**Nigerian Students Association**

**Lone Star College-CyFair**

**Constitution**

**Article I** **NAME**

The name of the organization shall be Nigerian Students Association.

**Article II PURPOSE**

The purposes of the Nigerian Students Association (NSA) shall be to: (1) build a community for students to connect and learn about the Nigerian Culture; (2) provide opportunities for enhanced understanding of Nigerian languages, history, cuisine, music, dance; and (3) create a spirit of community between Nigerian students and students interested in Nigerian culture.

**Article III MEMBERSHIP**

Section 1: Any registered student (full or part-time) at Lone Star College-CyFair who is in good standing with the College and fulfills the membership requirements of the organization may be a member.

Section 2: In order to guarantee equal rights for all members of the Lone Star College-CyFair student body, equal opportunities shall be afforded all students without regard to race, color, sex, age, sexual orientation, gender identity, gender expression, religion, ethnic or national origin, disability, veteran status, or any other protected status.

Section 3: Advantages of membership include attending, speaking, and voting at meetings, and holding office. Voting privileges and holding office will be restricted to Lone Star College-CyFair student members

**Article IV OFFICERS AND ADVISORS**

Section 1: The organization officers include President, Vice President, Student Activities Planner (x2), Secretary, Treasurer, and Historian (x2). The officers shall be known as the Executive Board.

Section 2: Qualifications for holding office: All officers must be Lone Star College-CyFair students, maintain a cumulative GPA of 2.5 or better, not be on suspension or probation, and be able to attend activities of the organization.

Section 3: Length of Term: Officers can hold a position for 1 year (2 semesters), with the exception of members whose remaining time attending LSC is one semester.

Section 4: Duties of Officers:

President:

* Oversees the overall direction and goals of the club
* Acts as liaison between the club and the school administration
* Leads club meetings and set agendas
* Represents the club in official matters
* Can call for special or emergency meetings
* Helps other officers in their duties as needed

Vice President:

* Assists the President in managing club operations
* Takes over the President’s duties when the President is unavailable
* Can call for special or emergency meetings
* Works closely with organization’s advisor
* Helps other officers in their duties as needed

Student Activities Planner (2 positions):

* Plans and organizes club events and activities
* Coordinates logistics such as location, time, and necessary equipment
* Works with members to generate ideas for new events
* Helps other officers in their duties as needed

Secretary:

* Manages club communications
* Keeps track of attendance and member participation
* Maintains club records and documents
* Helps other officers in their duties as needed

Treasurer:

* Manages club budget and financial records
* Presents regular financial updates to club
* Helps other officers in their duties as needed

Historian (2 positions):

* Documents club activities through photos, videos, and/or written records
* Maintains a club archive of past events and achievements
* Creates posters and flyers for the club’s events
* Designs and follows college processes to order and receive shirts and promo items
* Helps other officers in their duties as needed

Section 5: If an officer is removed or otherwise no longer able to serve, the remaining officers, in conjunction with the Advisor(s), shall appoint a member in good standing to fill the vacancy until the next official election is held.

Section 6: Duties of the Advisor include guiding, advising, attending club meetings, assisting the group on activities, and working with the officers to navigate LSC policies and procedures.

Section 7: Removal from Office: If an officer or other leader does not perform their duties as assigned, the other officers may vote to remove that officer from his/her position. This process must be completed in consultation with the Advisor(s).

**Article V ELECTIONS**

Section 1: Elections will be held at the last meeting of the spring semester.

Section 2: Election Procedures: Every member is allowed to nominate themselves or others they feel are qualified for the position.Candidates receiving a simple majority through private voting will be declared the winner.

Section 3: In the event of a tie, the sitting President shall cast the tie-breaking vote.

Section 4: Recall: A petition of two-thirdsof the total number of members shall be cause for a recall election. The offense must be in writing and submitted by a member. A recall election shall be held at the next regular business meeting after presentation of the recall position and shall be conducted as a special election. Recall will require a favorable vote oftwo-thirds of the voting membership.

**Article VI MEETINGS**

Section 1: Meeting time/date/location: The times, dates, and locations for meetings will be discussed at an Executive Board meeting. Meetings will be held at Lone Star College-CyFair.

Section 2: Frequency of meetings: Meetings will be held weekly during the fall and spring semesters. Summer meetings may be scheduled, if needed.

Section 3: Special Meetings: The President or Vice President may call special meetings, with notifications sent via text.

Section 4: Quorum for regular and special meetings shall be 2/3 of the membership.

**Article VII FINANCES**

Section 1: Fiscal Operating year for this organization is September 1-August 31, same as Lone Star College.

Section 2: There are no membership dues for this organization.

**Article VIII AMENDMENTS**

Section 1: Proposed constitutional amendments shall be presented to the organization in writing. Voting on the proposed amendment will be tabled until the next meeting before it may be voted on.

Section 2: Approval by two-thirdsof the voting members present at a regular meeting shall pass a proposed amendment. Any constitutional amendments shall be put into effect after approval from the Advisor(s) and the Director of Student Life.

**Article IX RATIFICATION AND ENACTMENT**

This constitution shall become the official governing document of the Nigerian Students Association, upon ratification by a two-thirdsmajority vote of the membership in attendance, and approval and acceptance by the appropriate recognizing body of Lone Star College-CyFair.