



# **Association for the Development of Interest in the Indian Subcontinent**

## **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby establish the Association for the Development of Interest in the Indian Subcontinent (ADITI) 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 organization shall be known as the Association for the Development of Interest in the Indian Subcontinent, referred to as the ADITI. The purpose of the Association is to promote awareness and appreciation of South Asian culture by engaging with the Rochester community. ADITI exists to provide an opportunity to interact and share the history, culture, and experiences of the subcontinent. The purpose of the association is to promote and express the cultural and ethnic diversity of the Indian Subcontinent and South Asia, which includes the following countries: Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, and Sri Lanka.

We intend to contribute to the university community by sponsoring and participating in events, artistic, academic, and social. In the course of the year, we intend to showcase the rich heritage through music, dance, and cinematic diversity of the Indian subcontinent culture. We also intend to sponsor speakers to lecture on both historical and contemporary issues.

## **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 Active members are members who will be attending on average one e-board meeting a month, in a situation in which they cannot make it to

the e-board meetings, they may make up for it by fulfilling any combination of 3 of the following per semester:

- Attending a co-sponsorship event,
  - Contribute to ADITI's own event preparation meetings
  - Show up to an ADITI event whether in-person or virtual
  - Active members have to be on our CCC page
- 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 perform, compete, nor travel as part of a college student organization.

## **ARTICLE IV - MEETINGS AND VOTING**

### **SECTION ONE - QUORUM**

- A. A meeting shall be valid if a quorum is present. Quorum is defined as 1/2 of the active membership plus one or more officer(s).

### **SECTION TWO - VOTING**

- A. Voting on any issue shall be official only if quorum has been met.
- 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 (need to have been on E-board for a year before running for this position unless no one else is qualified)
- B. Vice-President
- C. Business Manager
- D. Co-Cultural Chairs
- E. Co-Publicity Chairs
- F. Co-Communication Chairs
- G. First-Year Representative

### **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.
- F. The Business Manager shall be responsible for maintaining all finances and keep detailed records of all transactions.

- G. The President 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.
- H. The Co-Communications chair shall also take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes.
- I. President
  - a. Leads meetings, conflict management
  - b. Writes meeting agendas and sends them to the Vice President to be sent to the attendees.
  - c. Acts as representative of ADITI to outside community
  - d. Mediates disagreements within the organization.
  - e. Monitors ADITI email and Google Drive.
  - f. Responds to emails for co-sponsorships
  - g. Communicates with advisor and other WCSA-affiliated staff.
- J. Vice President
  - a. Presides over E-Board in President's absence and aids in President duties
  - b. Reviews meeting agenda to send out to the attendees.
  - c. Send out tasks to the E-Board, ensure they have enough information to execute their tasks and hold them accountable if not completed.
  - d. Support and delegate tasks among E-board members, when necessary.
  - e. Manage CCC (i.e. filling out forms, activity reflections, etc.)
  - f. Communicate with ECM along with Co-Cultural Chairs
  - g. Make all necessary reservations
- K. Business Manager
  - a. Attends a mandatory business manager training at the beginning of the Fall semester
  - b. Manages interactions with SAAC< submits relevant forms anytime money is spent
  - c. Handles all transactions with internal and external vendors (ECM, caterers, etc.)
  - d. Prepares budget for upcoming year every spring
  - e. Keep financial records
  - f. Work with Co-Cultural and Co-Publicity Chairs to go over and ensure purchase orders are correctly handled.
  - g. Work with the President to communicate with the advisor and WCSA staff
- L. Co-Communications
  - a. Send out co-sponsorship emails to student group
  - b. Record meeting minutes
  - c. Responsible for emailing general members and other organizations for co-sponsorships.
  - d. The Co-communication chairs shall also take attendance at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes
- M. Co-Publicity

- a. Design and submit flyer print request for events through the copy center
- b. Make designs for tunnel painting and banner painting and coordinate meeting times for the aforementioned activities.
- c. Make designs for social media (snapchat filters, Facebook profile pictures, etc.)
- d. Maintain engagement on social media platforms (i.e. Facebook and Instagram) and publicize events

**N. Co-Cultural**

- a. Decorates event spaces
- b. Marriages committees for events
- c. Come up with ideas for various events (SAE table activities, screenings, etc.)  
Actively pursue keeping the programming culturally aware (activities consistent with the cultures we represent, accurate information, etc.)
- d. Communicates with performers for events.
- e. Make purchase orders for events and give it to the business manager.
- f. Make a tentative schedule of the layout for each event.
- g. Make sure that participants/performers are ready for events, lighting cues and performance orders sent to ECM). Note: at least one Co-Cultural Chair should be collaborating with ECM during the time of the event.

**O. First-Year Representative**

- a. Responsible for reaching out to first years and transfer students, helping connect with ADITI and the University of Rochester community.
- b. Assist Co-Cultures and Co-Publicity Chairs through event planning and coordination
- c. Reach out to general members and coordinate opportunities to volunteer for larger-scaled events.

**SECTION THREE - NOMINATIONS AND ELECTIONS**

**A. Nomination and Elections Procedure:**

- a. Nomination procedure: General members will receive an email with a form through which they have the opportunity to either self nominate themselves or nominate anyone they think will do a good job. Members also have the opportunity to nominate themselves at the actual election.

**B. Election Procedure:**

- i. Candidates will have 3-5 mins to pitch their platform.
- ii. 10 minutes maximum of questions and answers.
- iii. The President provides a brief overview of each of the candidates platform, which is followed by a maximum of 10 minutes deliberation time.
- iv. Elections will be run by the president. In the case that the president decides to run for a position the vice president runs the election, and if both president and vice president decide to run for a position, the business manager should run the election.

- b. Term of Office - One academic year. Transition for E-board positions should be done within a month after election.

- c. Timing of Elections - Term elections will take place at least two weeks before the end of Spring term. Elections can be called when there are vacancies throughout the year.

**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 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.
- E. E. officers must give a 2-week notice via email if they wish to resign. They must provide a thorough transition to the newly elected office before they officially resign.

**ARTICLE VI - RESOURCES**

**SECTION ONE - RESOURCES**

- A. The Association for the Development of Interest in the Indian Subcontinent 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 Association for the Development of Interest in the Indian Subcontinent 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 Association for the Development of Interest in the Indian Subcontinent abides by the nondiscrimination policy of the University of Rochester.

 02/15/2022  
 Signature of Confirmation Date  
 Pratikshya Karki  
 President, Association for the Development of Interest in the Indian Subcontinent

 02/22/2022  
 Signature of Approval Date  
 Noah Hathaway  
 Chair, Student Organization Administration & Review Committee