

Cambodian Student Association
University of California, Davis
Founded: 2007
Updated: Fall 2008

ARTICLE I: PREAMBLE

SECTION I: PURPOSE: General

The Cambodian Student Association (formerly known as Khmai Student Association) aims to reach out to Cambodian and Cambodian American students in the UC Davis community. CamSA welcomes students of all ethnic backgrounds to meet and to network with each other, as well as learn more about Cambodian culture.

SECTION II: PURPOSE: Specific

The purpose of this organization is to explore and share the Cambodian culture(s), provide community service, and act as a source of social networking for the Cambodian students and those interested. Our main goal(s) include(s):

- (a) To provide academic and moral support resources to the Cambodian community at UC Davis;
- (b) To encourage Cambodian youth to pursue higher education;
- (c) To establish and maintain network connections with CamSA alumni;
- (d) To appreciate the Cambodian culture and community;
- (e) To establish and maintain network connections with other Cambodian and Southeast Asian student organizations at UC Davis and other colleges/universities.

SECTION III: NONDISCRIMINATION

The Cambodian Student Association is an equal opportunity organization and shall not be discriminatory in terms of race, religion, ethnicity, age, sexual orientation, national origin, sex, physical or mental ability, marital status, or socioeconomic status.

SECTION IV: OFF-CAMPUS POLICIES

This organization and/or its members, when taking stands on issues, recognizes and will fulfill the obligation to make clear that it/they in no way represent(s) the official position of the University of California, Davis.

ARTICLE II: NAME

The official name of the organization shall be the Cambodian Student Association (CamSA), at University of California, Davis.

ARTICLE III: AGENCY ACCOUNT

SECTION I: MAINTENANCE

This organization, pursuant to its charter obligation, shall maintain an Agency Account with the Student Programs and Activities Center (SPAC). This organization may elect to maintain an account in an off-campus banking facility with prior approval by the University.

SECTION II: USAGE

All monies of this organization shall be deposited into, and disbursed from, and/or this account following procedures outlined by SPAC, or the off-campus banking facility. Should an off-

campus account be open by the Officers of this organization, all required paperwork/documents must be submitted to the SPAC office.

SECTION III: DISPERSAL OF FUNDS

Should this organization disband, all remaining funds are to be used to pay any outstanding debts to campus facilities, and/or services rendered. The remaining amount is to be transferred to Southeast Asians Making Immediate Change (SEA.Mic). If said organization is no longer functional at that time, or if its objectives are no longer consistent with its original educational, charitable purposes, then the funds of this organization shall be transferred to Asian American Studies (ASA) Program at UC Davis.

ARTICLE IV: MEMBERSHIP

SECTION I: CATEGORIES OF MEMBERSHIP

There shall be three categories of membership. The three are: Active, Alumnus, and Inactive. An Active member is a member of the current school year. An Alumnus is a past member who has already left or graduated from UC Davis. Included in the Alumnus category includes past Advisors and Officers. An inactive member is someone who supports the organization and its purpose. They have also provided some form of support in this organization's events and activities.

SECTION II: ELIGIBILITY REQUIREMENTS

An Active member has to attend a majority (fifty percent plus one) of the meetings and various functions that this organization puts on. Member attendance will be kept track via the Point System, based on each quarter. The amount of meetings and events will vary according to the organization's needs and interests.

SECTION III: SUSPENSION

Suspension of a member(s) includes disorderly conduct, gross misdemeanor, or other behaviors unacceptable to this organization. A member may be suspended or removed for the above stated reasons following a hearing by the membership of the organization.

ARTICLE V: OFFICERS

SECTION I: CATEGORIES OF OFFICERS

The officer positions shall include: President, Vice-President, Treasurer, Event Coordinator, High School Coordinator, and Historian.

SECTION II: CREATING A NEW POSITION

Other position(s) can be established insofar that they serve a purpose vital to the club. The creation of the position will be determined by the current officers and only established if there is a majority approval of active members.

SECTION III: DUTIES

The duties and responsibilities of each officer include:

President: Shall be the representative of the club in any official event or function. They preside at all meetings and are responsible for the agenda of each meeting. They also have authority to call special meetings. They appoint all standing and special committees. They can also appoint person(s) to fill in a vacant position. They oversee the overall operation of the organization. Any

positions that are vacant and if there are no suitable replacements, they are also responsible for the work of the officer that is not there. They can only vote in case of a tie.

Vice-President: Takes over the positions in the absence of the President. They keep all officers in check. In addition, they are responsible in making any necessary room and/or facility reservations, as required for the organization's meetings, events, or all other functions. They shall record and have distributed the minutes of the business transactions at meetings. They need to be responsible for any written correspondence to and from other organizations. They also enforce the policies of this constitution and rules established by SPAC. They also have access to the club funds.

Treasurer: They are responsible for the organization's account. They keep records of expenditure and income. They provide and assess the funds required for the organization's events. They also work with ASUCD funding board and other University entities. In addition, they are responsible for presenting a report every month of the account balance and presenting a fundraising plan for the quarter.

Event Coordinator: Shall be responsible for icebreaker activities at all meetings and events. They are responsible for establishing and maintaining networks with other organizations. They are responsible for inviting members to events via Facebook. In addition, they must coordinate at least one social event per month. They also have the ability to make any necessary room and/or facility reservations as required for the organization's meetings, events, or all other functions.

High School Coordinator: Shall be responsible in identifying high schools with high Cambodian student populations. They are responsible in establishing and maintaining network connections with high schools and other Southeast Asian High School resources, which includes, but is not limited to, Southeast Asians Furthering Education (SAFE), Hmong Student Union (HSU), and Southeast Asian Student Coalition (SASC). They are also responsible for coordinating high school visits, workshops, and conferences.

Historian: Shall be responsible in compiling pictures and/or video footage of all organization meetings, events, and all other functions. Specific duties include creating an album, slideshow and tri-board at the end of the school year. They are responsible in securely keeping track of member's attendance, participation, donations, and other necessary contributions to the organization via the Point System.

The Point System: Used to measure the active level of all members. Members will earn points based on their attendance, participation, donations, and other necessary contributions to the organization.

At the time of assuming office and during tenure in office, an elected officer must attend all required meetings and/or events and be enrolled as a student each quarter he/she is in office.

SECTION IV: ELIGIBILITY

ARTICLE VI: ELECTIONS

SECTION I: NOMINATIONS

A nomination of candidate is simply having an active member suggest another active member with their consent to be a nominee.

SECTION II: TIME OF ELECTION

Elections of officers will take place in May. There will be at least two meetings held for elections to take place in May and one final one to be held in early June.

SECTION III: PROCEDURE

Officers are elected by a show of hands. The percentage of votes needed to win is by a plurality. Voters must be a registered member and maintain an average attendance of one meeting and/or activity per month. If there is a tie, a run-off election will be held and again, whoever has a plurality wins. If no consensus can be reached, the position will be determined by the current officers and advisor(s).

SECTION IV: ASSUMPTION OF OFFICE

New officers will officially assume office June 1st until June 1st of next year.

SECTION V: RESIGNATIONS

Officers may resign if they fail to attend a majority (fifty percent plus one) meetings and/or events. In the case of an officer's resignation or if the officer is unable to complete the term, the President may fill the vacancy by appointment until a successor qualifies.

SECTION VI: RECALLS

Should an officer fail to adhere to the duties and responsibilities defined by this Constitution, active members may choose to vote to recall an officer. In the case of an officer's recall or if the officer is unable to complete the term, the President may fill the vacancy by appointment until a successor qualifies.

ARTICLE VII: MEETINGS

Meetings will be determined by the members and officers of that term or school year, but no less than one meeting a month.

SECTION II: SPECIAL MEETINGS

A quorum must be present at all special meetings and only the business for which a special meeting is called may be transacted at the meetings.

ARTICLE VIII: QUORUM

A quorum consists of a majority (fifty percent plus one) of active members for it to be considered a legal business transaction.

ARTICLE IX: COMMITTEES

SECTION I: ELIGIBILITY

At the time of assuming responsibility for a commitment and during tenure in office, a committees chair must meet all the eligibility requirements as stated by the University. The Event Coordinator will serve as head chair of subcommittees, should there be a need for them.

ARTICLE X: DUES

Dues are at the discretion of the current members and officers and require a quorum to pass.

ARTICLE XI: ADVISOR

SECTION I: ELIGIBILITY

The Cambodian Student Association shall have an advisor over 21 years of age who shall be a full-time member of the faculty, administration, or staff of the University of California, Davis. The advisor may not be on leave of absence at anytime during his/her term of appointment.

SECTION II: DUTIES

The advisor's responsibilities include attendance and participation in as many organizational meetings and activities as is practical, and any other duties as needed.

ARTICLE XII: AMENDMENT

SECTION I: MEANS OF AMENDMENT

The constitution will be reviewed once at the end of each quarter. At this time, active members and officers will be able to add and amend any rules and by-laws. The individual will state which section needs amending and what the new wording will be. In order for it to be amended, a quorum is needed.

SECTION II: APPROVAL

All amendments to this charter shall be filed with the Student Programs and Activities Center, indicating the date and method of adoption. Revisions shall be incorporated into a fully revised copy of the charter. Any amendment(s) which change(s) the purpose or intent of the organization or substantively modify the charter's provisions shall be approved by the University before taking effect.

SECTION III: COMPLIANCE

This charter shall not conflict with the By-Laws of SPAC, or with the policies and regulations of the University of California, Davis, the University of California Regents, or the State of California. Any stipulations applying to all chartered organizations made by the University shall be considered to be immediately enforceable, whether contained in these Charter provisions or not.