

CONSTITUTION OF THE ASIAN AMERICAN STUDENTS' ASSOCIATION

I.) NAME OF THE ORGANIZATION

Asian American Students' Association (AASA)

II.) STATEMENT OF PURPOSE

The purpose of AASA is threefold:

1. To promote friendship among members of the Stanford community.
2. To promote awareness of Asian American identity and heritage.
3. To advocate support of Asian American activities and general welfare by Stanford University and other institutions.

AASA fulfills these purposes by:

1. Developing and implementing a well-balanced program of projects, activities, and events. AASA sponsors dances, workshops, classes, speakers, films, publications, and other projects.
2. Serving as a resource for individuals and other organizations, AASA supports individuals by counseling and providing education materials and referrals. AASA supports Asian American and other ethnic organizations by fundraising, publicizing, endorsing, and co-sponsoring events.
3. Keeping abreast of the various and changing needs of the Asian American student community through surveys, newsletters, and open meetings, AASA encourages participation from students of all backgrounds. The Asian American identity is not defined or limited by the words Asian and American, but rather signifies the common experience of people from all Asian backgrounds in the U.S.

III.) MEMBERSHIP

Eligibility for Membership

Membership in AASA is open and limited to the Stanford undergraduate community.

A constituent member is one who has attended AASA general meetings or functions or is considered an active member of another Asian American organization at Stanford, such as an AASA-governed subgroup.

General Meetings

A general meeting is one to which all core and constituent members of AASA have been publicly invited.

Fifty percent of core membership constitutes a quorum.

The chairperson, or otherwise designated person, shall run the meeting.

Minutes of all general meetings shall be made available before the next general meeting.

A simple majority makes a decision. A tie leaves the question unresolved. Absentee voting will not be permitted unless special provisions have been made beforehand.

Membership Involvement

For the purpose of broadening and encouraging membership involvement and of streamlining daily operations, AASA shall maintain several committees as needed:

Officers Core: the executive branch of AASA.

Short-term committees shall be formed to oversee the implementation of specific activities or events, which have been discussed and given a vote of approval at a general meeting.

An overall plan of action is created by core officers and is implemented by all involved AASA members.

IV.) OFFICERS

Titles and Responsibilities

As of 2011, and ratified by a 3/5 majority at AASA elections, the core structure has changed. There will be two co-chairs, one financial officer, one webmaster, one LTS Co-Chair, and a general title-less core, with shared responsibilities.

1. Co-Chairs (2)
 - Leadership and organizational experience
 - Ability to manage time effectively, motivate and work well with people, and include many differing opinions in the decision process
 - Knowledge of the issues facing the Asian American community
 - Experience with the Asian American community
 - Must have been involved in AASA Core for at least one year before running for the Co-Chair position
 - At the discretion of current core, if core feels that there is not enough interest in this position, candidacy will open up to any Stanford student interested.
 - If the above occurs, at least one co-chair position will be given priority to a student with at least one year of AASA Core experience.
 - If no candidate has had AASA Core experience, both positions will be open to candidacy for all Stanford students interested.

2. LTS Co-Chair (1)

- Work together professionally to plan, organize, and run the annual Listen to the Silence conference
 - Create a timeline of tasks
 - Create a list, contact, and secure (a) keynote speaker(s).
 - Recruit, select, and work with committee leaders to plan and run LTS
 - Work with AASA's Financial Officer to organize funding for the conference
 - Work with LTS staff to brainstorm a theme for the conference.
3. Webmaster (1)
- Keep website (aasa.stanford.edu) updated throughout the year
 - Set up online registration for Listen to the Silence conference (fall/winter)
 - Leadership and organizational experience
 - Manage all social media aspects of AASA
 - Manage the aasastanford@gmail.com account including keeping digital records of AASA related materials
4. Financial Officer (1)
- Maintain and balance AASA's financial budget
 - Plan and submit an annual special fee request to the ASSU
 - Communicate with the treasurers of the other Asian American organizations to coordinate co-sponsorship of events
 - Create financial records and summaries of events
 - Coordinate fundraising events
 - Must have demonstrated knowledge of budgeting and the Special Fees process (i.e. a member of AASA core or the FO/co-chair for a subgroup)
5. Core (7)
- Duties and individual responsibilities will be decided by general agreement at core meetings
 - AASA core duties will be shared among the core, co-chairs, and freshman interns:
 - Coordinate subgroup representative system and publicity
 - Be liaison between students, graduate students and alumni
 - Assist the chairs in overseeing the organization and activities
 - Cultural/Education Responsibilities
 - Educate and foster appreciation of the diversity of Asian American culture(s)
 - Establish outreach programs appealing to non-Asian Americans and Asian American students not involved with AASA in order to inform, create interest, and harbor understanding of AASA's goals, activities, and purpose, as well as increasing awareness of Asian American issues in general
 - Issues and Political Responsibilities
 - Coordinate meetings to discuss and articulate the concerns of the Asian American community

- Educate the rest of AASA, the Asian American community, and the general Stanford community
- Gain support for campaigns that AASA initiates
- Social/Community Responsibilities
 - Provide a social atmosphere for members to meet and get to know each other. Should be creative in order to think of original events and should be responsible and energetic in order to carry out the ideas.
 - Encourage development of community and ensure connectedness of AASA subgroups.
- Community Service Responsibilities
 - Involve AASA members in community service projects to meet the needs of the Bay Area Asian American community
 - Institutionalize community service through the Public Service Center and the A3C
- General Core expectations
 - Secretarial duties will shift weekly, with each week's secretary chosen at the beginning of each meeting. The secretary will be responsible for taking notes and then creating the agenda for the following meeting
 - Guidelines for community involvement and agreements for attendance at community events will be determined as deemed necessary throughout the year by agreement among the core

3. Freshman Interns (max 10)

- The number of Freshman shall be in the minority of overall core
- The purpose of freshman interns (frosh interns) is to develop future leadership, connect new students to the Asian American community, and to provide a platform for reaching out to freshmen.
- Frosh Interns will be chosen by the existing core through an application and interview process, whose structure will be chosen by the existing core.
- Frosh Interns are to be considered full core members, with all the rights and responsibilities that title entails.
- Frosh Interns will be given an upperclassman liaison to assist in planning events and to advise.
- Frosh Interns will be expected to complete Frosh Intern projects, such as Freshmen mixers with the API community and AASA subgroups, the frequency of which will be agreed upon during the beginning of each quarter.

B. Elections and Removal Process

- Elections shall be held once each academic year, no later than the 6th week of Spring Quarter to allow for adequate transition time.
- AASA Core members who are selected to be elections commissioners (2-3) will run elections. Their duties include, sending out the call for nominations, receiving those nominations, setting up the time/date/location of elections, and creating the publicity for these items. Elections commissioners will count the ballots and will not be permitted to vote in this election, unless a tie situation occurs. In addition to this, Elections commissioners will not be eligible to run for a position on Core.

Elections commissioners will have final say in anything elections related that is not addressed in this constitution.

- A mandatory core transition retreat must happen no later than week 9 of Spring Quarter, where all former core and core elect must attend.
- Elections are open to all registered Stanford students who have met the following criteria:
 - Voted yes on AASA Special Fees
 - Present on the AASA mailing list
 - Present for the entire elections process
 - Must have attended an AASA event during the academic year
- All group leaders must be registered students
- Election information will be distributed before the elections allowing people interested to submit a brief statement introducing her/himself, reasons for running and goals for the next year.
- Should there not be enough interest in any of the Core positions, the positions will be left empty until one of the following occurs:
 - First: The new Co-Chair(s) appoint a person.
 - Second: If the First does not or cannot happen: new core will determine how to select the new person, whether it be a special election or core vote.
- Elections will be held by written vote and require a majority.
- In the event of the resignation or inability of one Co-Chair to perform his/her responsibilities as Chair, AASA will use the following procedure:
 1. The other Chair will assume the responsibilities and title of Chair with the option of appointing another Co-Chair with a 3/5 vote of approval by the AASA general body.
 2. In the event that a 3/5 vote is not approved, then the sitting Chair will assume all responsibilities of the Chair position, until a 3/5 approval of an appointee is confirmed.

B. Length of Terms

Officer will serve for one academic year, barring any exceptional circumstances. The transition period will be one month following elections. The official transition between cores will happen no later than week 9 of Spring Quarter.

V.) DISSOLUTION OF ORGANIZATION

A. Disposition of Uncommitted Funds

In the event of AASA's dissolution, all of AASA's uncommitted funds shall be transferred to the Asian American Activities Center (A3C) to be used and disbursed at the discretion of the Asian American Advisory Board.

B. Disposition of Property

In the event of AASA's dissolution, all of AASA's property shall be given to the A3C.

VI.) PROCEDURE TO AMEND CONSTITUTION

Amendments to this constitution require a 3/5 vote of approval by members at general meetings.