

STANFORD TURKISH STUDENT ASSOCIATION (TSA)

CONSTITUTION

ARTICLE I. NAME, ACRONYM, AND LOGO OF ORGANIZATION

A. Name

Stanford Turkish Student Association

B. Acronym

TSA

C. Official E-mail List

tsa@lists.stanford.edu

D. Foundation Year

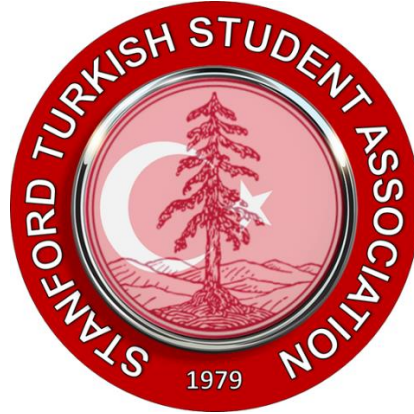
The foundation year of TSA is accepted as 1979 based on the issue of the newspaper The Stanford Daily in April 18, 1979.

However, if the executive board of TSA takes a decision via voting among the executive board members with respect to the procedure given in ARTICLE VI, the executive board can accept and treat any year other than 1979 as the foundation year of TSA without the need to amend the constitution.

E. Logo

The picture given at the end of this part, i.e. part E of ARTICLE I, is the sole logo of TSA. Only the versions of this picture with different size, different resolution, or a different year on it other than 1979 can be used as the logo of TSA.

In the website, the social media accounts, or any other platforms of TSA, or in the flyers or activities of TSA, no other artwork can be used to represent TSA.



ARTICLE II. DESCRIPTION AND PURPOSE OF ORGANIZATION

TSA is a registered Voluntary Student Organization (VSO) at Stanford University. TSA aims to

- a) Increase awareness of Turkish culture in the community of Stanford University;
- b) Increase awareness of the political, social, and economic situation of the Republic of Turkey in the community of Stanford University;
- c) Provide a network for Turkish students at Stanford University.

ARTICLE III. ACTIVITIES AND SCOPE

Stanford Turkish Student Association holds different kinds of activities including, but not limited to, dinners, movie screenings, networking events, informative speeches, celebrations of culturally important days. Most activities are open to all people who are affiliated with Stanford University. Depending on the circumstances, people who are not affiliated with Stanford University may also participate in an activity. All activities must be in compliance with the policies of Stanford University.

ARTICLE IV. MEMBERSHIP REQUIREMENTS

Any registered Stanford University student who is a subscriber of the official e-mail list of TSA is considered to be a member of TSA. At any time, students on leave of absence, students on suspension, any people with non-student status, faculty, staff, and post-doctoral scholars (postdocs) are not considered to be the members of TSA.

The approval of any TSA membership request and the approval of any e-mail list subscription request coming during the last week (168 hours) just before the starting time of any election in TSA must be postponed until the end of the election. This is to satisfy that the eligible voters in an election are people who have had the membership status for more than at least a whole week (168 hours) just before the election time. Similarly, the approval of any TSA membership request and the approval of any e-mail list subscription request coming during the last week (168 hours) just before the starting time of any referendum for the amendment of the constitution of TSA must be postponed until the end of the referendum.

Although it is optional, all members are also encouraged to join TSA in a platform maintaining the official university record of TSA. Such a platform can be learned from the executive board members.

ARTICLE V. LEADERSHIP STRUCTURE

A. Positions

Stanford Turkish Student Association Executive Board runs the organization. The executive board is composed of four positions. The positions in the executive board are the President, Vice President, Financial Officer, and IT Administrator. Each position must be held by only one person, and each person can hold only one position. Thus, the executive board is composed of four people.

If there is no candidate for the position of IT Administrator in an election where an IT Administrator is elected, the executive board can be composed of three people. In such a case, the positions in the executive board are the President, Vice President, and Financial Officer.

B. Operation

All executive decisions related to TSA can be taken solely by the executive board of TSA. The executive board is expected to truly follow all aspects of the constitution of TSA. Therefore, all executive decisions must comply with the constitution of TSA.

After an executive board is elected, TSA is run by the decisions taken by the executive board members in accordance with the default responsibilities of each executive board position in part C of ARTICLE V.

However, any executive board member can request the executive board to take any decision via voting. In such a case, the process explained in ARTICLE VI applies. The decisions taken via voting by following the procedures in ARTICLE VI may conflict with the default responsibilities of each position given in part C of ARTICLE V. In any case, the decisions taken via voting by following the procedures in ARTICLE VI can supersede anything written in part C of ARTICLE V. Thus, the decisions taken via voting by following the procedures in ARTICLE VI are more binding than the default responsibilities of the positions in part C of ARTICLE V.

Similarly, the responsibility of executive board members can be changed from their default responsibilities if a relevant decision is taken via voting in the executive board by following the procedures explained in ARTICLE VI.

As an additional note, before any purchase is made for TSA, executive board members must always have a relevant decision taken via voting in accordance with ARTICLE VI.

Executive board members can get their decisions face-to-face, or on internet, or on phone, or any other platform. However, they must meet in person at least once in each academic quarter.

C. Default Responsibilities

President: The president leads the meetings of executive board, represents TSA in other platforms, tries to know all the crucial details about TSA activities, informs executive board members about TSA-related information, and informs TSA members about the activities of TSA through e-mail lists and social media platforms. The President, Vice President and IT Administrator administrate membership accounts, websites, e-mail lists and social

media platforms of TSA. The President and Financial Officer administrate financial matters of TSA.

Vice President: The Vice President keeps the minutes of executive board meetings, represents TSA in other platforms, and goes to funding request meetings in the name of TSA. If the President requests, the Vice President represents the President in any platform, and assists presidential tasks. The President, Vice President and IT Administrator administrate membership accounts, websites, e-mail lists and social media platforms of TSA.

Financial Officer: The Financial Officer keeps financial records for which TSA is responsible, applies for funding of TSA activities, applies for reimbursements, makes deals and bargains with vendors in case of a purchase for TSA. The President and Financial Officer administrate financial matters of TSA. However, to apply for any funding, the Financial Officer must always follow a decision taken via voting in the executive board in accordance with ARTICLE VI. Moreover, before any purchase is made for TSA, executive board members must always have a relevant decision taken via voting in accordance with ARTICLE VI.

IT Administrator: The IT Administrator keeps the maintenance of any information technology platforms of TSA, regularly updates and improves them. The President, Vice President and IT Administrator administrate membership accounts, websites, e-mail lists and social media platforms of TSA. IT Administrator tries to increase the impact of TSA by employing new information technology platforms.

D. Annual Election

In every year, the executive board for the following annual term must be elected during the two-weeks period composed of the last week of May and the first week of June. This is called the annual election. The exact starting time of the annual election is determined by the current executive board. In an annual election, the election is held for all the executive board positions.

Even in the case in which the last election is a snap election, the annual election must still be held during the two-weeks period composed of the last week of the first coming May and the first week of the first coming June.

E. Snap Election

When a snap election is required, the snap election must be held in three weeks. The exact starting time of a snap election is determined by current members of the executive board. In any case, there cannot be a snap election after the start of April 15 until the end of the next annual election.

If a snap election is due to the removal of an executive board member as explained in part H of ARTICLE V, the snap election must be held for all the positions of the executive board. Otherwise, the snap election must be held only for the empty positions of the executive board.

As an exceptional case, if no one is left in the current executive board for some reason, then the exact starting time of a snap election is solely determined by TSA members. In such a case, if a snap election is not held in six months, then TSA is dissolved and ARTICLE VII should be run by the last executive board.

F. Election Process

Once the starting time of an election meeting is determined, the current executive board must announce that time to TSA members by sending an e-mail to the official e-mail list of TSA at least 2 weeks (336 hours) before the starting time of the election meeting. To inform TSA members about the election procedure, the constitution must be shared with that announcement. Additionally, although the executive board positions are written in the constitution, still, all the executive board positions that will be elected must be announced in that announcement for the sake of clarity. In case of a snap election, TSA members must be clearly informed about the reason behind holding such an election, and only the positions that will be elected must be announced.

Only TSA members are eligible to be candidates for the positions of executive board. A member can be a candidate for more than one position; however, no one can be elected for more than one position.

After the announcement of the starting time of the election meeting, members who want to be candidates must announce their candidacy for the positions they want to be candidate by sending an e-mail either by themselves or by their proxies to the official e-mail list of TSA at least 1 week (168 hours) before the starting time of the election meeting. This deadline is the candidacy declaration deadline, and it is a sharp deadline, so after that, whatever the reason is, no candidacy will be accepted. The election for any position will be held solely among the candidates who have declared their candidacy for that position until the candidacy declaration deadline.

For a candidate to be elected, either the candidate or a proxy of the candidate must be physically present in the election meeting. The proxy must also be a TSA member.

As an exceptional case, if no one declares candidacy for a particular position until the candidacy declaration deadline or if neither the candidates for that position nor their proxies are physically present in the election meeting, then any TSA member who is physically present in the election meeting can declare his or her candidacy for that position during the election meeting.

Any organization member who has the experience of being a President of TSA for an overall duration of 23 months or more cannot be elected as a President if there is any other candidate to be a President during the election meeting. Here, the overall duration is the sum of any duration in which the member is the President of TSA. As a clarification for a specific case, if the current President has the experience of being a President in TSA for an overall duration of 23 months or more, he/she does not lose presidency immediately meaning that he/she can still serve as a President until the next election in which a President is elected, but he/she cannot be elected as a President if there is any other candidate to be

a President during an election meeting in which a President is elected. As an exceptional case, if none of the other members physically present in an election meeting in which a President is elected wants to be a President, then the members who have the experience of being a President in TSA for an overall duration of 23 months or more can declare their candidacy to be a President only during the election meeting.

Candidates can withdraw their candidacy at any time until the election of the position(s) they declare their candidacy for. In such a case, it is suggested that the candidates announce their withdrawals of candidacy in the official e-mail list of TSA.

For an election meeting to be valid, at least three members must be physically present in the meeting. Otherwise, a new election meeting is organized in three weeks, and the exact time of that meeting is determined by the current executive board.

During an election, the eligible voters are only the current members of TSA. However, starting from one week (168 hours) before the starting time of an election, the approval of membership requests must be postponed until the end of the election. Therefore, the eligible voters are people who have had the membership status for more than at least a whole week (168 hours) just before the election time.

Only the eligible voters who are physically present in the election meeting can vote. Each voter can give only a single vote. Therefore, proxies can only give their own votes during the election, which means that they cannot additionally vote instead of candidates. In other words, for voting, a proxy cannot be used. Moreover, each voter has a right to use an empty vote or not to vote at all for any election during the election meeting.

The current President will moderate the whole election meeting. Only if there is no current President, or the current President is not physically present in the election meeting, the current Vice President will moderate the whole election meeting. Only if there is also no current Vice President, or the current Vice President is not physically present in the election meeting either, the current Financial Officer will moderate the whole election meeting.

Only if there is also no current Financial Officer, or the current Financial Officer is not physically present in the election meeting either, the current IT Administrator will moderate the whole election meeting. Only if there is also no current IT Administrator, or the current IT Administrator is not physically present in the election meeting either, the TSA members that are physically present in the election meeting choose one of themselves to moderate the whole election meeting. In order to that, an open voting between the members who want to be the moderator is held. The member who gets the simple majority of all the votes becomes the moderator. If there is a tie, then another open voting is held only for the moderator candidates who are tied with the highest votes in the first voting. If the tie is still not broken, another open voting is held only for the moderator candidates who are tied with the highest votes in the second voting. If the tie is still not broken, then the moderator candidates with the highest votes in the third voting unanimously choose a random decision making process, such as flipping a coin, to decide the winner. If the candidates with the highest votes in the third voting cannot unanimously choose a random decision making process, the fourth voting is held by secret ballot only for the moderator candidates who are tied with the highest votes in the third voting. At any time, the last voting can be requested to repeat by any member physically present in the election. However, once a new voting starts, any prior voting cannot be repeated. If a moderator cannot be chosen after all these steps, the current executive board is informed and a new election meeting is organized in three weeks, and the exact time of that meeting is determined by the current executive board.

During an election, the voting to elect an executive board member is held by secret ballot. In an annual election, the order of the election is such that the President is firstly elected, then the Vice President, then the Financial Officer, and finally the IT Administrator. In a snap election which is held for only a particular subset of positions, the order of the election is decided by the moderator. Before starting the voting for another position, the result of the voting of the position of interest at that moment must be concluded.

At the end of a voting, the vote counting must be done by the moderator in an open manner so that anyone in the election meeting is clearly convinced by the result. The candidate

who gets the simple majority of all the given votes wins the voted position. If there is a tie, then another voting is held only for the candidates who are tied with the highest votes in the first voting. If the tie is still not broken, another voting is held only for the candidates who are tied with the highest votes in the second voting. If the tie is still not broken, then the candidates with the highest votes in the third voting unanimously choose a random decision making process, such as flipping a coin, to decide the winner. If the candidates with the highest votes in the third voting cannot unanimously choose a random decision making process, then the election moderator decides a random decision making process with respect to his/her own judgement, and according to that, the winner of the position is selected. At any time, the last voting or the last random decision making process can be requested to repeat by any member physically present in the election. If there is such a request, the election moderator openly asks whether the voting or the last random decision making process should be repeated. If more than or equal to two-thirds of the members physically present in the election meeting agree with it, then the last voting or the last random decision making process is repeated; otherwise, the stated outcome is accepted. Once a new voting starts, any prior voting cannot be repeated.

If there is no candidate for the position of IT Administrator in an election where an IT Administrator is elected, then the executive board can be composed of three people. In such a case, the positions in the executive board are the President, Vice President, and Financial Officer. However, if a President, or a Vice President, or a Financial Officer cannot be elected in an annual election in which at least three TSA members are physically present, TSA is dissolved. In such a case, ARTICLE VII should be run by the last executive board.

In any circumstances, if TSA stays without a President, or a Vice President, or a Financial Officer for more than six months, then TSA is dissolved. In such a case, ARTICLE VII should be run by the last executive board.

G. Transition After the Election

After an election, the current executive board must announce the new executive board to the official e-mail list of TSA in two days (48 hours). Moreover, the current executive

board must state the new executive board to the relevant official platforms of Stanford University in three days (72 hours). In three days (72 hours), all the necessary passwords and administrations regarding TSA should be given to the new executive board in accordance with the default responsibilities written in part C of ARTICLE V.

After the transition of executive power is provided, the current executive board must renounce from all the administrative rights regarding TSA. The only exception is that the current Financial Officer must still serve as the acting Financial Officer of TSA until the newly elected Financial Officer gets the authorization from Stanford University to have access to the financial accounts of TSA.

Note that the new executive board is expected to truly follow all aspects of the constitution of TSA.

H. Removal Process

An executive board member can be removed from his/her position if such a decision is taken via voting by the executive board by following the procedure in ARTICLE VI. An exemplary criterion for the removal can be disobeying the constitution. The removal process should be fair, respectful and considerate of all those involved. The individual in question of being removed can write a written statement to the official e-mail list of TSA in a week after the removal request is brought by any executive board member. After at least ten days of a removal request, the question of removal must be concluded by a decision taken via voting among the executive board members in accordance with the procedure written in ARTICLE VI. In case of a removal of an executive board member, a snap election must be held for all the executive board positions by following the procedures in part E and F of ARTICLE V. The removed person can also be a candidate in the snap election.

I. Resignation Process

Executive board members can resign from their positions at any time. For the resignation to be valid, the resigning executive board members must announce their resignations to

TSA members by sending an e-mail to the official e-mail list of TSA. In case of resignations, a snap election must be held only for the empty executive board positions by following the procedures in part E and F of ARTICLE V. The resigned members can also be candidates in the snap election.

J. Exceptional Cases

Executive board members lose their positions at any time when they lose their Stanford University student status, or when they take leave of absence, or when they are suspended by the university. In such a case, a snap election must be held only for the empty executive board positions by following the procedures in part E and F of ARTICLE V.

K. Length of Term

The length of term of an executive board elected by an election is until the end of the next annual election. The newly elected executive board starts its position once the transition steps written in part G of ARTICLE V are taken.

ARTICLE VI. DECISION-MAKING PROCESS

All executive decisions related to TSA can be taken solely by the executive board of TSA. The executive board is expected to truly follow all aspects of the constitution of TSA. Therefore, all executive decisions must comply with the constitution of TSA.

After an executive board is elected, as default, TSA is run by decisions taken by the executive board members in accordance with the given responsibilities of each position in part C of ARTICLE V.

On the other hand, any executive board member can request the executive board to take any decision via voting. In such cases, the voting must be an open voting among all the executive board members. The voting can be made face-to-face, or on internet, or on phone, or any other platform. Each executive board member has a single vote. Having said that, each executive board member also has a right not to give any vote. At the end, the simple majority of all the given votes wins. In

case of a tie in a voting, the result of the voting is concluded in support of the vote of the President; thus, the vote of the President is the tie-breaker.

The decisions taken via voting in the executive board can be conflicted with the default responsibilities of each position given in part C of ARTICLE V. In such cases, the decisions taken via voting can supersede anything written in part C of ARTICLE V.

Apart from the conflictions with the part C of ARTICLE V, if an executive board takes a decision which is conflicted with the constitution of TSA, that decision is considered as null. Apart from the decisions considered as null, the decisions that are taken via voting in the executive board are binding for all the executive board members.

ARTICLE VII. DISSOLUTION OF ORGANIZATION

A. Disposition of Uncommitted Funds

In case of the dissolution of TSA, all transferable funds will be donated to Bechtel International Center.

B. Disposition of Property

In case of the dissolution of TSA, all transferable property will be donated to Bechtel International Center.

ARTICLE VIII. PROCEDURE TO AMEND CONSTITUTION

Any executive board member can request to amend the constitution. If there is a request, any executive board member can prepare drafts for the new constitution, but as different from decision via voting process explained in ARTICLE VI, in this case, every single executive board member must accept the finalized version of the newly proposed constitution draft without any exception. Only after that, the next step starts. In the next step, the proposed constitution must be voted by all TSA members in a referendum. The time and the duration of a referendum are decided by the executive board. The duration of the referendum cannot be less than one hour. Then, the President must announce the starting time and the duration of the referendum by sending an e-mail to the

official e-mail list of TSA at least two weeks (336 hours) before the starting time of the referendum. In that announcement e-mail, both the current and the proposed constitutions must be sent.

During a referendum, the eligible voters are only the current members of TSA. However, starting from one week (168 hours) before the starting time of a referendum, the approval of membership requests must be postponed until the end of the referendum. Therefore, the eligible voters are people who have had the membership status for more than at least a whole week (168 hours) just before the election time.

The referendum must be held by secret ballot. Only the members of TSA are eligible voters during the referendum. A proxy cannot be used for voting. Each voter can only give a single vote. Just after the referendum duration is over, the votes must be counted by the executive board in an open manner to any physically present organization member in the referendum place at that moment. The proposed constitution is accepted in the referendum if it is approved by a simple majority of all the given votes. If there is a tie, the proposed constitution is still accepted since the proposed constitution is brought to referendum by the executive board and this decision of the executive board acts as a tie-breaker in this situation.

If the proposed constitution is rejected in the referendum, there cannot be another referendum to amend the constitution for at least four months.

If the proposed constitution is accepted in the referendum, the proposed constitution should be submitted as the new constitution to the relevant authorities at Stanford University for approval. The new constitution comes in force and becomes the official constitution of TSA only after the relevant authorities at Stanford University approve it.