



UNIVERSITY of ROCHESTER  
STUDENTS' ASSOCIATION  
GOVERNMENT

## **Chinese Students and Scholars Association**

### **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby establish the Chinese Students and Scholars Association (CSSA) 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**

Chinese Students and Scholars Association is a student organization dedicated to serving all undergraduate Chinese students by providing academic and career support tailored to the unique challenges Chinese students face.

### **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 CCC site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of general member - General member is any undergraduate student who has joined CSSA's CCC.
- C. Definition of active member - Active members must attend 50% of meetings and participate in planning 50% of events each semester.
- D. 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 ½ of the acti

membership plus 3 officers.

## **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, except for the electoral process, 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 - must have served on Eboard for at least one academic year, unless no one else is qualified.
- B. Vice-President - must have served on Eboard for at least one academic year, unless no one else is qualified.
- C. Business Manager - must be an active member for at least one academic year, unless no one else is qualified.
- D. External Affairs Chair - must be an active member for at least one academic year, unless no one else is qualified.
- E. Event Coordinator - must be an active member for at least one academic year, unless no one else is qualified.
- F. Publicity Chair - must be an active member for at least one academic year, unless no one else 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.
- F. The Vice-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. The Vice-President shall also take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes. The Vice-President shall be responsible for ensuring that the organization completes the yearly SOAR report, maintaining communicative relationship with the organization's advisor, and staying familiar with school policies. The Vice-President shall also be responsible for being the VEMS contact of the organization, and by extension responsible for the organization's room reservations and related matters. The Vice-President shall also assist the President in Eboard oversight, and lead Eboard meetings in the absence of the President.
- G. The Business Manager shall be responsible for maintaining all finances and keeping

detailed records of all transactions. The Business Manager shall be responsible for completing the Business Manager training.

- H. External Affairs Chair - The External Affairs Chair shall be responsible for maintaining relationships with on-campus and o-campus organizations. The External Affairs Chair shall also be responsible for actively networking and collaborating with various organizations that align with CSSA's goals. The External Affairs Chair shall be responsible for gathering academic and professional related information and resources.
- I. Event Coordinator - The Event Coordinator shall be responsible for coordinating active members in planning and executing events. The Event Coordinator shall work with the Vice President on room reservations. The Event Coordinator shall also oversee the execution of the event on the day which the event occurs.
- J. Publicity Chair - The Publicity Chair shall be responsible for creating and publishing posters, flyers, and related mediums of advertising. The Publicity Cha shall also be responsible for updating and maintaining CSSA's active presence on social media.

### **SECTION THREE - NOMINATIONS AND ELECTIONS**

- A. Nomination and Elections Procedure - The entire election process will begin with an open nomination period, during which any active member may nominate themselves or another active member for an officer position. Nominations must be submitted to a form within the designated time frame. Once nomination closes, candidates will be given the opportunity to present their platform before voting. A 10 minute deliberation period will occur after each candidate has given their presentation. During the deliberation period, the candidate will be asked to remove themselves from the discussion. Voting will occur after each candidate for an officer position has presented their platform and the deliberation period has ended. Voting will be conducted on an anonymous-based ballot, and a simple majority vote will determine the elected officers.
- B. Term of Office - Eboard officers shall hold office for one full academic year. Shadow period will take place over the summer, during which the current officers and the newly elected E-Board officers shall work together on plans for the new academic year.
- C. Timing of Elections - Election will take place around mid to late April, at least two weeks before the end of the spring semester.

### **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 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 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 Chinese Students and Scholars Association 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 Chinese Students and Scholars Association. 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 Chinese Students and Scholars Association abides by the nondiscrimination policy of the University of Rochester.



2/12/2025

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Signature of Confirmation

Date

Jiayu Hong

**President, Chinese Students and Scholars Association**



2/19/25

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Signature of Approval

Date

Jessie Li

**Chair, Student Organization Administration & Review Committee**