

**Constitution of the International Students and Studies Association
Macon State College**

Article I Name and Purpose

A. Name: International Students and Studies Association (ISSA)

B. Purpose:

1. General Purpose: To increase awareness of the college community to foreign cultures.
2. Specific Goals:
 - a. To help integrate foreign students to American culture and society.
 - b. To introduce the College family and the community to different international cultures.
 - c. To provide foreign students at Macon State College with an environment where they share their problems and solutions.

Article II Membership

A. Membership is confined to regularly enrolled Macon State College students who have a minimum academic load of three (3) hours per semester, and becomes effective upon payment of dues.

B. Membership will not be denied because of race, creed, national origin, marital status, disability, or gender.

C. Only members are eligible to vote.

D. Associate membership is available to members of the community who may participate in Association activities through payment of dues or other contributions.

Article III Officers

A. Officers: President, Vice President, Secretary and Treasurer.

B. Elections:

1. Nominations and elections for the President will be held by secret ballot in the month of April.
2. Nominations and elections for the Vice President, Secretary and Treasurer will be held by secret ballot in the month of September.
3. The President will break all tie votes.

C. Duties:

1. President

- a. He/she will call and preside over all of the meetings of the association.
- b. He/she will be the primary organizer of all events sponsored by the association.
- c. He/she will be responsible for dispensing funds of the association to cover the association's expenditures.
- d. He/she will designate co-organizers as needed to be responsible for specific association activities.
- e. He/she will appoint replacements for officers who are unable to fulfill their responsibilities

2. Vice President

- a. He/she will aid the President in organizing and publicizing all events sponsored by the Association.
- b. In the absence of the President, the Vice president will preside over all of the meetings and activities of the association.
- c. If the office of the President becomes vacant for any reason, the Vice president shall assume the duties of the President's office until the next election.

3. Secretary

- a. He/she will record the minutes of each meeting and have them available to the membership before each subsequent meeting.
- b. In the absence of the President and Vice president, he/she will preside over meetings.
- c. The Secretary is responsible for maintaining a current membership list of the Association.
- d. The Secretary is responsible for the timely distribution of correspondence and announcements.

4. Treasurer

- a. He/she will collect dues and keep a record of all monies received and used by the association.
- b. He/she will be responsible for making timely deposits of monies collected on behalf of the association.
- c. He/she will be responsible for making timely payments or reimbursements of all expenses incurred by or on behalf of the association as stipulated by Student Life policies.
- d. He/she will be responsible for providing a financial report at meetings when requested.

D. Eligibility:

1. A student must maintain a 2.0 cumulative GPA to be eligible to serve as an officer.

E. Probation:

1. Officers who are absent for three (3) meetings per semester will be placed on probation for the entire year. An officer is considered absent if he/she does not stay at a meeting for two thirds of the meeting time.

2. Officers on probation who misses two additional meetings can be subject to removal from the office by the membership.

F. Additional Offices: The President may create additional offices and appoint officers for the year as he/she deems it necessary.

Article IV Meetings

A. Frequency: Meetings will be held no less than twice a month. The membership may decide to meet more frequently.

B. Attendance: Officers and members are expected to attend all association meetings.

Article V Faculty Advisor

A. A faculty advisor or faculty co-advisors will be selected by the active members of the association and approved through the Executive Committee of the Academic Council.

B. The advisor or the president-elect is responsible for calling the first meeting of a new school year.

Article VI Revenue

A. Dues

1. Annual dues will be collected at the first month of each semester.

2. The amount of the dues will be voted on by the members

B. Fund Raising. The Association may supplement it's revenue with fund raisers during the school year.

Article VII Ratification

A. This constitution is subject to approval of the proposed student membership, The Macon State College Student Government Association, the Office of Student Life, and the Associate Vice President for Academic and Student Affairs.

Article VIII By-Laws

A. This constitution may be supplemented with By-Laws which pertain to the above articles.

Article IX Amendments/Supplements

A. A written notice may be presented to the membership at a regular meeting to amend or supplement any part of the constitution. The proposed amendment/supplement will be voted upon no sooner than the next regularly scheduled meeting.

B. An amendment/supplement must receive a simple majority vote of all members in good standing.

This constitution was approved by SGA on 1/24/11