

**MALAYSIAN STUDENT COUNCIL
MISSION STATEMENT**

- To communicate with all Malaysians effectively
- To create a platform for Malaysians to share suggestions, comment, views and news
- To inform members of current Malaysia news
- To encourage member interest & participation towards MSC
- To help Malaysians and other organizations keep abreast with MSC activities

**CONSTITUTION OF MALAYSIAN STUDENT COUNCIL
UNIVERSITY OF SOUTH ALABAMA
MOBILE, ALABAMA**

ARTICLE I NAME

The organization shall be known as the Malaysian Student Council (MSC).

ARTICLE II PURPOSE

Section 1 - To act as a liaison between members of MSC and the representatives of the Malaysia government.

Section 2 - To promote and maintain the welfare and interest of Malaysian students at the University of South Alabama.

Section 3 - To cultivate positive and competitive altitude towards academic, cultural, social and sporting activities.

Section 4 - To promote a closer relationship between the Malaysian students and community at large.

ARTICLE III NATURE

Section 1 - The organization shall be a non-profit student organization.

Section 2 - The organization is an independent organization.

ARTICLE IV MEMBERSHIP

Section 1 - Ordinary Members

1.1 All Malaysian students currently enrolled at the University of South Alabama are eligible to be the ordinary members after registering with the Malaysia Students Council.

1.2 All ordinary members are eligible to hold a position in the council.

1.3 All ordinary members are qualified to vote.

1.4 All ordinary members shall enjoy membership privileges.

Section 2 - Potential Malaysian Members (PMMs)

2.1 All Malaysian students not registered with MSC are considered PMMs.

2.2 PMMs do not enjoy the privileges provided by MSC.

2.3 PMMs are not eligible to vote.

2.4 PMMs are not allowed to hold office.

2.5 Only new Malaysian students have the privilege to enjoy the MSC membership for the first academic quarter, excluding the right to vote and hold office.

Section 3 - Associate Members

3.1 All students, faculty, and public at large who are registered with MSC shall enjoy the privileges of membership, excluding the right to vote and to hold office.

3.2 The students stated in Article IV, Section 3.1 refer to:

3.2.1 All Malaysian students who are not enrolled at the University of South Alabama

3.2.2 All students enrolled at the University of South Alabama, excluding Malaysian students.

Section 4 - Membership Fee

4.1 All ordinary members and associate members shall pay the membership fee of US\$ 2.00 for each semester.

4.2 The council shall have the authority to decide the membership fee for each semester.

4.3 Failure to do so will result in demotion of the ordinary members to PMMs, while the associate members will be losing their membership entirely.

ARTICLE V THE COUNCIL ADVISOR

Section 1 - The Council Advisor is invited to supervise the council activities, meetings, and to give advice and suggestions.

Section 2 - The Council Advisor shall have the authority to make further decision(s) or appoint the next new council if there is less than (50%±1) of the ordinary members attending in the General Assembly of the Extra General Assembly for three consecutive calls.

ARTICLE VI MANAGEMENT

Section 1 - The Management

1.1 The management (also referred to as the Council) shall consist of

President

Vice President

Secretary

Treasurer

Ahli Jawatan Kuasa(s) (sometimes referred to as the AJK(s))

(Each individual above hereinafter will be referred to as the council member)

1.2 The number of AJKs shall vary to meet the necessity of the Council.

1.3 All AJKs shall manage their group with the number of group members not exceeding 10 people.

Section 2 - Responsibility of Each Councilor

2.1 The President

2.1.1 The President shall conduct all the Council meetings.

2.1.2 The President has no vote, with the exception of breaking a tie-vote. He or she shall officiate or endorse the decision(s) of the Council.

2.2 Vice President

2.2.1 The Vice President shall assume duties of the President in the temporary absence or incapacity of the President.

2.2.2 In the absence of both the President and the Vice President, the Council shall elect a representative from among its members for a period, which shall be determined by the Council.

2.3 Secretary

2.3.1 The Secretary shall keep record of all activities and meetings of the Council, and record the votes thereof.

2.3.2 The Secretary shall conduct the correspondence activities of the Council and give due notice of all meetings to all members of MSC.

2.3.3 The Secretary is allowed to select at most two assistants from the ordinary members of the Malaysia Students Council.

2.4 The Treasurer

2.4.1 The Treasurer shall be responsible for the charge and custody of all financial activities of the Council.

2.4.2 The Treasurer shall be responsible to keep all accounts accurately, collect all payments due, and pay all approved bills.

2.4.3 The Treasurer shall also be responsible for preparing budgets, providing fiscal reports, and rendering accounts (all upon request) to the Council.

2.4.4 The Treasurer shall also be responsible for depositing the funds in the name of the Council as designated by the Council, and disburse such funds when requested by the President, with the authority of the Council.

2.4.5 The Treasurer shall propose the amendment of the membership fee based upon the need of the Council on a semester basis.

2.4.6 The Treasurer is allowed to select at most two assistants from the ordinary members of the Malaysia Students Council.

2.5 Ahli Jawatan Kuasa(s) (AJK(s))

2.5.1 The AJK(s) shall be facilitated with full authority in managing his or her own group of members and informing his or her own group of members about the activities of MSC.

2.5.2 Each AJK shall be facilitated with full authority to conduct the AJK meeting.

2.6 The Assistant(s)

2.6.1 Every ordinary member is eligible to be the Assistant(s) of the Secretary or the Treasurer, if he or she is selected by the Treasurer or the Secretary.

2.6.2 The Assistants are allowed to attend every meeting upon the request of the Secretary or the Treasurer.

2.6.3 During the council meeting, the Assistant shall have the right to voice his or her opinions, but he or she has no right to vote.

2.6.4 If the Secretary or the Treasurer is absent for the council meeting, the Secretary or the Treasurer can appoint his or her Assistant(s) to represent pro-tempore for the meeting.

ARTICLE VII TENURE

The executing term of all councilors is for two academic semesters.

ARTICLE VIII MEETINGS

Section 1 - General Assembly

1.1 The General Assembly has to be held twice in an academic year.

1.2 At least (50%±1) of the ordinary members shall present in the General Assembly and thereby make further decisions.

1.3 A general election shall be held during the General Assembly.

1.4 Amendment(s) of Constitution, if any, shall be approved by two-thirds of the majority.

1.5 If Article V, Section 1.2 is not met for three consecutive calls, the Council Advisor shall make further decision(s) or appoint the next new Council.

Section 2 - Council Meetings

2.1 The Council shall meet no less than once per academic semester.

Section 3 - AJK(s) Meetings

3.1 The AJK(s) shall meet no less than once per academic semester.

3.2 Refer to Article VI, Section 2.5.2.

3.3 If an election of a new AJK needs to be conducted within a group, the election of the AJK shall be ruled by two-thirds of the group members.

Section 4 - Extra General Assembly (EGA)

4.1 An EGA may be called at any time by the Council to discuss a special issue.

4.2 An EGA may be called at any time by the Council on receipt of petition signed by at least one-third of the members requesting for the discussion of a special issue.

4.3 At least three days notice is required for such a meeting unless an emergency necessitates postponement.

4.4 If EGA is held, Article VIII, Section 1.2 and Article VIII, Section 1.5 shall be met.

Section 5 - Absence from the Council Meetings

5.1 Any councilor absent for two consecutive meetings without valid reason shall be

removed from the Council by the Advisor.

5.2 Valid reason(s) given must be accepted by the Council.

ARTICLE IX FINANCE

Section 1 - The MSC funds and money shall be deposited in the trust of the Treasurer in the name of the Malaysia Students Council.

Section 2 - All checks shall be signed by two of the council members, namely the President, Vice President and/or the Treasurer.

Section 3 - The Treasurer shall operate a petty cash account in the maximum amount of US\$ 50 at any time.

Section 4 - Any excess of the maximum petty cash amount (US\$ 50) shall require approval from the President and the Council.

ARTICLE X IMPEACHMENT

Section 1 - Elected member may be removed by a majority vote of 50%±1.

Section 2 - The impeachment proceedings shall be the same as the EGA.

ARTICLE XI AMENDMENTS

Section 1 - Amendment of this Constitution may be voted at the General Assembly or the Extra General Assembly when at least three days notice of the proposed amendment is given.

Section 2 - A proposal of the Amendment has to be submitted at the Council meeting prior to the General Assembly or Extra General Assembly for prior council approval.

Prepared by the Council

Updated

April 1995

April 2001

October 2001

**MALAYSIAN STUDENT COUNCIL
ADMINISTRATIVE UNITS**

