

Muslim Students Association

New Mexico State University
BYLAW
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ARTICLE 1: Name and Precept

Section 1: Name

The organization shall be called the **Muslim Students Association of New Mexico State University**, hereinafter called **MSA NMSU**.

Section 2: Precept

The Muslim Students Association is a religious organization whose first loyalty is to Allah, the Almighty. Its action is guided by the Sunna of prophet Mohammed, peace be upon him. Its constitution and all its activities shall not contradict the Quran or the pure traditions (Sunna) of Prophet Mohammed, peace be upon him.

ARTICLE 2: Purpose

The MSA seeks to establish a divinely guided community which believes in Allah, enjoins good, forbidden evil, promotes righteousness, and forwards these ends:

1. To disseminate Islamic knowledge among Muslims for the purpose of strengthening theft commitment to Islam as a complete way of life.
2. To give better understanding of Islam through campus activities conducted by Muslim students.
3. To take appropriate steps towards unity of action among Muslims.
4. To strengthen the relationship and brotherhood among Muslim students themselves and give continuous aid in a various number of aspects, some of which include academic assistance, possible financial assistance, residency, emotional support, improving Islamic understanding, and any other possible assistance which the Association is capable of giving.
5. To strengthen fraternal bond between the Muslims in Las Cruces and develop relationships and a better understanding between Muslims and non-Muslims on and off campus.
6. To foster cooperation with other Muslim organizations.
7. To present Islam to non-Muslims so as to help them understand its message and teachings.

ARTICLE 3: Membership

Section 1:

The membership of the Association shall consist of:

1. The Associate Membership.
2. The Active Membership which constitutes the general assembly and gives the right to vote.

Section 2:

Every Muslim in New Mexico State University has the right to be a member in the MSA if he/she acquires the conditions of membership.

Section 3: Condition of Associate Membership

1. Be affiliated with New Mexico State University by being a student, a staff, or a faculty member.
2. Follow the articles and bylaws of the Association.

Section 4: Condition of Active Membership

1. Undergo condition 1 (as a student) and condition 2 of the Associate Membership.
2. Consistently pay his/her membership dues.
3. Participate in the activities that lead to the fulfillment of the Association goals in public service as outlined by the President of the Association or the Executive Committee.
4. Attend the general assembly meetings as per announcement.

ARTICLE 4: Officers

Section 1:

The Association shall be governed by an Executive Committee consisting of the President, Vice-President, Secretary, Treasurer, and a Sports Coordinator.

Section 2:

Officers shall be elected directly by members through general assembly meetings every year.

Section 3:

Officers will hold a term which will last approximately one year.

Section 4:

If any officer should resign for any reason, or does not perform his duties according to the constitution, the Vice-President shall assume the duties of the defaulted officers temporarily until a new election held in a general assembly meeting takes place.

Section 5: Conditions pertaining to office bearer.

1. He/She should be perceived by members as a good observing Muslim.
2. He/She should be an active member of Association.
3. He/She should be active and willing to help the Muslims.
4. He/She should be knowledgeable about Islam.
5. He/She should be patient, wise, reliable and having the qualities of a good leader.

6. He/She should be aware of the current Islamic issues and happenings.

Section 6: Presidential Duties:

1. The President must conduct his duties according to the constitution, Executive Committee decisions, and/or general assembly meetings decisions.
2. The President has the right to represent the MSA at any meetings or activities with other organizations on or off campus.
3. The President should represent the Executive Committee in front of the general body members.
4. The President has the right to give quick decisions during the action of an activity, to be practical, and to manage emergencies.
5. The President can assign tasks for willing members to conduct activities and/or to conduct minor committees to perform specific activities with the approval of Executive Committee.
6. Directing and coordinating all the activities so as to achieve the goals of association.
7. Calling and presiding over meetings of the Executive Committee and the general bodies.
8. Being the spokesman, representative and correspondent for the Association in external activities.
9. Establishing an efficient links between the Association of MSA chapters and Islamic Center of Las Cruces, other Islamic organization in the United States, and other MSA chapters in the United States and Canada.

Section 7: Vice-President Duties

1. Assisting President in accomplishing the purpose of Association.
2. Carrying out the management activities in the chapter, in the absence of the President.
3. He/She will assume any of the other offices temporarily in the case of absence or emergency.

Section 8: The Duties of the Secretary:

1. The correspondence with the MSA headquarters.
2. Preparing, circulating and maintaining the minutes of all the Executive and general body meetings.
3. Preparing the agenda for the Executive Committee and general body meeting and notify it to the members of executive body and general body.
4. Maintaining the list of members and the volunteers for various functions of the Association.
5. Directing and supervising the activities of various committees.
6. Presiding the Executive Committee and general body meeting when both the President and Vice-President are absent.
7. Presenting at the beginning every Executive Committee and general body meeting the minutes of the previous meeting for approval by the executive body and the general body.
8. Keeping a complete record of the members with their names, address, electronic mail and telephone number and updating the list once in a period of six months.

9. He/She will maintain all records and correspondence of the Association.
10. He/She will inform and update the records of all meetings.
11. He/She will notify the progress of the Association to all members.

Section 9: The Duties of the Treasurer:

1. Collecting and depositing all the funds received on behalf of the Association.
2. Maintaining the record of all the financial transactions of the Association.
3. Preparing the annual budget of the Association for the one year.
4. Preparing and present the quarterly and annual financial report of the Association to the Executive Committee and general body meetings.

Section 10: The Duties of the Sports Coordinator:

1. He/She will organize and conduct sports activities within the members of the MSA.
2. He/She may contact other sports organizations to involve the MSA in sports competitions on or off campus; such as soccer, football, basketball, etc.
3. He/She will be responsible in front of the general assembly meeting for effective and organized sport activities.

ARTICLE 5: Sponsor/Advisor

Section 1: Selection

The following conditions should be considered in selecting the Sponsor/Advisor member:

1. He/She should be perceived by members as a good observing Muslim.
2. He/She should be active and willing to help the Association.

Section 2: Duties

1. To represent the MSA to New Mexico State University.
2. General administration of the Association.
3. Advising major activities on or off campus.
4. To attend the election of the Association every year.

Section 3: Term of office

The Executive Committee decides the term of office for the advisor. However, as long as the conditions of selecting the advisors are valid, then the advisor can hold the office as long he/she wishes. If the advisor or the sponsor violate the conditions of the selection then the Executive Committee of the Association have the right to choose another advisor.

ARTICLE 6: Meetings

Section 1: Regular meetings

Meetings for the Association should start at the second week of every semester. The Association shall meet twice a semester for the general assembly and four times for the Executive Committee. The meeting for the election should be different from regular meetings; it should be at the beginning of that semester.

The secretary of the Association should inform the general assembly two week before the meeting for the up coming meeting.

Section 2: Voting Procedures:

After all the conditions pertaining to office bearer¹ are applied to the candidates and the conditions of active members are applied for the voters, then the following procedure should be followed:

Procedure:

- Candidates nominate themselves for a particular position and leave the voting place.
- Provide all the voters with papers and pens.
- Ask the voters to write the name of the candidate for whom he/she wishes to vote for that position.
- Collect the papers from the voters and for each candidate count the number favorable and unfavorable votes he/she gets.
- The winner of that position is whoever gets the most favorable number of votes
- Repeat this procedure for the remaining positions.

ARTICLE 7: Finances

Section 1:

The MSA will receive its funds from AS NMSU, membership fees, and donations.

Section 2:

Funds will be spent to achieve the main objectives of the MSA mentioned in article two.

Section 4:

The Treasurer must present the complete records and exact budget to both the Executive Committee and general body members to ensure accountability and transparency.

Section 5:

Members, as individuals or as minor committees, have the right to ask for financial support to conduct any activity or plans approved by the Executive Committee, provided that they compile a reasonable expenditure plan.

¹ Look at Article 4, section 5 for the conditions.

Section 6:

Major expenditures will be authorized by general assembly meetings, and approved by the Executive Committee.

Section 7:

All funds collected for a specific cause shall be used only for that cause or on different purpose within the goals and objectives of the Association with the approval of donator and two-third majority of the members.

Section 8:

Membership dues will be determined by the Executive Committee.

ARTICLE 8: Amendment of the Constitution

Section 1:

The Articles of this Constitution may be amended upon the agreement of 51% of the active members in a general assembly meeting.

Section 2:

All the officers of the Executive Committee should attend the meeting in which the Constitution Articles are subject to discussion or amendment.

Section 3:

The general assembly meeting will be valid with the presence of a quorum of two thirds of the members, while the number of conferees shall not be less than 15 members.

Section 4:

Any proposal for amendment of the amenable Constitution articles should be first submitted to the Executive Committee. The proposed amendment, after one month of being accepted by the Executive Committee, will be given to the general assembly for approval.

Section 5:

The following articles are not amenable;

1. Article 1, which includes the Precept.
2. The qualifications of the President, the Vice-President, and the members of the Executive Committee.

Section 6:

If there is any conflict between any article of this constitution and the Quran and/or Sunna, the Quran and/or sunna will supersede.

ARTICLE 9: Dissolution

If a situation arises which makes the dissolution of the Association inevitable, the Islamic Center of Las Cruces and/or the MSA of the United States and Canada shall be called upon to handle the process of dissolution. Any assets which are left

after meeting all liabilities shall be transferred to the Muslim Students Association of the United States and Canada.