

Constitution

of

TURKISH ASSOCIATION for SECULARISM and KEMALISM (TASK)

THE PENNSYLVANIA STATE UNIVERSITY

UNIVERSITY PARK, PENNSYLVANIA

Approved 03/31/1998

This document is the first constitution of Turkish Association for Secularism and Kemalism and consists of 7(seven) pages.

ARTICLE I - NAME of the ORGANIZATION

The name of the organization shall be the Turkish Association for Secularism and Kemalism of The Pennsylvania State University (PSU), hereafter referred as TASK.

ARTICLE II - OBJECTIVES and MISSIONS

SECTION A. OBJECTIVES

The objectives of TASK are to

1. emphasize the need and importance of secularism in protecting human rights, freedoms and democracy.
2.
 - a. study and disseminate information related to Mustafa Kemal Ataturk's revolutionary acts leading to the establishment of a modern and secular Turkish Society.
 - b. revive the legacy of Mustafa Kemal Ataturk in an effort to bring enlightened Turks and interested members of the PSU community together against the dangers of recent surge of world wide radical religious fundamentalism which threatens the freedoms and human rights of people in the world in general.
3. inform the academic community at the PSU and urge them to take action against all radical religious activities all around the world.
4. promote a co-operative and educational environment among the members to exchange individual experiences and knowledge about

- a. the work of reformist Turkish authors, poets, artists, philosophers, humanist statesmen who have made significant impact on the intellectual development of modern Turkish Society*
 - b. 9000 years of Anatolian and thousands of years of Turkish culture and history in Turkey
 - c. research and developments in science and arts in Turkey. And also, expose the PSU community to this environment, which represents humanism, secularism and peace.
5. co-operate closely with other organizations and the community who have similar interests at the PSU.

SECTION B. MISSIONS

The association shall

1. be a social, cultural, educational, democratic, independent, and non-profit organization operating under the principles of respect for democracy, human rights and secularism.
2. not use religion as a basis for any official action under the principle of secularism since the members of the organization may have different religious backgrounds.
3. not discriminate against any person because of age, ancestry, color, disability or handicap, national origin, race, religious creed, gender, sexual orientation, or veteran status.
4. operate under the guidance of scientific thought.
5. further the cause of secularism and educate the community with its activities as described in Article II Section A. Secularism is interpreted and restated by the association and its members as defined in Article XV Section A.
6. promote the principles of Kemalism, inform and educate the community about these principles with the activities as described in Article II Section A. Kemalism is interpreted and restated by the association and its members as defined in Article XV Section B.

SECTION C. CHANGES to OBJECTIVES and MISSIONS of the TASK

The founding principles of the organization described in Article II Sections A and B can not be changed, replaced, removed or deemed inactive, by any authority under any circumstances. However, any addition which is not in conflict with the founding principles could be made by the voting process described in Article X.

ARTICLE III - MEMBERSHIP

The membership shall be divided into active, associate and honorary membership.

1. All registered students, faculty and staff, in full support of the objective and the mission statements of the organization, shall be active members.
2. All others interested in furthering the goals of TASK shall be associate members.

3. Honorary memberships are bestowed upon individuals within the international community who have already contributed to the causes defined in TASK Constitution.

New Membership and Recruitment

A. Any and all new members will be given full disclosure during recruitment, including but not limited to the disclosure of:

1. New Membership Manual
2. Schedule of New Member Events and Activities
3. A list of responsibilities
4. A definition of personal rights, and a copy of the University Hazing policy, prescribed by Policies and Rules for Student Organizations.

All of these documents will be available upon request by the USG Supreme Court.

B. All members, including but not limited to new members and recruits, reserve the right to refrain from participating in any activities without consequence, based upon personal values, or moral reserve as defined by the member.

C. Any and all interaction/activity between new members and/or members will be limited to guidelines stated by university policy, as well as local state, and federal laws.

ARTICLE IV - STRUCTURE of the GOVERNING BODY of the ORGANIZATION

The governing body of the organization shall consist of: the General Assembly and the Executive Board.

ARTICLE V - GENERAL ASSEMBLY

The General Assembly shall consist of active members, associate members, and honorary members.

SECTION A. ACTIVE MEMBERS

1. All active members are voting members of the General Assembly.
2. One active member of the organization shall be nominated and elected to chair the General Assembly in the beginning of each meeting. He/she shall be non-voting active member of that particular General Assembly meeting and have the right to vote in case of a tie.

SECTION B. ASSOCIATE MEMBERS

1. All associate members, who also believe in the objectives and mission statements of the organization, shall be non-voting members of the General Assembly.
2. Any individual or group appointed as a representative of another student body or organization to a General Assembly meeting shall be non-voting members of that particular meeting.

SECTION C. HONORARY MEMBERS

1. Honorary members are non-voting members of the General Assembly.
2. Due to seniority, the floor shall be yielded to honorary member(s) upon his/her/their request.

SECTION D. ADVISOR(S)

1. Advisor(s) shall be active member(s) of the association.
2. Advisor(s) shall be affiliated with The Pennsylvania State University as a full-time faculty member(s).

SECTION E. MEETINGS

1. The Chair of the General Assembly shall preside the General Assembly meeting.
2. The agenda for the General Assembly shall be drawn up by the Vice President, in consultation with the Executive Board.
3. Meetings shall be held at least twice each semester during the academic year (September to May). There may be meetings held during the summer session.
4. Any other General Assembly meeting, other than the scheduled two, may be called by the President with the approval of the Executive Board and/or Advisor(s) and/or with the written and signed request of 5(five) active members of the organization.

SECTION F. VOTING

1. For voting to take place, as defined in the By-laws of TASK, a quorum must be present. A quorum is simple majority unless stated elsewhere otherwise.
2. All voting shall be in the form of voice voting, except in the elections of executive board members and in the impeachment process. The voting in these defined cases shall be in the form of closed ballot.
3. Article V Section F Part 2 can not be changed, removed, replaced or overruled under any circumstances by any authority.

SECTION G. POWERS and DUTIES

1. The General Assembly shall be the final authority in all matters of TASK.

2. The General Assembly shall have the power to impeach any member, elected or appointed to any position in TASK. Impeachment procedures and grounds for removal are defined in the Constitution of TASK Article VIII and in the By-laws of TASK Article I Section C. All appeals shall be made to the Executive Board.
3. Any member may petition the Executive Board to review TASK finances.

ARTICLE VI - EXECUTIVE BOARD

SECTION A. MEMBERS

The following shall be considered members of the Executive Board.

1. President
2. Vice President
3. Executive Secretary
4. Treasurer
5. The Chair of Public Relations
6. Advisor(s)

SECTION B. EXECUTIVE OFFICERS

There shall be five executive officers: President, Vice President, Executive Secretary, Treasurer and the Chair of Public Relations.

SECTION C. MEETINGS

1. The President shall preside over the Executive Board.
2. Meetings shall be held at least once a week except during recesses and final exam periods.
3. Emergency meetings may be called by the President.
4. Active members of TASK have the right to attend executive board meetings. Any other members, observers or guests shall be asked by the president to introduce themselves. Other members, observers and guests may be asked to leave the meeting by the request of the majority of the attending voting members of the Executive Board.

SECTION D. VOTING

1. All the members of the Executive Board shall be considered as voting members.
2. The quorum for business to take place shall be the simple majority of voting members.

3. All voting shall be in the form of voice voting.
4. Article VI Section D Part 3 can not be changed, removed, replaced or overruled under any circumstances by any authority.

SECTION E. POWERS and DUTIES

1. The Executive Board shall be responsible from the coordination and accomplishment of any actions confirmed by the General Assembly. Executive Board cannot decide to take part in any action without the prior approval of the General Assembly.
2. The Executive Board shall call General Assembly meetings.
3. The Executive Board shall be the means of communication between another body and their executive officers.

ARTICLE VII - ELECTIONS

SECTION A. ELIGIBILITY

1. All active members of TASK shall be eligible to vote for TASK President, Vice President, Secretary, treasurer, the Chair of Public Relations, and Advisor(s) during the elections each year.
2. All active full-time student members of TASK are eligible to become executive officers of the organization.
3. Only current active faculty members shall be eligible to become Advisor(s).
4. Specific regulations for elections shall be listed in the By-laws of TASK.

SECTION B. EXECUTIVE OFFICERS and ADVISOR(S)

1. All executive officers, listed in the Constitution of TASK Article VI Section B Part 1 shall be elected annually at the same meeting of the General Assembly.
2. Person(s) who qualify and wishes to fulfill the duties of the Advisor(s) defined in the By-laws of TASK Article III Section F, shall be approved and appointed to this position by the General Assembly.

ARTICLE VIII - REMOVAL from OFFICE and/or MEMBERSHIP

SECTION A. GROUNDS for REMOVAL

1. Malfeasant conduct.
2. Excessive absenteeism (of Executive Officers).
3. Any action performed by an individual or group

- a. in knowing violation or willful ignorance of the mission statement and the objectives of TASK stated in the Constitution of TASK Article II.
- b. in knowing violation or willful ignorance of the governing documents of TASK.
- c. committing TASK to the actions and/or policies of any outside committee without the approval of the General Assembly or Executive Board.

SECTION B. REMOVAL PROCEDURE

1. All applications for removal from membership and/or office shall be prepared and presented in writing to Executive Board at least 2(two) weeks before removal procedure begin. Any member of the Executive Board shall not entertain any discussion on this issue under any circumstances before the end of the proceedings.
2. A General Assembly meeting shall be called by the President for "Removal from Office Proceedings" without waiting for the next scheduled General Assembly meeting.
3. A vote of two-thirds is needed to remove the accused from the office, where a quorum is present.

SECTION C. RIGHTS of the ACCUSED

1. The individual accused shall be permitted to see, in writing, the charges at least 1(one) week before removal procedures begin.
2. The accused shall
 - a. not be excluded from listening to any of the discussions and/or debates.
 - b. be able to fully question all witnesses.
 - c. be presented with all evidence.
 - d. be permitted to respond to all charges fully.
 - e. not be able to vote, but may be present, during the proceedings.

SECTION D. FILLING UNEXPIRED VACANCIES

Nominations, elections, or appointments can take place in any General Assembly meeting, in accordance with the By-laws of TASK.

ARTICLE IX - FINANCES

SECTION A. FUNDS

All funds of TASK shall be deposited and handled through the office of Associated Student Activities (ASA).

SECTION B. EXPENDITURES

Expenditures in excess of \$50.00 must be presented to the General Assembly and obtain prior approval. No imbursement will take place otherwise. The emergency spending shall be in accordance with the By-laws Article II Section A Part 2 Item c.

SECTION C. DUES

TASK will collect membership dues and these dues will be deposited to account(s) at ASA.

ARTICLE X - AMENDMENT

SECTION A. CONSTITUTIONAL and BY-LAWS AMENDMENTS

1. All constitutional and by-law amendments shall be proposed in writing, signed, and presented to Executive Board. Amendments shall be signed and dated by the Executive Board.
2. All amendments shall be made public in no later than a week following the presentation and a week before the next General Assembly meeting, twice to all members of the TASK.
3. The discussion of an amendment shall take place at the General Assembly meeting. The amendments shall be deemed active by affirmative vote of the two-thirds of the attending active members in the following General Assembly meeting which shall take place within a week, where a quorum is present, as described in Section B .
4. Any amendments which is rejected in the General Assembly meeting can not be proposed again within the same semester.

SECTION B. QUORUM

1. Quorum is two-thirds of the active members for constitutional amendments.
2. Quorum is simple majority for by-law amendments.

ARTICLE XI - RATIFICATION

SECTION A. PROCEDURE

1. The Constitution shall take effect immediately upon affirmative vote as specified in the amendment procedures of the previous constitution.
2. The By-laws shall take effect immediately upon affirmative vote as specified in the amendment procedures of the previous constitution.

SECTION B. NEW DOCUMENTS

The Constitution and By-laws may be superseded by following the amendment procedures in Article XI Section A to ratify new documents.

ARTICLE XII - LANGUAGE for COMMUNICATION

The members of the organization shall use the language of English:

1. in all filed, recorded and/or distributed documents of the association.
2. in all conducted official or informal activities.
3. in all board, committee of General Assembly meetings.
4. for communication through e-mail lists among members, committees and boards.

ARTICLE XIII - MEANS OF COMMUNICATION

All means of communication of the association such as Web pages, newsletters and e-mail lists should be open and accessible to all members of the association to write, and express their opinions under the principles stated in the Constitution of TASK Article II. No committee or members of committee or any other entity should prevent members from exercising this right and liberty. Operators of such communication means are merely servants of the association general assembly and its members. The sole power of deciding content of these means of communication rests with general assembly.

ARTICLE XIV - PARLIAMENTARY AUTHORITY

The rules contained in "Robert's Rules of Order - Revised" shall govern TASK in all cases to which they are applicable, and in which they are not covered by the Constitution and By-laws of TASK.

ARTICLE XV - DEFINITIONS

SECTION A. SECULARISM

Secularism is defined, described, interpreted and restated by the association and its members as follows.

1. Secularity does not only mean the separation of religious and state affairs, but also the respect for freedom of moral sense, worship and religion for every individual.

2. Religion is a moral value and religious practice is a private matter between the person and the divine being in which he/she believes.
3. Religion shall never be used in an official capacity to enforce one group's religious opinions or beliefs on another even though the group in demand is in majority.
4. No religious or moral values can neither be enforced by laws, regulations, principles nor mentioned in any official written or vocal declarations of the organization.
5. In a society where religious values are imposed by state, the true meaning of religion diminishes and forced thought or belief can not be considered as true faith. Human moral values can not thrive under such conditions. Political systems based on religious laws are many times oppressive and against human rights.

SECTION B. KEMALISM

Kemalism describes the principles advanced by the founding father of modern Turkey, Mustafa Kemal Ataturk, and is defined, described, interpreted and restated by the association and its members as follows.

1. Secularism (is as defined in Article XV Section A).
2. Real love of peace and mankind. The word "real" is used here in the context that as opposed to some radical religious beliefs, which seem to promote hate instead of love of mankind. This association believes in real love of mankind regardless of religious background and beliefs as mentioned in the Constitution of TASK Article II Section B Part 3. In 1933, Mustafa Kemal stated that "I look to the world with an open heart full of pure feelings and friendship".
3. "Peace in the nation, peace in the world." "Mankind is a single body and each nation a part of that body. We must never say 'What does it matter to me if some part of the world is ailing?' If there is such an illness, we must concern ourselves with it as though we were having that illness." Kemalist principles clearly underline that, peace is the most effective way for nations to attain prosperity and happiness.
4. Being scientific and rational. "The truest guide in life is science."
5. Reformism. A broad range of swift and sweeping reforms such as Turkish Women's right to vote and be elected to parliament in early 1930's, are enduring monuments to Mustafa Kemal. The political social, legal, economic and cultural reforms during his 15 years of presidency are honored worldwide. The Kemalist reforms admired by many emerging nations are virtually unparalleled in any country. On the basis of these monumental achievements great statesmen of the world said the following about Mustafa Kemal Ataturk.
 - a. Greek statesmen Venizelos "In the life of a nation, it is very seldom that changes to such a radical degree were carried out in such a short period of time... These extraordinary activities earned him his fame as a great man in the full sense of the word."
 - b. Winston Churchill "A great hero."
 - c. Dwight D. Eisenhower "A source of inspiration to independence-seekers around the world."
 - d. Charles De Gaulle "He was the greatest achiever among all the world leaders, because he modernized his nation."
 - e. David Ben Gurion "I know of no greater statesmen."
 - f. Jawaharlal Nehru "One of the creators of the modern age."
 - g. John F. Kennedy "One of the great figures of our century."

6. Kemalism emphasizes a modern country rich in its own national culture, open to the heritage of world civilization and at home in the endowments of the modern technological age. Kemalist reforms are in the spirit of the following principles: awareness of the national historical past, love of the country and its people, the concept of a national language, love of independence and liberty, the complete unconditional sovereignty of the nation, aspiration towards going beyond the level of contemporary civilizations, will to develop the national culture, the idea of trust in the Turkish people, faith in unity and interdependence, the principle of the separation of the army, educational institutions and religion from politics.

ARTICLE XVI - COPIES of the CONSTITUTION

Copies of this constitution shall be made available to anyone upon request.

By-laws of

TURKISH ASSOCIATION for SECULARISM and KEMALISM (TASK)

THE PENNSYLVANIA STATE UNIVERSITY

UNIVERSITY PARK, PENNSYLVANIA

Approved 03/31/1998

This document is the first by-laws of Turkish Association for Secularism and Kemalism and consists of 6(six) pages.

ARTICLE I - MEMBERSHIP

SECTION A. ELIGIBILITY for MEMBERSHIP

1. Active members shall pay their membership fees annually every February.
2. Associate members
 - a. shall pay their membership fees annually every February.
 - b. may not hold office, vote, preside or solicit funds on behalf of the organization.
3. Honorary members
 - a. shall not need to pay their membership fees
 - b. shall be a distinguished member or a leader of the society
 - c. shall be nominated to the position and the request shall be presented to Executive Board in written and signed by 5(five) active members of the association. The request shall be discussed and voted in a General Assembly meeting.

SECTION B. RIGHTS of MEMBERS

1. All active members shall have the right to vote in General Assembly meetings.

2. All members shall have the right to access all meetings, activities, and written documents of TASK. The attendance and access to Executive Board meetings can be restricted and/or limited under the terms and conditions mentioned in the Constitution of TASK Article VI Section C Part 4.

SECTION C. TERMS and CONDITIONS for TERMINATION of MEMBERSHIP

1. Any misconduct defined in the Constitution of TASK Article VIII Section A are grounds for termination.
2. Any individual or group,
 - a. passing and distributing personal information of any other member, documents of TASK to any unapproved organization(s) or third parties without the prior approval of the Executive Board.
 - b. The use of all means of communication such as e-mail list, web pages and newsletters against the guidelines described in the Constitution of TASK Article XIII.
 - c. Passing or distributing e-mail list to any other organization(s) by any means without the prior approval of Executive Board.
3. Any action performed by an individual or group, in knowing violation or willful ignorance of the objectives and missions of the TASK as stated in the Constitution of TASK.
4. Any individual or group requesting the termination of his/her/their membership, in written, to Executive Board.

SECTION D. ACTIVATION and DEACTIVATION of MEMBERSHIP

1. The membership of an individual or group, who are eligible for membership as defined in the Constitution of TASK Article III and in the By-laws of TASK Article I Section A, shall be activated by Executive Board.
2. Deactivation of membership, except as specified in the By-laws of TASK Article I Section C Part 4, shall be decided in General Assembly meeting.

ARTICLE II - MEETINGS

SECTION A. TYPES and CONDITIONS

1. General Assembly meetings
 - a. A General Assembly meeting shall be defined as any assembly of TASK officers and members which is held for the purpose of conducting business and which is begun by a "call to order" and ended by a "motion for adjournment."
 - b. A quorum is needed to conduct any vote, unless specifically provided for elsewhere in these by-laws or the constitution.

- c. For all meetings, Executive Board shall present, distribute (at least one week before the General Assembly meeting) and subscribe to the agenda.
 - d. Any member of the University community may address TASK for 5(five) minutes during "Open Forum" provided that they are recognized by the meeting's presiding officer. After 5(five) minutes, the General Assembly may vote on extending the speaker's address by a simple majority vote of present active members (a quorum is not needed).
 - e. Reports by officers may be terminated by a majority vote of the General Assembly if they exceed ten minutes (a quorum is not needed).
 - f. No person may have more than one vote.
 - g. All General Assembly meetings shall be open to the public.
 - h. The minutes for all General Assembly meetings shall be kept in a General Assembly meetings file for access.
2. Executive Board meetings
- a. Executive Board meetings may be called by the President for communications with the Executive Officers.
 - b. The Executive Board meetings can be held any time during an academic year or Summer session.
 - c. Emergency spending meetings may be called by the President in order to request permission for emergency spending. Every member of the Executive Board may all vote, and a minimum of two-thirds majority is needed. The President is responsible for reporting the outcome of this meeting in 24 hours to the members of the organization.
 - d. No person may have more than one vote.
 - e. The minutes for Executive Board meetings shall be kept in a Executive Board meetings file for access.
3. Special Meetings
- a. At the written request of advisor(s) and/or 5(five) active members of the organization, the President must call a special General Assembly meeting within 1(one) week of the request.
 - b. The specific agenda for this meeting must be included in the written request presented to the President. President is responsible for the distribution of this special agenda to every member of the organization.
 - c. The minutes for all special meetings shall be kept in a Special Meetings file for access.
 - d. No person may have more than one vote.

SECTION B. LEGISLATION

- 1. Legislation may be introduced during the "New Business" portion of a General Assembly meeting.
- 2. Legislation which has been written, signed by two active members, and presented to the Vice President, shall be considered first. The Chair of the meeting shall read the legislation aloud, allow the sponsors time to speak on behalf of the legislation, open the floor to discussion, and conduct a vote.
- 3. To become effective, legislation must be passed by a simple majority of present active members, unless specifically stated elsewhere. The presiding officer and the Executive Secretary must count each vote and the presiding officer of the meeting must announce the results of each vote.

4. If passed, legislation is signed by the President, then, it is enacted.
5. All legislation must be presented to organization members, in its final form, in one week following its passage.

SECTION C. PARLIAMENTARY AUTHORITY

The Parliamentary Authority is the Executive Secretary as it is defined in the By-laws of TASK Article III Section C Part 3 and has the power to enforce Constitution Article XIV.

ARTICLE III - OFFICERS, POWERS, and DUTIES

SECTION A. The PRESIDENT

The President shall

1. be the chief executive officer of TASK and maintains responsibility for the actions of TASK.
2. be the spokesperson for TASK.
3. call all meetings of the General Assembly.
4. have the power to set up subordinate bodies and appoint committees, subject to the approval of the General Assembly.
5. sign all legislation, thus making it legal.
6. call emergency executive board meetings in order to request permission for emergency spending.
7. attend or appoint a designee to all meetings requesting a TASK liaison.
8. appoint chairs for committees and boards, subject to the approval of the General Assembly.
9. appoint holders for all executive positions, subject to the approval of the General Assembly.
10. be responsible for the vital duties of vacant executive officer positions.
11. set the agenda of and preside over all regularly scheduled Executive Board meetings.
12. typically share the responsibility with the treasurer for access of moneys in the ASA account(s) by signing the paperwork for responsibility of TASK moneys entrusted to ASA.
13. maintain a running file for the Presidential position.
14. keep informed on the actions of all boards, committees and their chairs.

SECTION B. The VICE PRESIDENT

The Vice President shall

1. preside over all sessions of the legislative body in the President's absence, and shall succeed to the Presidency in the event of the resignation or impeachment of the President.
2. set the agenda of all regularly scheduled General Assembly meetings.
3. approve changes to the weekly meeting agendas.
4. maintain daily communication with the President.
5. keep informed on the actions of all boards, committees and their chairs.
6. be responsible for information distribution to the General Assembly.
7. enforce duties of the executive officers.
8. supervise all committees, or serve as chairperson of the committee if no other chairperson has been appointed.
9. maintain a running file for the Vice Presidential position.

SECTION C. The EXECUTIVE SECRETARY

The Executive Secretary shall

1. record and distribute the minutes of each meeting of the General Assembly.
2. take attendance in General Assembly and Executive Board meetings.
3. be the parliamentary authority and be responsible from the interpretation of Robert's Rules.
4. keep a copy of "Robert's Rules of Order - Revised."
5. distribute any new legislation passed by the General Assembly.
6. be responsible for all incoming and outgoing correspondence and keeping a record of said correspondence.
7. distribute constitutional amendments to interested parties within two weeks of adoption of such amendments.
8. take record of all votes in General Meetings.
9. produce motions, in writing, for Presidential signature at least 48 hours prior to the start of the next General Assembly meeting, and provide copies to the Vice President and Treasurer.
10. type and file all official documents, legislation, letters, or memos for distribution and mailing purposes.
11. be responsible for keeping an updated member list and e-mail list.
12. share membership and e-mail lists with the Executive Board members.
13. maintain a running file for the position of Secretary.

SECTION D. The TREASURER

The Treasurer shall

1. keep complete and accurate accounts of deposits, expenditures, and all other financial transactions of the Executive Board and General Assembly.
2. provide an itemized report of expenditures, bills, and moneys received at the regular meetings of the General Assembly.
3. collect membership dues during the month of February and directly supervise collection of money by others for events.
4. issue a membership identification document for each members upon the receipt of dues.
5. maintain an accurate accounting of the petty cash available and maintain control over said cash through the use of safe(s) owned by and for the organization.
6. control the ASA account by restricting access to the account to preferably one other person, preferably the Vice President.
7. maintain a running file for the position of Treasurer.

SECTION E. The CHAIR of PUBLIC RELATIONS

The Chair of Public Relations shall

1. maintain and keep a record of Virtual TASK Library (VTL). VTL is defined in the By-laws of TASK Article VII.
2. keep an updated record of document and book exchanges among the members.
3. be responsible from the circulation of the material listed in VTL-list among members.
4. keep Vice President informed in all pertinent information.
5. be responsible of distribution of all public materials.
6. maintain a running file for the position of Chair of Public Relations.

SECTION F. Advisor(s)

The Advisor(s) shall

1. advise the Executive Board in any case of violations of the TASK constitution and by-laws.
2. be means of communication between the organization, its members and the university, in judicial affairs.
3. keep President informed on all pertinent information.
4. The Advisor(s) shall oversee the activities of the organization and make suggestions to the Executive Board and the General Assembly.

5. The Advisor(s) shall act as a means of communication between the organization and the Faculty Senate.
6. The Advisor(s) may request an emergency General Assembly meeting from the Executive Board.
7. coordinate all activities deemed academic in nature by General Assembly or Executive Board.

ARTICLE IV - ELECTIONS

SECTION A. ELECTION of EXECUTIVE BOARD MEMBERS

President, Vice President, Executive Secretary, Treasurer, and the Chair of Public Relations shall be elected as described in the Constitution of TASK in the 12th(twelfth) week of the spring semester.

SECTION B. UNEXPIRED VACANCIES

1. Presidential Vacancy
 - a. If the office of President is vacated, the Vice President assumes the Presidency and appoints a new Vice President, subject to the approval of the General Assembly.
 - b. If the office of Vice President is vacated, the President will appoint a new Vice President, subject to the approval of the General Assembly.
 - c. If both the President's and the Vice President's offices are vacant, then the Advisor(s) will chair the meeting(s) until a new President is elected.
2. Executive Vacancies
 - a. Following notification of an unexpired executive vacancy, the President will immediately open nominations for a minimum of one week, during which time applications will be accepted.
 - b. While the position is vacant, the President shall assign a member of the organization.
 - c. Nominations will be closed at the first General Assembly meeting following this one week period.

SECTION C. PROCEDURE for ELECTIONS in the CASE of an UNEXPIRED VACANCIES

For any position

1. The President is responsible for announcing the open positions and shall ask for nominations.
2. The President and the Vice President shall not vote.
3. Elections shall take place in the order as described in the Constitution of TASK Article VII.
4. All candidates for the position being considered, according to alphabetical order of their last names, may introduce themselves for 5(five) minutes and then answer the question of the General Assembly relevant to the position.
5. A simple majority is needed for election.

6. If no candidate receives a simple majority, all but the two highest vote recipients will be dropped from consideration. If there is a tie for the second candidate, all candidates receiving that same number of votes will be allowed to participate in the run-off.
7. If a two-candidate race, run-off, ends in a tie, the Vice President will cast the deciding vote.

ARTICLE V - TERMS of OFFICE

Officers elected during General Assembly meetings or appointed to an office by the President with the approval of simple majority of the General Assembly shall assume office immediately. All executive members shall hold their offices and chairs until the next years elections.

ARTICLE VI - TRANSITION

SECTION A. EXECUTIVE MEMBERS

The transition of the new President, Vice President, Secretary, Treasurer, the Chair of Public Relations, and Advisor(s) shall begin immediately following election, and end with the assuming of their new positions in the 13th(thirteenth) week of the spring semester.

SECTION B. DOCUMENTS

The running files maintained for each position, which are records composed of accomplishments, business contacts, and challenges and their solutions, shall be included in the transition file for the access of each respective position.

ARTICLE VII - VIRTUAL TASK LIBRARY

"Virtual TASK Library" (VTL) is the organization's library, where the books from the members, information, documents, news, www-sites and references from other resources are sorted, indexed and made public to every member of the association by the Chair of Public Relations. The members may request the Chair of Public Relations to add and share the benefits of the books they own to VTL list. All members have access to the books information and documents listed in VTL-list. The Chair of Public Relations is responsible from the circulation of the books and the other materials among members. The library also consists of written and recorded audio-visual scientific and artistic original contributions of TASK members for future dissemination.