



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

Student Association for the Development of Arab Cultural Awareness

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the Student Association for the Development of Arab Cultural Awareness (SADACA) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in penalties or revocation of Students' Association recognition of this organization.

ARTICLE II - MISSION STATEMENT

The purpose of the Student Association for the Development of Arab and Cultural Awareness (SADACA) shall be to promote cultural understanding and awareness of issues pertaining to the Middle Eastern and North African (MENA) culture through education, social events, discussions, and projects.

ARTICLE III - MEMBERSHIP

SECTION ONE - MEMBERSHIP

- A. Eligibility - All Students' Association (SA) members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All members and associate members shall be listed on the organization's Campus Community Connection site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of active member - A person must attend 33% of activities per semester in order to maintain active membership.
- C. Definition of associate member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership but not eligible to hold an officer position. Graduate students, faculty, and staff are not eligible to compete, perform, nor travel as part of a college student organization.
- D. The executive board has the right to revoke membership of any member who does not comply with the organization's Code of Conduct or bylaws.

ARTICLE IV - MEETINGS AND VOTING

SECTION ONE - QUORUM

- A. A meeting shall be valid if a quorum is present. Quorum is defined as ½ of the active membership plus [one or more] officer(s).

SECTION TWO - VOTING

- A. Voting on any issue shall be official only if the meeting is valid.
- B. All members shall have equal voting power.
- C. Procedure – All decisions shall be arrived at by simple majority using a hand vote unless otherwise specified by the presiding officer. The President shall only vote to break a tie.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER POSITIONS

- A. President
- B. Vice President
- C. Executive Secretary
- D. Chief Financial Officer (Business Manager)
- E. Events and Programing Manager
- F. Chief Marketing Officer
- G. Cultural Collaborator
- H. First-Year Representative(s)
- I. Senior Advisor
- J. All positions except the President and Freshman Representative(s) are to be filled by active members who have been active for at least one semester. The President must have previously held office on the executive board for at least one year unless no one is qualified.

SECTION TWO - DUTIES OF OFFICERS

- A. All officers shall be members of the Students' Association.
- B. All officers shall promote active recruitment of new members.
- C. All officers shall enforce this constitution.
- D. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- E. The President shall preside over the meetings and shall maintain organization within the club, communicate with other officers, and delegate duties to maintain a functioning club that fulfills the purposes set forth above. The President shall be the official representative of the Student Association for the Development of Arab Cultural Awareness. The President serves as the 'external spokesperson' and the primary student contact of SADACA, interacting with other student organizations and University officials on behalf of SADACA.

- F. The Vice President will hold all regularly scheduled meetings in the absence of the President and assume all responsibilities and the powers of the President at the meeting. If and when the President is removed from office or resigns, the Vice President will assume all the responsibilities and the powers of the President until the next regularly scheduled elections take place.
- G. The Chief Financial Officer shall be responsible for maintaining all finances and keep detailed records of all transactions. They are required to attend the Leadership Training seminars every year in order to be informed and updated on all university policies/procedures.
- H. The Events and Programming Manager shall be responsible for the scheduling, planning, and organization of SADACA events. The Events and Programming Manager is responsible for the allocation for SADACA events and serves as the primary liaison between Events and Classroom Management and SADACA.
- I. The Executive Secretary shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this organization, Senators, and all members of the Students' Association. They shall also take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes.
- J. The Chief Marketing Officer is responsible for the creation of flyers, banners, and online timely advertisements of any functions of the Student Association for the Development of Arab Cultural Awareness including all forms of social networking sites. The Chief Marketing Officer is the sole content provider for all the social media owned by SADACA. They are also responsible for providing frequent activities/bonding events that unite SADACA, the University of Rochester, and the Rochester communities. These activities may consist of parties, mixers, trips/outings, fundraisers, etc. Bonding events should be held at least twice within a given semester.
- K. The Cultural Collaborator is responsible for bringing a new perspective to the organization. They will manage and create relationships with other cultural organizations on campus.
- L. The First-Year Representative(s) shall act as a pivotal liaison between the students at the University of Rochester and the Executive Board. The First-Year Representative(s) are responsible for various tasks assigned by the President.
- M. The Senior Advisor is responsible for advising the executive board and working with the President to promote the organization's values.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure – The President will preside over and conduct elections. Any active member of SADACA may nominate someone or themselves for any Executive Office. Candidates then have the opportunity to accept or deny their nomination. All candidates will have the opportunity to state their intentions

and goals if they are elected. A vote may be taken only if a quorum is present. All positions are won by a simple majority. Elections are done by secret ballot.

- B. Term of Office - The Term of Office for each Executive Office is one year. Executive Officers may be re-elected.
- C. Timing of Elections - Elections will occur every year within the first two weeks of April to allow a smooth transition from incumbent to incoming leadership. The Freshman Representative will be elected before the middle of October.

SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS

- A. At the first valid meeting following a vacancy of an office, the position is to be filled by the same manner described in *Article V, Section Three*.
- B. A vote of no confidence is a vote to remove an officer. Such a vote shall require a $\frac{2}{3}$ majority of the entire active membership to pass. Any member of the organization may call for a vote of no confidence.
- C. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- D. An office shall be declared vacant as the result of a vote of no confidence.

ARTICLE VI - RESOURCES

SECTION ONE - RESOURCES

- A. The Student Association for the Development of Arab Cultural Awareness of the University of Rochester will abide by their Resource Agreement.

ARTICLE VII - HAZING POLICY

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the Student Association for the Development of Arab Cultural Awareness. Behavior prohibited under this rule includes actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

ARTICLE VIII - NONDISCRIMINATION POLICY

The Student Association for the Development of Arab Cultural Awareness abides by the nondiscrimination policy of the University of Rochester.



Signature of Confirmation

Laith Awad Mohamad

President, Student Association for the Development of Arab Cultural Awareness

4/7/2023

Date



4/17/23

Signature of Approval

Date

Evan Ji

Chair, Student Organization Administration & Review Committee