

South Asian Awareness Network (SAAN)

Introduction

The purpose for these bylaws is to create a set of guidelines under which the South Asian Awareness Network, hereinafter SAAN, can function. The intended use is for future leaders of this organization to understand the vision behind which this organization was created and what the guidelines are meant to protect: the high integrity of SAAN. These bylaws also grant power to the Central Planning Team (CPT) to perform their functions in respect to creating and sustaining the SAAN Conference. These bylaws are not meant to restrict the conference in any way and provisions have been made to allow for changes consistent with achieving the goals of the conference.

Article I – Purpose

Section 1: The South Asian Awareness Network is hereby created to maintain the vision of the organization, specifically to educate the community, more specifically university students.

Section 2: To accomplish its goals, SAAN is expected to organize a conference for the community held annually at the University of Michigan.

Article II – Offices

SAAN shall maintain all offices at the University of Michigan. This is to ensure that the organization will maintain its non-profit status as a University of Michigan student group.

Article III – Chairs, Central Planning Team and other positions

Section 1: Appointments

Group A-Chairs:

Powers and Duties

The chairs of SAAN are ultimately responsible for all affairs of the organization as well as the daily activities of the organization. They are allowed to make any agreements to benefit the organization. The chairs are fully financially responsible for all debts of SAAN. All debts must be paid in full before the appointment of the new chairs.

Appointment Process

Chairs of the conference have five days from the end of the conference to release the application for the new chairs. From that point, they have a maximum of 28 days in which to review applications, conduct interviews and select the new chairs (TWO). A full complement of two chairs must be chosen within a maximum of 33 days of the last day of the conference. New chairs have a period of 24 hours to consider their appointment. The chairs are primarily responsible for the appointment of the new chairs.

The election of the new chairs will be done via a two-part process.

1. Completion of a written application submitted to the chairs
2. Interview with the Chairs

NOTE: These two steps MUST be completed as stated. A CPT evaluation of the candidates based on presentation of vision of conference can be added at the chairs' discretion.

At the completion of the three possible parts and all weighed by the Chairs, the new chairs will be selected. This appointment is for one year thru the appointment of the following chairs.

Compensation

There will be no monetary or other compensation for the Chairs.

Group B-Central Planning Team: The new chairs select the CPT within a time period of 21 days from when they are selected and accept their position. The following numbers of positions are required minimally to be part of the CPT. The new chairs can choose to have more than the minimal required positions below:

Finance – Two positions

Logistics – Two positions

Programming – Two positions

The process for choosing the new CPT will be left up to the new chairs. This appointment is for one year thru or the appointment of the new CPT whichever comes first.

Compensation

There is no monetary or other compensation for CPT members.

Group C-CORE: The chairs can choose to include as little as the above positions on their CPT and can also create other positions as needed. They are also granted authority to differentiate between a CPT and CORE positions for SAAN. CORE positions are meant to enhance the longevity of the organization through means approved by the chairs.

This process is also left up to the CPT or Chairs.

Compensation

There is no compensation for CORE members

Section 2: General Powers

The CPT (which includes the Chairs) is ultimately responsible for all business transactions in which SAAN is engaged. To this end, they are given full powers to execute all transactions needed to carry out the vision of SAAN for the extent of their appointment and thru the appointment of the new chairs.

Section 3: Non-Profit Status

SAAN will maintain its non-profit status as a University of Michigan student group. At any time, it can apply for 501c3 federal non-profit designation.

Section 4: Quorum

A two-thirds majority of the Central Planning Team shall constitute quorum for the transaction of any business at meetings. Quorum is required for all voting.

Section 5: Removal

All positions of the members of the Central Planning Team will conclude one year after their appointment or once the following CPT has been chosen whichever comes first. If these CPT members are eligible and wish to continue their involvement on the Central Planning Team, they must re-apply with the new chairs.

If there is any reason that a member of the Central Planning Team must be removed, the notice will be brought to the chairs. The chairs will review the situation and make a decision regarding the removal of the CPT member.

Article IV – Membership

Section 1: Joining the organization

Interested individuals may join the organization by attending a meeting, requesting to be added to the listserv, contacting a member, or emailing the group. To be considered active, the individual must meet the following requirements:

- a) Attending at least 50% of all campus events during a given semester.
- b) Attending the annual conference event held in January

SAAN is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in its membership or activities unless permitted by university policy for gender specific organizations. Upon joining the organization, all members agree not to undermine the purpose or mission of SAAN.

Section 2: Restrictions

Active membership status shall be limited to persons officially connected with the University of Michigan as faculty, staff, or registered students.

Section 3: Withdrawing membership

A member may voluntarily withdraw from the organization by notifying the central planning team of their desire to discontinue membership.

Section 4: Removal

If there is any reason that a member must be removed from the organization, the issue will be brought up with the Central Planning Team. The CPT will discuss the situation and vote on the issue. The member will be removed if there is a 2/3rds majority in favor of this decision.

Article V – Finance

Section 1: Long term planning

All excess funds will be placed in a reserve sub-account of SAAN and can only be used at the discretion of CPT for SAAN purposes.

Section 2: Conference Budgets

The new CPT shall raise all conference expenses for the future conference. Included in the budget will be to maintain an amount of \$2000 for CPT organizational purposes. Whatever money from the \$2000 is used must be replaced before the end of their appointments. CPT is held fully liable for all budgets and conference expenses.

Section 3: Fundraising

The CPT are given full authority to fundraise in a manner in which they believe maintains the integrity of the organization.

Section 4: Accounts

The SOAS office at the University of Michigan will maintain all financial accounts. Private accounts will not be opened unless determined necessary by CPT.

Section 5: Financial Books and Fiscal Year

All financial business will be completed before the end of the CPT term. For account purposes, the fiscal year will be April 1 of each year.

Article VI – Amendments

This constitution is binding to all members of SAAN but it is not binding unto itself. Amendments to the constitution may be proposed in writing by any voting member of SAAN at any meeting at which quorum is met. The amendments will be placed on the agenda for the next regular meeting and voted on at that time. All amendments to these bylaws may be adopted and ratified by a two-thirds majority of the CPT. All amendments must follow the following format.

Presented to the CPT

- a. Approved by 2/3rds majority to consider amendment
- b. Seven days MUST expire before the amendment is considered again
- c. Amendment must be ratified by a 3/4ths majority

Article VII - Severability

Each of the sections, subsections and provisions hereof shall be deemed and considered separate and severable so that if any section, subsection or provision is deemed or declared to be invalid or unenforceable, this shall have no effect on the validity or enforceability of any of the other sections, subsections or provisions.

Article VIII – Logo

Maintain the original logo of SAAN for the purpose of stability and professionalism. The only things permissible to change are the year and the language used for the theme.

Colors, font, graphics and all other aspects of the logo must remain the same. Please see below.

Article IX – Collaborations

In an effort to maintain our integrity, SAAN will not sponsor, collaborate, partner, promote, identify, allow use of SAAN name, give or receive monetary assistance or associate with groups, individuals or organizations that promote or coordinate parties.

Article X – Ratification

This constitution must be ratified by two-thirds of all active members to take effect and shall be reviewed every year.

Article XI – Statement of Compliance

SAAN has read and agrees to fully comply with the University's policies. We understand that the organization's registration is contingent on acceptance of these policies.

