

# CONSTITUTION OF THE JAPANESE AMERICAN STUDENT SOCIETY

Japanese American Student Society of University of California, Davis  
April 26, 2020

## **Article I: Name of the Organization**

1. This organization shall be formally known as The Japanese American Student Society at the University of California, Davis (JASS).

## **Article II: Mission Statement**

1. To promote Japanese and Japanese American culture through cultural, social, and service activities and to build a strong Japanese American community at the University of California, Davis.

## **Article III: Purpose**

1. To create an opportunity for Japanese American students, international Japanese students, and students interested in the Japanese and Japanese American culture to gather and to enjoy their time at the University of California, Davis.
2. To promote better relationships between JASS and:
  - a. Japanese American communities
  - b. Japanese and Japanese American organizations in the other Universities
  - c. Administration and faculty
  - d. Other cultural and academic organizations in the University
3. To educate the public about the Japanese and the Japanese American culture
4. To promote student compliance with the rules of the club

## **Article IV: Responsibilities of the Officers**

1. To plan and to execute extracurricular activities in accordance with the university rules and regulations
2. To serve as a liaison between the Japanese American student community and the administration
3. To control JASS funds
4. To plan and supervise the election
5. To strive to fulfill all the stated purposes of JASS
6. To sponsor projects requested by members, when appropriate

## **Article V: Membership**

1. All faculty/staff members, undergraduate students, and graduate students at University of California, Davis shall be eligible for active membership of JASS.
2. No one shall be denied of JASS membership on the basis of race, nationality, sex, age, religion, marital status, and sexual orientation.
3. Only those with membership who are also current degree-seeking UC Davis students or UC Davis alumni are granted the ability to vote in the election.
4. In order to be an active member one must pay their club dues.
5. Membership is not required to participate in JASS events.

## Article VI: Meetings

1. General meetings will be held every week without question unless members are notified by the president.

## Article VII: Officers

1. The executive positions of JASS, the holders of which are referred to as the JASS Cabinet Members hereafter, shall include the following:
  - a. **President**: President shall oversee all events that JASS is involved in and be the chief speaker at all meetings and events. The president shall supervise all affairs being overseen by other elected members of the board and monitor their involvement in JASS. He or she shall mediate the meetings and prepare agendas for cabinet and general meetings. He or she shall be the official representative of JASS and be responsible for reviewing all concerns sent by the members and other persons of interest.
  - b. **Vice President\***: Vice president shall help fulfill presidential duties that the president asks of him or her. The vice-president will temporarily act as president if the president is for some reason unable to fulfill his or her duties.
  - c. **Secretary**: Secretary shall be responsible for recording minutes and keeping notes during JASS cabinet meetings and for the distribution of them to the members. Secretary will be responsible for managing the listserv and keep members updated by sending out weekly emails. He or she is also responsible for updating the JASS website.
  - d. **Treasurer**: Treasurer shall manage all financial accounts of JASS. He or she will be responsible for recordings the budget made during the year and report quarterly and yearly allocations. In the case where money is needed, the treasurer shall take it upon themselves to get the money that JASS requires through fundraisers. Treasurer shall understand that all financial matters of the club are to be kept strictly confidential within JASS.
  - e. **Family Coordinator**: Family coordinator shall keep the of the membership list. The family coordinator is also responsible for managing the Big Sib program and the Family program. He or she shall organize the Big Sib and Family activities.
  - f. **Social Chair**: Social Chair shall be planning and executing the major social events in JASS. Social Chair is also responsible for helping other cabinet members in the logistics of an event.
  - g. **Service Chair**: Service Chair shall be planning and executing volunteer events. Service Chair is also responsible for being the official liaison between other organizations and JASS.
  - h. **Sports Coordinator**: Sports Coordinator shall register and organize JASS teams in the intramural sports. Sports coordinator will also be responsible for planning and executing JASS sport events.

- i. **Publicity:** Publicity shall publicize JASS to the public throughout the years. Publicity is also responsible for publicizing JASS events to the members and the public.
- j. **Historian:** Historian shall record JASS events. Historian will also be responsible for organizing the end of the year banquet.

\*Vice president is not a position by itself. The new president appoints a vice president from his or her new cabinet at his or her first cabinet meeting.

2. JASS cabinet members shall be responsible for planning and coordinating the activities which are approved at the Cabinet and/or the General Meetings.
3. JASS cabinet members shall meet at least twice a month.

### **Article VIII: Election of Officers**

1. Cabinet shall vote for the next president out of the previous year's cabinet members that will be returning as students.
2. Cabinet members are chosen based on a ranked choice voting system, with current cabinet members' votes for their successor being weighted to 5% of the vote share or one (1) vote, whichever is higher.
3. President shall be responsible for organizing the election.
4. Elections shall be held during a general meeting in spring quarter at the discretion of the president.
5. Cabinet positions shall be open to all members who have been enrolled at University of California, Davis for at least one quarter with a minimum Grade Point Average of 2.0 and will continue to be enrolled as an undergraduate at the University of California, Davis through fall, winter, and spring quarters during their term as an officer.
6. Members who are interested in running for a JASS cabinet position and are also an active member in other clubs must consult the JASS president and the other club president first. He or she must be willing to prioritize JASS over the other clubs and activities.
7. One must be present at the election to have their ballot be valid. No email ballots shall be accepted.
  - a. Virtual ballots may be accepted if all of the following conditions are met:
    - i. The University of California, Davis campus is fully or partially shut down and/or inaccessible to students, faculty, and/or staff
    - ii. The full duration of the election is held via the internet.
    - iii. All candidate speeches and ballots are presented and distributed through a virtual format, including, but not limited to, video-conference, livestream, online forms, and email.
8. Ballots shall be counted as soon as the election is over by the president, the next president, and two other people who are not running for cabinet.
9. Directly following election announcements, the new board members will spend the remainder of spring quarter becoming familiar with their new responsibilities.
10. Newly elected board members will officially fill their position in the following academic year.

## **Article IX: Dismissal from the Cabinet Position**

1. All JASS cabinet members shall be subject to removal from their duties if they fail to accomplish their responsibilities.
2. A cabinet member shall be dismissed if two-third or more of the cabinet approves.
3. The president shall decide whether to leave the position open or to hold an election to fill in the open position.
4. In the case where the president is dismissed, the vice president shall be president.

## **Article X: Amendments**

1. The Constitution may be amended if the amendment in question receives an approval vote of more than two-third of the current board of JASS.