

**THE CONSTITUTION OF  
MANTHAN-INDIAN STUDENTS ASSOCIATION  
AT THE UNIVERSITY OF TENNESSEE – KNOXVILLE**

Drafted by  
Guru Venkatesan  
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Edited by  
Athmanathan Senthilnathan  
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## **ARTICLE I (NAME)**

### **CLAUSE 1:**

\_This organization shall be known as MANTHAN – INDIAN STUDENTS ASSOCIATION at University of Tennessee-Knoxville and hereinafter referred to as ‘MANTHAN’ in this Constitution and its Bylaws.

## **ARTICLE II (MISSION)**

### **CLAUSE 1:**

\_MANTHAN shall abide by Federal, State, City, University nondiscrimination laws and policies. It shall also abide by the regulations specified in the University of Tennessee-Knoxville Student Organization Handbook.

\_MANTHAN shall be a non-profit, non-political, non-religious organization formed to carry out its mission as listed in CLAUSE 2 of ARTICLE II of this Constitution.

### **CLAUSE 2:**

\_The mission of MANTHAN shall be as follows :

- a. Providing support to Indian students, particularly to those new to the University in adjusting to the Knoxville campus and lifestyle.
- b. Promoting Indian culture at the University of Tennessee-Knoxville campus through art and cultural events and by celebrating Indian festivals.
- c. Collaborating with voluntary, charitable and other student organizations on campus for social and multicultural activities.
- d. Maintain ties with the Indian community in and around Knoxville.

## **ARTICLE III (MEMBERSHIP)**

### **CLAUSE 1:**

\_Membership is open to all students, and faculty/staff members where appropriate, regardless of race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.

### **CLAUSE 2:**

\_Membership to MANTHAN may not be denied to anyone who are eligible according to CLAUSE 1 of this ARTICLE.

## **ARTICLE IV (CORE WORKING GROUP)**

### **CLAUSE 1:**

\_ MANTHAN shall be governed by a CORE WORKING GROUP hereinafter referred to as the 'CWG' in this Constitution and its Bylaws

### **CLAUSE 2:**

\_The CWG shall comprise of a maximum of 20 members

### **CLAUSE 3:**

\_The Executive Committee of the CWG shall comprise of

- a. A President
- b. A Vice President
- c. Secretary
- d. Treasurer
- e. Event Coordinator

### **CLAUSE 4:**

\_Any member of MANTHAN who is also a student at University of Tennessee-Knoxville is eligible to become a member of the CWG and shall be appointed by the Executive Committee.

### **CLAUSE 5:**

\_Any student member who has actively served on the CWG for a period of not less than six months can be self-nominated to become the member of the Executive Committee.

### **CLAUSE 6:**

\_The CWG shall meet monthly during its term to act upon matters related to MANTHAN. This meeting shall hereinafter be referred to as BOARD MEETING.

\_Each member of the CWG has to attend a minimum of 4 Board Meetings held each term.

\_Any MANTHAN member can attend a board meeting and present their views.

CLAUSE 8:

\_The members of the CWG for the next academic year shall be elected each year by the CWG of MANTHAN for a period of 1 year according to the terms of this Constitution and its Bylaws.

\_The elections for the CWG shall be held every year at the end of the summer semester during a board meeting.

\_The President of MANTHAN would call for nominations for the positions in the CWG from the Board via e-mail two weeks prior to the election date.

\_Executive members can be a non-CWG member only when CLAUSE 5 of this ARTICLE is not satisfied

\_Recruiting of the upcoming CWG can be based on voting (electronic or conventional) done by the current CWG.

**ARTICLE VI (REPLACEMENT OF CORE WORKING GROUP MEMBER)**

CLAUSE 1:

\_If the CWG determines that one (1) or more members of the CWG has violated one or more of the procedures set forth in this Constitution and its Bylaws or that one (1) or more members of the CWG has been acting against the interests of MANTHAN, they may choose to initiate dismissal procedures against one (1) or more of the members of the CWG as described in CLAUSE 2 of this ARTICLE.

CLAUSE 2:

\_To effect the dismissal of one (1) or more members of the CWG, the CWG shall call a board meeting. At this meeting, justification for the decision to seek the dismissal of one (1) or more members of the CWG shall be provided. If a member in the CWG facing dismissal is not in agreement, he/she shall be given an opportunity to address the members of CWG.

\_Informed absence is acceptable.

\_The members of the CWG shall then vote in favor of or against the dismissal of each member of the CWG facing dismissal. A CWG member is dismissed if two thirds (2/3) of the total members in the CWG vote in favor of the dismissal of that CWG member. The member(s) of CWG facing dismissal may not vote in a meeting called to initiate dismissal action against him/her.

CLAUSE 3:

\_If a member of the CWG decides to quit the CWG, he/she can be replaced with a current member of MANTHAN by the President.

**ARTICLE VII (AMENDMENT TO THE CONSTITUTION AND ITS BYLAWS)**

**CLAUSE 1**

\_Any MANTHAN member can propose changes to this Constitution and its Bylaws by informing a member of the CWG.

\_The member of the CWG shall present the proposed changes at a board meeting for discussion.

**CLAUSE 2**

\_Amendments to the Bylaws shall be made only during the board meeting if two thirds (2/3) of the total members in the CWG agree.

\_Amendments to this Constitution and its Bylaws shall be approved only if the proposed changes are accepted by two thirds (2/3) of the total members in the CWG.

**ARTICLE VIII (FINANCIAL STATEMENT)**

**CLAUSE 2**

\_MANTHAN wishes to designate funds to the University of Tennessee, should the organization become inactive.

**BYLAWS TO THE CONSTITUTION  
OF MANTHAN-INDIAN STUDENTS ASSOCIATION  
AT THE UNIVERSITY OF TENNESSEE-KNOXVILLE**

**ARTICLE I (MEMBERSHIP INFORMATION)**

**CLAUSE 1:**

\_The members of MANTHAN shall be bound by this Constitution and its Bylaws.

**CLAUSE 2:**

\_Any MANTHAN member shall have access to this Constitution and its Bylaws at MANTHAN website.

**ARTICLE II (THE EXECUTIVE COMMITTEE)**

**CLAUSE 1:**

\_The President shall be in charge of the overall coordination of all matters pertaining to MANTHAN.

\_The President shall ensure that the goals of the organisation are achieved through various events and activities.

\_The President shall ensure that there is no violation of university/organisation regulations by any member of the CWG.

\_The President shall ensure that the constitution is amended, if required.

\_The President and the Vice-President shall be responsible for having MANTHAN registered with the Office of Dean of Students/ Center for Student Engagement of the University of Tennessee-Knoxville.

\_The President and the Vice-President shall be responsible for applying for the SPAC funding.

\_The President and the Vice-President shall be the official channel of communication for the organisation.

\_The Vice-President shall be the acting President in absence of the President

**CLAUSE 2:**

\_The Secretary shall primarily handle all the correspondence and maintenance of all the non-financial records pertaining to MANTHAN including the minutes of all the Core Working Group and Board meetings.

\_In the event that the Secretary cannot attend such a meeting, one of the other members of the CWG shall record the minutes.

\_The Secretary shall be responsible for coordinating the transportation for every event.

\_The Secretary shall be responsible for keeping an account of MANTHAN inventory.

\_The Secretary will collect feedback regarding the functioning of MANTHAN and events conducted by MANTHAN.

**CLAUSE 3:**

\_The Treasurer shall keep an account spreadsheet in which he/she should record all the incomes and expenses involving MANTHAN, along with detailed explanations.

\_The Treasurer reserves the right to not disclose the username/password of the bank account that is associated with MANTHAN.

\_The Treasurer shall prepare a statement of revenues and expenses at the end of his/her term.

\_The Treasurer must reimburse the amount spent by CWG or other members for MANTHAN associated events. This should be done after careful run-through of the receipts if any.

\_The Treasurer shall prepare an estimated budget for each event along with the President, Event manager and Event coordinators.

\_The Treasurer shall make attempts to bring in sponsorship from outside sources for the benefit of MANTHAN.

#### CLAUSE 4:

\_The Event Manager shall be responsible for keeping track of event participation deadlines.

\_The Event Manager shall be responsible for the activities, decorations and volunteer roles for all events.

\_The Event Manager shall make an effort to introduce sustainable events keeping in mind the goals of MANTHAN.

#### CLAUSE 5:

\_The Event Coordinators shall assist the Event Manager in organizing every event.

\_The Event Coordinators shall be in charge of an event in the absence of the Event Manager.

#### CLAUSE 6:

\_The Food Coordinator shall be responsible for the preparation of the food for every event, if required.

\_The Food Coordinator shall be responsible for purchasing the materials for cooking, along with the Treasurer.

\_In the case of an event where MANTHAN team does not cook, the Food Coordinator will be in charge of the purchase of the food from an outside source.

#### CLAUSE 7:

\_The Executive Members shall be responsible for the artistic requirements of an event.

\_The Executive Members shall be responsible for bringing in participation for events.

\_The Executive Members shall be key in redesigning the Handbook every semester for the benefit of the incoming students.

\_The Executive Members shall assist other committee members fulfill their responsibilities.

#### CLAUSE 8:

\_On all the operational matters pertaining to MANTHAN, the decision of the Executive Committee shall be final.