

ARTICLES OF ASSOCIATION

Ole Miss Arabic Language Club

Adopted 10/21/08

Article One - NAME

The name of this organization is the Ole Miss Arabic Language Club, hereinafter referred to as ALC.

Article Two – PURPOSE

The ALC is an affiliate of, and chartered by, the University of Mississippi. The club brings students together in support of each other and to promote the learning of Arabic language and culture.

Article Three – MEMBERSHIP

ALC membership is a benefit of current or past participation in Arabic language classes [without additional payment of dues]. The classes of ALC membership are:

- Regular members who consist of all those who have been regularly enrolled in an Arabic language course at the University of Mississippi for one semester or more [and have paid current dues to ALC].
- Honorary members who consist of all persons, excluding those qualified as regular members, who have shown an active or vital interest in the ALC and the promotion of learning about Arabic culture.

Article Four - AMENDMENT OF ARTICLES OF ASSOCIATION

A majority vote by the regular membership is required to amend the Articles of Association.

BYLAWS

Ole Miss Arabic Language Club

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Section One – OFFICERS

The ALC shall be governed by the Officers who are elected by the general membership at the first meeting of every semester.

Officers are expected to be regular [dues paying] members of the ALC of the University of Mississippi.

Section Two – ELECTION OF OFFICERS

New Officers shall be nominated by the general membership at the first meeting of the semester. The nominations shall be affirmed by a majority vote of the general members at the same meeting in which officers are nominated.

The Officers shall be drawn from the membership of the ALC, who are students at the University of Mississippi. The Officers shall consist of the following:

- Four officers: President, Vice President, Secretary and Treasurer whose general responsibilities are listed in *Addendum A*.

Section Three - TERMS OF OFFICE FOR OFFICERS

ALC Officers are elected for a semester term and may be re-elected for unlimited additional terms in any office so long as they are undergraduate students at the University of Mississippi.

If an Officer should resign before his or her term ends or be unable to complete his or her term of office, the President, with concurrence of a majority of the ALC, may replace that Officer for the remainder of the un-expired term until the next election, at which time a replacement will be selected by utilizing the nomination and selection process outlined above.

If the President resigns before the end of his or her term, the Vice President shall assume the role of President, and with concurrence of a majority of the ALC, may replace the Vice President for the remainder of the un-expired term until the next election, at which time a replacement will be selected by utilizing the nomination and selection process outlined above.

Section Four - QUORUM AND VOTING

A quorum for the ALC shall consist of a minimum of fifty percent of the members with at least 1 Officer in attendance. Action by the ALC must be by a majority of the quorum.

Section Five - COMMITTEES

ALC has 2 standing committees: T-Shirt Committee and Event Planning Committee. General responsibilities for these committees are listed in the accompanying addendum.

Section Six - MEETINGS

Meetings of the ALC shall be held weekly on Monday nights between 6:00pm and 8:00pm. Any member in good standing may attend. Such notice shall accompany the notice of the election of Officers and the cancellation of a meeting.

Section Seven - RULES OF ORDER

Roberts Rules of Order, or any other set of Rules of Order duly adopted by a majority of the membership, shall govern parliamentary procedure in the ALC meetings.

Section Eight – BYLAWS

The Bylaws shall be adopted for the governance of the ALC by a majority of the membership. A majority vote by the membership is required to amend the Bylaws.

ADDENDUMS

Ole Miss Arabic Language Club

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ADDENDUM (A)

OFFICER POSITIONS

Officers

The responsibilities of the ALC officers shall include but not be limited to the following:

- Set overall strategy for the ALC
- Lead efforts to revise Articles of Association, By-Laws, and Addendums as needed

President

The President's responsibilities include:

- Supervising and coordinating ALC activities
- Calling and presiding over regular and special meetings of the ALC
- Serving, if interested, as a member of any standing or ad hoc committee, with the right to vote
- Appointing, with a majority vote of the membership, standing or ad hoc committees for the ALC and their respective chairpersons
- Serving as principal liaison with the University and other organizations

Vice President

The Vice President's responsibilities include:

- Presiding over the ALC meetings in the absence of the President
- Ensuring that the term limits described in the bylaws are adhered to by the Officers
- Serving as a resource for the Chairs of the following committees: T-Shirt Committee and Event Planning Committee and participating in associated activities as needed
- Assuming the duties of the President on an interim basis if the President is unable to complete his/her term

Secretary

The Secretary's responsibilities include:

- Taking and distributing meeting minutes at regular and special meetings
- Maintaining a permanent record of all ALC proceedings
- Tallying votes from the general membership
- Maintaining and circulating the current Articles of Association, Bylaws and Addendums of the ALC
- Taking attendance at regular ALC meetings
- Supervising the elections every semester

Treasurer

The Treasurer's responsibilities include:

- Receiving all funds paid to the ALC
- Disbursing money on properly authorized orders/invoices
- Maintaining the permanent record of all financial matters
- Transferring financial records to the current treasurer no later than the second meeting of the semester
- Assisting in preparation of event-based budgets and related record keeping
- Participating in associated activities as needed

ADDENDUM (B)

COMMITTEES

The Chair(s) for each committee shall be responsible for submitting financial goals, including budgets, in writing to the Treasurer throughout each semester. The financial goals are to be reviewed and rejected, accepted, or accepted with modifications by the Treasurer.

T-Shirt Committee

Members of this committee include those appointed by the President at a regular meeting of the ALC. The responsibilities of the T-Shirt Committee include coordinating the printing of the semester t-shirts of the ALC and assisting other committees with the execution of their duties.

Event Planning Committee

Members of this committee include those appointed by the President at a regular meeting of the ALC and the Officers elected by the ALC. The responsibilities of the Event Planning Committee include coordinating the activities of the ALC that do not include general business, such as, film viewings, field trips, speakers, etc. The Event Planning Committee is also responsible for advertising such events that may appeal to the larger population of the University that are not members of the ALC.