

The Constitution of the Buddhist Association

ARTICLE I. THE NAME OF THE ORGANIZATION

- Section I. The name of the organization shall be called the Buddhist Association.
- Section II. The Buddhist Association is not affiliated with any parent organization, and this Constitution, subject to the terms of the University of Oklahoma Student Code, is the sole governing document.
- Section III. The Buddhist Association is subject to Local, State, and Federal Laws.

ARTICLE II. PURPOSES OF THE ORGANIZATION

- Section I. The Buddhist Association shall promote the teaching and understanding of Buddhism to the members.
- Section II. The Buddhist Association shall provide spiritual and educational programs which promote peace, harmony, and a high standard of ethical conduct among students.
- Section III. The Buddhist Association shall provide an opportunity to members to exchange insights and ideas.
- Section IV. The Buddhist Association shall provide and support community service programs.
- Section V. The Buddhist Association shall foster understanding and communication among member of all national origins.

ARTICLE III. MEMBERSHIP OF THE ORGANIZATION

- Section I. Full Members
- (1) Shall be eligible to all students enrolled at the University of Oklahoma.
 - (2) Shall pay dues as determined by the Governing Committee.
 - (3) Shall have voting rights.
 - (4) Shall be eligible to hold office.
 - (5) Shall have the option to participate in all functions.
- Section II. Associate Members
- (1) Shall be eligible to any faculty, staff, or student spouse of the University of Oklahoma.
 - (2) Shall pay dues as determined by the Governing Committee.
 - (3) Shall have voting rights.
 - (4) Shall not be eligible to hold office.

- (5) Shall have the option to participate in all functions.

Section III. The Buddhist Association shall not discriminate on the basis of race, color, religion, national origin, age, gender, sexual orientation, disability, veteran status, marital status or political belief.

Section IV. Enrollment for membership shall be open throughout the semester, but members still need to pay the whole amount of dues regardless of the time of enrollment.

ARTICLE IV. OFFICERS OF THE ORGANIZATION

Section I. The Governing Committee shall consist of the following Committee members:

- (1) The President (Campus Coordinator)
- (2) The Vice President
- (3) The Secretary (Clerical Coordinator)
- (4) The Treasurer (Finance Coordinator)
- (5) The Dharma Coordinator
- (6) The Program Coordinator
- (7) The Public Relation Coordinator
- (8) The Publicity Coordinator

Section II. Governing Committee Requirements

- (1) All the Governing Committee members shall serve in the Buddhist Association for three semesters, commencing Fall to the end of Summer next year.
- (2) New Governing Committee members for the next term shall be elected at the Annual General Meeting which shall be held before the end of the Spring semester.
- (3) The newly elected Governing Committee members shall be provided with guidance and advice by the existing Governing Committee members.
- (4) The Committees of the Buddhist Association shall function as a team.

Section III. Committees

All Committees shall be appointed by the Governing Committee. The Governing Committee may create such Committees as is necessary.

- (1) Standing Committees
There shall have Standing Committees. The chairs of the Standing Committees shall be member of the Governing Committees. The fundamental Standing Committees shall be:
 - (a) Dharma Committee
 - (b) Program Committee
 - (c) Publicity Committee
 - (d) Public Relations Committee

- (2) Ad Hoc Committees
The Governing Committees may appoint Ad Hoc Committees as necessary.

Section IV. Duties of the Governing Committees

- (1) The President (Campus Coordinator)
 - (a) Shall guide and coordinate all the Governing Committee members in accomplishing their duties toward the objectives of the Buddhist Association.
 - (b) Shall be the spokesperson for the Buddhist Association.
 - (c) Shall preside at all the Buddhist Association meetings.
- (2) The Vice President
 - (a) Shall assist the President in accomplishing the President's duties.
 - (b) Shall preside when the President is absent.
 - (c) Shall attend all the Buddhist Association meetings.
- (3) The Secretary (Clerical Coordinator)
 - (a) Shall notify members of the Buddhist Association meetings at least one week before the meetings and two weeks for the Annual General Meeting.
 - (b) Shall attend all the Buddhist Association meetings and keep the agendas and minutes.
 - (c) Shall update the relevant records for all the Buddhist Association members.
- (4) The Treasurer (Finance Coordinator)
 - (a) Shall be responsible for collecting, receiving, and holding all funds of the Buddhist Association and keeping a proper account of these funds.
 - (b) Shall prepare and submit an audited financial report to all members before the Annual General Meeting.
 - (c) Shall prepare a budget for all the expenses during his/her term of office.
 - (d) Shall inform the President of the issuance of all checks.
 - (e) Shall countersign all checks with another Governing Committee member.
- (5) The Dharma Coordinator
 - (a) Shall have a good knowledge of Buddhism.
 - (b) Shall be responsible for conducting lectures on Buddhism.
 - (c) Shall be able to communicate effectively and capable of well-interpretation of Buddhism.
- (6) The Program Coordinator
 - (a) Shall be responsible to organize and coordinate activities for the Buddhist Association members.

- (b) Shall prepare a report on the activities for his/her term of office at the annual general meeting.
- (7) The Public Relation Coordinator
 - (a) Shall enhance interaction with other organizations.
 - (b) Shall inform other organizations of activities being held.
 - (c) Shall be responsible for the reception of members and guests during activities.
- (8) The Publicity Coordinator
 - (a) Shall inform all members of the activities being organized and planned.
 - (b) Shall be responsible for increasing students' awareness of the Buddhist Association and its activities.

ARTICLE V. MEETINGS OF THE ORGANIZATION

Section I. Regular scheduled meetings shall be held once a week.

Section II. The Governing Committee shall meet periodically to meet the needs of the Buddhist Association and its members.

Section III. General Meetings

- (1) A General Meeting shall be held at the beginning of the Fall and Spring semester respectively.
- (2) An Annual General Meeting shall be held before the end of the Spring semester for the General Election of new officers.

Section IV. Special Meetings

- (1) Special Meetings may be called by the President or the majority of the Governing Committee at any time.
- (2) Special Meetings may be called upon at the request of a majority of the Buddhist Association members.
- (3) A one-week notice shall be required for the Special Meetings.

Section V. All General Meetings shall be adhered to the Constitution. Other parliamentary practices not stated shall be based on the latest edition of Robert's Rules of order.

ARTICLE VI. FINANCES AND ADMINISTRATIVE BOARD

Section I. Advisor

- (1) The Buddhist Association shall have as an adviser a full-time member of the University faculty or staff.

- (2) Shall provide beneficial advice for the Governing Committee members without interfering with the decision making.
- (3) Shall have a good knowledge in Buddhism and be able to deal with conflict situations.

Section II. Auditor

- (1) Shall be appointed in an annual basis by the Governing Committee members.
- (2) Shall be a non-committee member.
- (3) Shall be responsible for auditing the organization's finance account.

ARTICLE VII. AMENDMENTS OF THE CONSTITUTION

Section I. Amendment(s) to the Constitution and By-Laws shall be proposed in writing by a majority of the Governing Committee members, or by petition of one-third of the Buddhist Association members.

Section II. Any proposed amendment shall be printed and circulated among the Buddhist Association members at least two weeks prior to the General Meeting or Special Meeting.

Section III. A majority vote of two-thirds of the Buddhist Association present members is required for the adoption of the new Constitution and By-Laws at the General Meeting or Special Meeting.

Section IV. The amendment(s) shall go into effect immediately upon the approval of the General Counsel of UOSA and shall be incorporated into the constitution.

ARTICLE VIII. ELECTIONS OF THE GOVERNING COMMITTEE

Section I. New Governing Committee members for a new consecutive three semesters shall be elected during the Annual General Meeting in the Spring semester.

Section II. Only the Buddhist Association members have voting rights at the Annual General Meetings.

Section III. Nominees should be able to serve the full term of office.

Section IV. All elections shall be conducted by secret ballot.

Section V. All candidates running for office shall be present at the Annual General Meeting.

Section VI. All Candidates for office shall be nominated and seconded.

Section VII. Election Results

- (1) The candidate who receives a plurality shall be elected.

- (2) In case of a tie, the top two candidates shall run in run-offs until a plurality is achieved.

Section VIII. Election Committee

- (1) Election shall be conducted by the Election Committee which comprises of the Election Chairperson and the Election Secretary.
- (2) The Election Committee shall be appointed by the existing Governing Committee members.

Section IX. Vacated Posts

- (1) In case the President fails to serve the full term of office, the remaining Governing Committee members shall elect a new President from the governing committee with a majority vote of two-thirds of the Governing Committee members.
- (2) Should a post vacant during the term of office of any Governing Committee member, the position shall be filled with the majority vote of two-thirds of the Governing Committee members.