitute the Board.
- 5.** The President shall notify all members of the date and time of the meeting as well as the issues to be discussed at least two weeks in advance.
- 6.** During a General Assembly meeting, members have the right to raise any issues relevant to the Association. Only voting members may vote. Members may propose amendments to the constitution, but such amendments may not be voted on unless the General Assembly was called for this purpose.

Article 11 (Language)

- 1.** The Association shall use English for all official announcements. Greek may be used during meetings for convenience, but English should be used at any member's request.
- 2.** The Association shall assist all members wishing to learn Greek by providing information about local resources.

Article 12 (Electronic Media)

The Executive Committee shall maintain at least a website, a social networking page, and a mailing list for formal announcements by the Executive Committee, and a regulated social networking group and another regulated mailing list for informal discussion between members.

Article 13 (Exclusive Rights)

The name and logo of the Association shall be used only with permission of the Executive Committee and in accordance with MIT policies.

Article 14 (Constitution Amendments)

- 1.** Any voting member may propose an amendment to the Constitution. Amendments shall be discussed and voted on during a General Assembly meeting called specifically for this purpose with two weeks prior notification to all members.
- 2.** Amendments to Articles 2 and 14 of this Constitution shall require a two-thirds majority vote of the General Assembly. Amendments to all other articles shall require a one-half majority vote. Voting is conducted by open ballot.
- 3.** All amendments shall be submitted to the Association of Student Activities (ASA) for approval and they shall not take effect until such approval has been granted. The President shall inform all members of the content of passed amendments and when they take effect.

Article 15 (ASA Governance Clause)

The Hellenic Students' Association of MIT agrees to abide by the rules and regulations of the Association of Student Activities (ASA) and its executive board. This constitution, amendments to it and the by-laws of this organization shall be subject to review by the ASA Executive Board to ensure that they are in accordance with the aforementioned rules and regulations.