

International Student Activities and Societies

CONSTITUTION

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Preamble

This constitution governs all student societies (both domestic and international bodies) of Eastern Mediterranean University (EMU), Northern Cyprus, via Mersin 10, Turkey.

As such, all rules and regulations are binding on each member of the society. In pursuit of education to the greater enhancement of our societies, we hereby adopt this regulation as our guiding principles.

Article 1

Section 1 - Aims

International Students Societies (ISS) foster communication and cooperation among international students by:

1. Disseminating information to international student organizations in EMU
2. Developing the conditions for excellent unity and understanding among International Students.
3. Creating an amiable academic atmosphere for the exchange of knowledge among International Students as well as between International Students and Turkish Students in EMU.
4. Facilitating better socio-cultural interaction amongst International Students and the Northern Cyprus community.

Section 2 - Function

The major function of each organization includes:

1. Organizing orientation programs for new students.
2. Working in collaboration with the International Office to ensure peaceful coexistence amongst EMU students
3. Working in collaboration with the International Student Activity and Student Societies Unit to coordinate the Pick-Up of new students on arrival.
4. Rendering necessary and useful assistance in facilitating and welcoming important dignitaries to Eastern Mediterranean University community.
5. Contributing to the promotion of Eastern Mediterranean University in their respective countries.
6. Creating activities to help maintain the retention of students.
7. Organizing tutorial class hours for students who are having problems in their academic studies.

Article 2

MEMBERSHIP

- i. An International Student Society can only be formed if members are more than ten and, in a situation, where the number of students is less than ten, a representative will be selected.
- ii. Societies must not discriminate against other students on the basis of gender, color, religion, disability, age, ethnicity and National Region.
- iii. Any individual who is enrolled at Eastern Mediterranean University will be eligible to become a member of any society.

- iv. The membership should reflect representation of the whole International Student body at EMU.
- v. A designated representative from each International Student Society is encouraged to attend each meeting as required/requested.
- vi. ISS will be governed by the International Student Activity and Student Societies Unit of Eastern Mediterranean University and all reports about each society should be well documented and submitted to the International Student Activity and Student Societies Unit.
- vii. Membership to any society is **FREE**.
- viii. This Regulation allows the International Student Activity and Student Societies Unit to create any new society for the purpose of promotion of the University or any other purpose as deemed fit by the authorities (Under the name Others)

Article 3

ELECTIONS and ACTIVITIES

For the purpose of the General Elections, votes shall be assigned as follows:

1. Each society shall be comprised of Graduate Students and Undergraduate Students.
2. Elections can only take place if there are at least two candidates.
3. Undergraduate Candidates who maintain a CGPA of 2.5 or higher in their respective majors are eligible to contest for the post of society president and 2.0 for other executive post in a society.
4. Eligible students must be fully registered (not provisional) and have spent at least one semester at Eastern Mediterranean University.
5. Candidates must have at least two (2) semesters to graduate before being eligible.
6. An EMU graduate pursuing studies in a post graduate program is eligible to run for the presidency.
7. Candidates from a Post-Graduate program must maintain a CGPA of 3.0 or higher in their respective majors to be eligible to contest as president and other executive post in a society.
8. A newly registered postgraduate student (Masters or Ph.D.) who completed his/her program in the university (Undergraduate or Masters) is eligible to contest for the post of president provided he/she had not held the position before.
9. Candidates and Cabinet members must not have any police or school disciplinary record.
10. The vote(s) for society shall be determined by a simple majority of individual votes by the students.
11. If two or more candidates receive an equal number of votes from each society, the deadlock shall be resolved by a run-off election which will again be organized by the International Student Activity and Student Societies Unit.
12. Before the elections each society can have their campaign done without any form of violence, force, and bribe etc.

14. During the election, each member of a society must be at the polling booth with any specified form of identity, international passport or any other requirement by the International Student Activity and Student Societies Unit.
15. Elections of each society will be carried out every year. The date, time and venue will be announced by the International Student Activity and Student Societies Unit.
16. Elections must be free and fair.
17. The Electoral committee is assigned by the International Student Activity and Student Societies Unit.
18. If any of the officials are not active, and in any case of internal conflict, the International Student Activity and Student Societies Unit shall decide on how to amicably resolve contending issue.
19. Any social event (including parties) organized by any society and is sponsored and supported by the university will not require the collection of any form of monies or entry fees.
20. Any society that wishes to organize a social event that will require the collection and payment of entry fees or any form of monetary charges must do so ONLY with the approval of the International Student Activity and Student Societies Unit.
21. Candidates must not exceed more than two tenors of office.
22. The elections will be held within the approved university working hours on any day approved by the International Student Activity and Student Societies Unit.
23. The International Student Activity and Student Societies Unit will appropriately organize a handing over ceremony within the last week of November.
24. The embassy may be granted permission to nominate a candidate or cabinet members, conduct society elections or fix a date for the elections.
25. During elections, each candidate is granted permission to present an observer who will stand in his/her place and monitor the activities.

Article 4

OFFICERS

- i. The president of each society will select its officials who must be registered students.
- ii. The Executive Officers are the President, Vice President, General Secretary, Social Director and Treasurer.
- iii. Officers must be full-time EMU students and in good academic standing.
- iv. A student is not eligible to run the office if found guilty of violating any university rules and regulations.
- v. A prep. school student who is a member of the university can be a cabinet member but cannot stand as a president.
- vi. Newly transferred students can be a member of the cabinet but cannot stand for the position of president.
- vii. If a society has only one candidate running for the post of president without opposition, such candidate shall only be declared president with above 50% of the votes cast.
- viii. If a society has an opposing member but he/she is not eligible, then a referendum is conducted whereby more than 50% for the votes are required.

Article 5

RELIGIOUS SOCIETIES OR GROUPS

- i. All religious societies or groups shall have the right to exist only with the approval of the university through the International Student Activity and Student Societies Unit.
- ii. The religious societies or groups shall be duly registered by the International Student Activity and Student Societies Unit.
- iii. No society or group is allowed to hold any event on the university campus without due approval.
- iv. Religious societies or groups wishing to use any of the university facilities must seek and receive approval before use.
- v. Only approved religious societies or groups with registered EMU students will receive the support of the university in any form.
- vi. Religious societies or groups must cooperate and abide by the rules and regulations of the International Student Activity and Student Societies Unit.
- vii. International Student Activity and Student Societies Unit rules and regulations supersede any internally existing or would-be society rules or guidelines.

Article 6

EXECUTIVES' DUTIES and RESPONSIBILITIES

The President Shall:

- i. Moderate all meetings except he assigns another member of the cabinet.
- ii. Be the chief executive and the representative for students and coordinate programs.

Vice President

The Vice President Shall:

- i. Assist the president in all activities and any other responsibility assigned.
- ii. Act as presiding executive officer in the absence of the President. (i.e., dismissal, sick leave or failure to register for a semester and any other cause subject to article 4).
- iii. Carry out any other duty as assigned by the president or appropriate authority

Secretary

The Secretary Shall:

- i. Record minutes of all meetings.
- ii. Make copies of agenda and minutes available for the next meetings.
- iii. Notify representatives about the next meeting ahead.
- iv. Carry out any other duty as assigned by the president or appropriate authority.

Treasurer

The Treasurer Shall:

- i. Update checking and saving balances to the president.
- ii. Reconfirm every check done by society with the president.
- iii. Carry out any other duty as assigned by the president or appropriate authority.

Social Director

The Social Director Shall:

- i. Be in charge of all social activities of the society.
- ii. Provide necessary promotional materials to the International Office for web promotion of events.

- iii. Share every post on the society's Facebook page and other relevant Social Media platform.
- iv. Carry out any other duty as assigned by the president or appropriate authority.

Committee

- i. **Advertising:** Make necessary banners and flyers for events.
- ii. **Fundraising:** Plan fundraisers to foster student financial status. This should be done by the supervision and acknowledgment of International Office
- iii. **Programming:** Make up all sorts of recreational events.

Webmaster

- i. Keep each society website updated.
- ii. Report any e-mail response to the president.

Article 7

CONDITIONS FOR RECOGNITION OF ALL STUDENTS SOCIETIES

- i. All recognized student societies will be held responsible by the University for not abiding by Cyprus government laws, as well as all University regulations. The University may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to affect a Substantial University Interest.
- ii. The purpose or purposes of the student societies must not be in conflict with the educational functions or established policies of the University.
- iii. All recognized societies will serve as intermediaries between students and the university management through the International Student Activity and Student Societies Unit.
- iv. The societies are under the jurisdiction of the International Student Activities and Societies Unit and should maintain close communication and cordial relationship for smooth running
- v. All societies must abide by the rules and instructions from the International Student Activity and Student Societies Unit even as changes may occur from time to time.
- vi. All societies must give adequate orientation to her members as often as possible especially at all gathering on the need to abide by the bye-laws of EMU.
- vii. All students must table all requests or issues to their society and on word communication with the International Student Activity and Student Societies Unit.
- viii. Students going to the Vice Rector or any other office with complaints are prohibited and students may be asked out without going through the proper channel of communication.
- ix. Any recognized society that obstructs the public peace as a group or fails to conduct the members as to the regulation of EMU will be suspended.

Article 8

RIGHTS OF STUDENT SOCIETIES

With these rights goes the responsibility of each recognized student society for the consequences of its decisions and activities as a group.

- i. Recognized student societies may use the name of the University in their official titles or letter headed. Use of the University's trademarked images and logos is also a privilege of recognized student societies, but must be with appropriate approval.

- ii. Recognized student societies may use University facilities with a prior request and approval from the International Office subject to the duly established written rules governing such use.
- iii. All recognized societies are expected to submit a schedule of their society activities for the semester to the International Office so as to enable adequate allocation of facilities and other logistics. (Though open to modification and reported at least two weeks before activity).
- iv. Student Societies can place flyers/materials on designated bulletin boards throughout campus with the permission of the International Office and EMU security Office.
- v. Student societies are not given access to mailing information for students or parent at either their local or permanent addresses except with the consent of the International Student Activity and Student Societies Unit.
- vi. The International Student Activity and Student Societies Unit shall have the authority to suspend the recognition of any student society due to the society's failure to abide by the university policy.

Article 9

PROCEDURES FOR MAINTAINING RECOGNITION

- i. A suspended student society must apply for reinstatement within 4 months (**One Semester**) of the date of suspension to be reinstated.
- ii. If a student society is suspended for more than 4 months (**One Semester**), it will become inactive. A student society will need to submit a new Information Packet to become recognized after it has been inactive.

Article 10

SPONSORING EVENTS ON CAMPUS

- i. Student societies planning programs and events which requires reservations are expected to fill a form as required by the International Student Activity and Student Societies Unit.
- ii. Any recognized student society wishing to sponsor student activities that require the use of university facilities must initiate its request with the International Student Activity and Student Societies Unit early enough (two weeks) to allow the International Student Activity and Student Societies Unit adequate time for review of request and bookings of facilities.
- iii. Only designated personnel by a recognized student society may reserve campus facilities through the International Student Activity and Student Societies Unit, as consideration for the use of facilities will not be granted on individual member basis.
- iv. No individual student is allowed to request personal invitation for diplomats, dignitaries or celebrities from other countries for any program or event without a formal request to the International Student Activity and Student Societies Unit by the society.
- v. Should a guest be visiting after such approval is granted, the responsible society should yet inform the International Student Activity and Student Societies Unit at least 3 days upon the arrival of such person(s).

- vi. Any activity or event that requires gate/entrance fee and money collection is not the responsibility of the International Student Activity and Student Societies Unit. Therefore, any event arranged or sponsored by the International Student Activity and Student Societies Unit is free of charge.
- vii. No reservation is complete until approved by the International Office. The International Office may decline approval or cancel a previously approved application if the conditions for use of university facilities have been violated.
- viii. Recognized student societies or her officer applying to reserve university facilities on behalf of their society is responsible for:
 - a) Damages to the facilities used
 - b) Leaving University facilities in the same condition in which they were found at the beginning of the reserved time.
 - c) Using equipment in the space only as authorized.
 - d) Using the facilities for the purpose in which they were reserved for and only for the time reserved.
 - e) Any violations of university regulations and/or local, state, and federal laws that occur in connection with their use of the facilities.
 - f) Not permitting the reserved facility to be used by other groups or individuals.
 - g) The behavior of all attendees and guests at their event.
 - h) Cancelling reserved space that will not be used.
 - i) Adhering to guidelines and policies of the reserved space agreement.

Article 11

AMENDMENTS

Any article or section of this Regulation may be amended. Such amendments can be initiated by a majority vote of the present international presidents. Any representative can submit a written proposal, which must be seconded to the International Student Activity and Student Societies Unit amend any part of this Regulation.

Article 12

COMMENCEMENT

All provisions of this Regulation shall come into force on the 1st of January, 2016.

Note:

1. *The International Students Society is not a political organization.*
2. *It doesn't express any religious or cultural views.*
3. *The campaign posters and fliers within the university must be approved by the International Student Activities and Societies Unit.*