

# **Constitution of the African Student Association of Christopher Newport University**

## ***ARTICLE I: NAME & PURPOSE***

**Section A: Name** – African Student Association of Christopher Newport University

**Section B: Purpose** – The purpose of this club shall be to establish an open environment for individuals of all ethnic backgrounds to learn about each other's cultures by interacting respectfully. ASA's intention is to create an atmosphere of mutual understanding and respect amongst the members and others who decide to join. ASA is an organization that strives to provide a community and connect students of African descent and those interested in African culture.

## ***ARTICLE II: MEMBERSHIP & DUES***

**Section A: Eligibility** - Membership is open to people of all races, ethnicities and nationalities. Faculty and staff members are welcome to join as well.

**Section B: Dues** – Dues will be \$10 a semester.

## ***ARTICLE III: OFFICERS***

**Section A: Officers** – The officers shall be a President, Vice-President, Secretary, Treasurer, Social Media Director, Events Coordinator and any other necessary positions.

**Section B: Eligibility** – Officers must be full-time students of Christopher Newport University .

**Section C: Election** – The officers shall be elected by ballot during the beginning of October of every fall semester by a majority of the votes cast for that office.

**Section D: Term** – The officers shall serve for two semesters and their term of office shall begin at the commencement of the fall semester.

**Section E: Vacancy** – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

## ***ARTICLE IV: DUTIES OF OFFICERS***

**Section A: President** – it shall be the duty of the President to:

- Commence as well as lead all meetings in a non biased and respectful manner.
- Make decisions regarding the actions and decisions of the association.
- Represent and promote the club to expose and expand the fellowships to the campus community.
- Perform such other duties as ordinarily pertain to this office

**Section B: Vice-President** – It shall be the duty of the Vice-President to:

- Preside in the absence of the President
- Assists the President
- Ensures other offices are running smoothly

**Section C: Secretary** – It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of the club's records
- Maintain a current roster of membership

**Section D: Treasurer** – It shall be the duty of the Treasurer to:

- Collect dues
- Keep a detailed report of all transactions made to and from the organization
- Lead fundraising events

**Section E: Events Coordinator** – It shall be the duty of the Events Coordinator to:

- Organize fundraising and social events
- Advertise events
- Find opportunities to collaborate with other events on campus and outside the campus

**Section F: Social Media Director** – It shall be the duty of the Social media director to:

- Keep all social media platforms updated
- Sending and responding to emails

## **ARTICLE V: MEETINGS**

**Section A: Meetings** – Meetings will be held twice a month.

**Section B: Notice** – Meetings will be announced through advertisement, by e-mail and/or by word.

