



## *Hellenic Students' Association of MIT*

### **CONSTITUTION OF THE HELLENIC STUDENTS' ASSOCIATION OF MIT**

As amended in February 2003

#### **Article 1 (Name)**

The name of the association shall be the 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 Greek community through cultural, social, athletic, and educational activities.
  - b. To welcome and counsel all new Greek students.
  - c. To foster an understanding and appreciation of Greek culture among members of the MIT community.
  - d. To facilitate communication between its members and MIT officials, other student groups, and Greek 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, educational, or international issues are not considered political activity. The ultimate decision as to what constitutes political activity shall lie with the General Assembly.

#### **Article 3 (Membership)**

1. All members of the MIT and Wellesley College communities who are either of Greek descent or demonstrate an active and genuine interest in Greek culture may become members of the association by contacting the Executive Committee.
2. Active members of the association shall be those members who are students currently registered at MIT, including students cross-registered from other universities. At least five members and fifty percent of active membership 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 active membership status and becomes an inactive member until registration is renewed.

3. Only active members are empowered to vote. In addition, only those members who have joined the association at least one week prior to an election or General Assembly may vote in that meeting.
4. Other MIT affiliates and Wellesley College including faculty, postdoctoral fellows, research scientists, staff members, alumni, and spouses and partners of members can become associate members of the association. Associate members shall not have the right to vote but may attend General Assemblies.
5. The Association shall not discriminate based on any characteristic listed in MIT's Nondiscrimination Statement.

#### **Article 4 (Dues)**

There shall be no membership dues. The Executive Committee may decide to charge entrance fees for certain events or collect donations for charity and other non-political purposes.

#### **Article 5 (Officers)**

1. The Executive Committee of the Association shall be composed of the following elected officers:
  - a. President
  - b. Vice-President
  - c. Secretary
  - d. Treasurer and
  - e. three Committee Members.
2. No member shall hold two of the offices listed in Article 5.1 simultaneously.
3. Each officer, upon accepting office, shall agree to abide by the provisions of this constitution and the by-laws of the Association.
4. The Executive Committee has the authority to make all policy decisions. Executive Committee decisions shall be made by majority vote of its members (defined as half plus one of all votes cast in favor or against a proposal, not counting abstentions). Before leaving office, the Executive Committee shall present a complete report of the association's activities during the past year to all members before the regular elections take place. Any member can request information about the association's finances and activities at any time. Decisions made by the Committee may be overruled by the General Assembly.
5. The duties of the Executive Committee members shall be as follows:
  - a. The President shall be the Chairperson of the Executive Committee and shall preside all meetings and/or other functions of the association until the next election (except if subject to impeachment per Article 10.4). The President shall be acquainted with those Institute regulations that affect the association; shall call Executive Committee meetings, elections, and General Assembly meetings.
  - b. The Vice-President, in the absence of the President, shall be the Chairperson of the Executive Committee and shall preside all meetings and/or other functions of the association. The Executive Committee may ask the Vice-President to

- represent the association in contacts and exchanges with other Greek organizations.
- c. The Secretary shall record the decisions made at each meeting; shall handle all correspondence; shall prepare a directory of members for each academic year.
  - d. 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.
  - e. The three Committee Members shall assist the other officers with the Association's meetings; they may supervise subcommittees for social, athletic and other activities.
- 6.** The term of office for all members of the Executive Committee shall be one calendar year. Members 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 term of office of the members they replaced.
- 7.** The Executive Committee shall meet at least once every three months during its term of office.

### **Article 6 (Elections)**

- 1.** Only active members who are MIT students may be elected to the Executive Committee. Students cross-registered from other universities may vote but may not be candidates in the elections.
- 2.** Regular elections shall be called by the Executive Committee; they shall be held between February 1 and March 31 (included) of each year. In case of exceptional elections caused either by resignation, graduation (Article 8) or impeachment of the Executive Committee (Article 9), the elections can be held at any time.
- 3.** Nominations and elections shall take place on the same day.
- 4.** The President shall notify all members, at least two weeks in advance, of the exact date and place of the elections meeting. Only active members who have joined the association at least one week before the election date are eligible to vote in the elections.
- 5.** An elections meeting must consist of a quorum. A quorum must be maintained throughout the meeting. A quorum is defined as at least half the active members plus one or at least twenty members present, whichever is less. If a quorum is not obtained on election day, the President shall postpone elections by no more than two weeks, and shall notify the members of the date (which may be after March 31) and place of the new elections meeting. A quorum is not required for a rescheduled elections meeting; the results of such an election shall be considered final.
- 6.** An Electoral Committee presides over the election. It consists of three active members elected from the eligible voters by open ballot after a quorum has been established. In the case of postponed elections where a quorum is not required, the Electoral Committee is elected at the beginning of the elections meeting. The Electoral Committee has the responsibility to establish the ballots and supervise the voting process. Members of the Electoral Committee cannot be candidates to the elections. Immediately after the end of the voting process, the Electoral Committee shall count the votes in public and declare

the members elected to the Executive Committee according to Article 6.8. The Electoral Committee must inform all members of the results of the election within one week of the election date. After confirming that the election was valid and declaring the members elected to the Executive Committee, the Electoral Committee dissolves.

**7.** Nominations for any office may be submitted by any active or associate member of the Association. The nominee may accept or refuse the nomination. In case of absence of the nominee, a letter of acceptance should be made available.

**8.** If there are less than seven candidates, the election is postponed as described in Article 6.5. A rescheduled election can take place with less than seven candidates and no quorum is necessary. However, there must be at least two candidates in order to fill the positions of President and Treasurer respectively. If there are more than two but less than seven candidates, positions shall be filled in the following order: President, Treasurer, Secretary, Vice President, Committee Members.

**9.** The seven members of the Executive Committee are elected with secret ballot 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 according to the number of votes they received is recorded. Substitute members may replace members of the Executive Committee who resign.

**10.** After the seven members of the Executive Committee have been elected, they are given the option to choose the office they want to hold, starting with the member 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 member of the Executive Committee, until all the offices have been filled.

**11.** There shall be no voting by mail or proxy.

**12.** The duties of the new Executive Committee shall begin immediately after the elections. The outgoing Executive Committee must transfer all documents within one week of the elections and be available to assist and train the newly elected officers, if needed, for at least one month following the elections.

### **Article 7 (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 8 (Resignation)**

- 1.** Any officer or member of the association 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 members resign, the remaining officers may reassign positions among them and invite substitute members, if any were elected, to fill the remaining vacant positions (see Articles 5.2 and 6.8). 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 members (a President and a Treasurer) due to insufficient candidacies and either one resigns, a new election must be called as per Article 8.3.
- 3.** If three or more original Executive Committee members resign or if the Executive Committee cannot agree on reassignment following one or two resignations, then new elections must be called within one week of the last resignation.
- 4.** The same procedure is followed in case one or more Executive Committee officers graduate during the course of their term.
- 5.** A resigned member may be readmitted to the association at any time by filing a written petition with the Executive Committee. 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 members 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 members are impeached, the procedure described in Article 8 is used to fill the vacant position. If three or more members are impeached, the General Assembly meeting shall be immediately followed by an election.
- 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 by the Executive Committee or at the request of ten active members of the association. In the latter case, the Executive Committee has to call a General Assembly meeting within one month of receiving the request. 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 6.5), which must be maintained throughout the meeting. If a quorum is not reached, a new General Assembly meeting must be called within two weeks. If a quorum is again not reached, a regular General Assembly meeting follows without 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 members 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 active 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)**

**1.** The Executive Committee shall maintain a website and at least two media of electronic communication between members: one regulated for formal announcements, and one unregulated for informal discussion.

**2.** The Executive Committee shall appoint a webmaster in charge of issues pertaining to electronic communication. The webmaster shall only provide technical assistance; decision making authority on these matters lies with the Executive Committee. The webmaster may be an officer of the Executive Committee.

#### **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 (Amendments)**

**1.** Any active 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 for approval and they shall not take effect until such approval has been granted. In addition, amendments to Article 6 shall not take effect until after the election immediately following the General Assembly at which they were passed. The President shall inform all members of the content of passed amendments and when they take effect.

### **Article 15 (ASA Clause)**

The Hellenic Students' Association of MIT agrees to abide by the rules and regulations of the Association of Student Activities, 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 insure that they are in accordance with the aforementioned rules and regulations.