

**PITTSBURGH ROMANIAN STUDIES GROUP
CONSTITUTION
JULY 2007**

Name of the organization: Pittsburgh Romanian Studies Group

Purpose: The Pittsburgh Romanian Studies Group is an interdisciplinary group that brings together students and faculty in the Pittsburgh area to facilitate the exchange of ideas and to promote further research and understanding of Romanian history and culture.

Activities: The Pittsburgh Romanian Studies Group meets to discuss books, to hear and critique research ideas and work in progress, to watch films, and to listen to formal lectures by invited guests. The group has an evolving agenda that adjusts to its members' needs and interests.

Membership Requirements: Membership is open to ~~anyone who wishes to join~~. No hazing or illegal discrimination will be used as a condition of membership in the organization.

all currently enrolled student at U. of P.

at least 75% of the total membership

Financial Obligations of Members: There are no financial requirements for membership.

*membership.
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Associate Membership: Faculty, staff and alumni of the University and non-University persons may participate in the meetings and activities of the organization but may not vote, hold office, or serve in formal leadership positions. Associate membership is open to anyone who so wishes, and can be obtained by contacting any of the executive officers.

Membership Procedures: Recruitment takes place throughout the year. Applications to membership may be addressed to any member of the executive, all of whom have the power to instate new members. All members have the right to attend meetings, to propose and run activities in the name of the organization in coordination with the executive officers, and to have their names on the mailing list. Members can be removed or made inactive either through the express desire of the member, or in their absence, by a decision of the executive officers.

Voting Privileges: Voting privileges are limited to active student members in good standing with the organization. All student members are eligible to vote.

Officers: Three executive officers are responsible for the regular running of the Pittsburgh Romanian Studies group. The President, Vice-President, and Business Manager are jointly responsible for correspondence, coordinating with other bodies and with the University, and for representing the organization. The Business Manager is responsible for the finances of the organization.

Election of Officers: The elections of officers will take place on or within a week of 1 December each year. Any active student member may be nominated for election. Nominations must be supported by at least one other member in addition to the student being nominated. Elections will be held at a meeting of the Pittsburgh Romanian Studies Group within a week of 1 December each year. The meeting and the names of nominees will be announced by email at least one week before the date of the meeting. Voting will take place by acclamation, regardless of the number of people present. Absentee or proxy ballots will be accepted. Officers are elected by simple majority of votes cast. No officer can hold more than one position simultaneously, though an officer may hold the same office more than once.

Terms of office: Each officer will hold office for exactly one year (from 1 December until 30 November each year), after which they must resign or be reinstated by a meeting of the organization.

Removal of officers: Officers can be removed by any meeting of the Pittsburgh Romanian Studies Group that has been called expressly for that purpose. Both the time, location and purpose of the meeting must be announced by email at least one week before. Voting will take place by acclamation, regardless of the number of people present. Absentee or proxy ballots will be accepted.

Vacancies: If any of the executive offices become vacant during the term of office, they may be filled by any active student member who is appointed by the other two executive officers. That student shall continue in office until the time of the usual annual elections on 1 Dec.

Committees: No standing committees of the Pittsburgh Romanian Studies Group exist, but ad hoc committees may be formed of any members who are willing to serve, whenever the need should arise. The committee shall be led by a chair person, who is responsible to the President.

Meetings: Meetings of the Pittsburgh Romanian Studies Group must be held AT LEAST once a year, though preferably once a quarter. Both members, associate members, and non-members are invited to attend, though only active student members have voting rights. All meetings will be chaired by one of the executive officers, or in their absence, by any member who has been nominated by them. The chairperson has the power to open and close the meetings, to facilitate discussion, and to call matters to a vote. Meetings shall proceed without any formal rules of order, though an atmosphere of courtesy and respect shall be maintained at all times.

Finances: The Business Manager is responsible for administrating the finances of the organization. No funds may be spent without the agreement of at least two members of the executive.

Advisor: The faculty advisor is responsible to assist the group and to serve as the group's liaison with the University. The advisor shall attend meetings of the organization and be

familiar with its activities. The advisor has the authority to call meetings of the organization and to send messages through its mailing list.

External Affiliations: The Pittsburgh Romanian Studies Group has no formal external affiliations. Any new affiliations may be established by any member of the executive in consultation with the faculty advisor.

By-Laws: There are no by-laws governing the running of the organization. By-laws may be added at any meeting of the organization at which the time, location and suggested by-law has been advertised by email at least one week in advance. Voting will take place by acclamation, regardless of the number of people present. Absentee or proxy ballots will be accepted.

Amendments: The constitution may be amended by any meeting of the organization at which the time, location and suggested amendment has been advertised by email at least one week in advance. Voting will take place by acclamation, regardless of the number of people present. Absentee or proxy ballots will be accepted.