

Chin Education Services (Amazon) Co., Ltd.
Amazon Private School
Bylaws of Student Association

Preamble

We believe that students need to be trained in freedom of association, collaboration and leadership skills from a very early year of age possible so that they can be expected to become tomorrow leaders. Hence, the Student Association of Amazon is formed according to the Bylaws enacted by the Board of School.

Article I: Name

Section 1. The name of the student association shall be the “Student Association of Amazon Private School.”

Section 2. The name of these bylaws shall be the “Bylaws of the Student Association of Amazon Private School.”

Article II: Purpose

It shall be the purpose of this association to

1. Provide an opportunity for all students to have a voice in the school’s life, as well as gaining vital leadership and community experience, through participation in the Student Association.
2. Represent all students and actively advance their best interests psychologically, intellectually, physically, professionally, and socially.
3. Promote joint cooperation between students, alumni, faculty, staff, and administration by developing an open channel of communication and creating an atmosphere of collegiality as we build the future of Christian Theological Seminary together.
4. Create an efficient and sustainable associational structure in order to ensure the ongoing fulfillment of these purposes from year to year and class to class.
5. Provide a variety of educational experiences that will encourage association members to broaden their knowledge of and increase their enthusiasm for their chosen occupational areas (i.e. occupational related field trips, seminars, etc.).
6. Provide opportunities for members to participate in conferences that relate to the association’s occupational area.
7. Provide opportunities for social interaction among association members.
8. Assist students to increase their knowledge of and skill in functioning in a leadership position (i.e. planning, delegating, decision making).
9. Assist students to increase their knowledge of and skill in functioning as a group member (i.e. cooperation, reaching consensus).
10. Assist students to develop a more positive and realistic attitude toward themselves, their peers and the college.
11. Promote community awareness and responsibility through professional conferences, chapter activities, and school and community improvement projects.

Article III: Creation and Membership

Section 1. The Association shall be created in the first Students-Teachers Conference usually held in July.

Section 2. Membership in the association is open to any currently enrolled Amazon Private School student. Members will have voting rights and may serve as officers in the association.

Section 3. Former students, other members of the campus community and community members may participate in the club, but may not hold office or vote.

Section 4. As it is the policy of the School, eligibility for membership or appointed or elected student officer positions may not be limited on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability. The association shall have no rules or policies that discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability.

Section 5. The association shall not haze any prospective member for the purpose of admission into or affiliation with the association. Members of the association are free to leave or dissociate without fear of retribution or harassment.

Article IV: Discipline of Members

Section 1. All members of the Students Association are expected to uphold the rules and regulations of the School's students' code of conduct and adhere to the policies and procedures set for in these bylaws.

Section 2. Members that violate the Student Code of Conduct and Student Association policies may face disciplinary action. In case of any violation, the following procedures apply:

- a. When a member believes that another member has engaged in conduct that is detrimental to the association, a conversation should be held with either the School Adviser or the Director of Student Life.
- b. If warranted, a written charge may be filed with the Director of Student Life. The Director of Student Life shall review the charge(s) and may conduct a preliminary investigation if deemed appropriate. If the preliminary investigation concludes that misconduct appears to have occurred, the Director of Student Life work with the Student Council to determine if any sanctions are warranted. Possible sanctions may include expulsion, suspension, or lesser sanction(s) including, but not limited to, a reprimand, removal from office, a fine or other corrective remedies.

Article V: Student Council

The Student Council shall operate under the authority of the Students Association.

- a. The Student Council shall consist of the elected and appointed officers, with the advisor(s) serving as non-voting member(s).
- b. The Student Council shall have general supervision of the affairs of the association between meetings and is authorized to take action when action must be taken prior to the next meeting.
- c. The Student Council shall report to the membership all actions taken between meetings. Except when it is too late to do so (such as when a contract has been executed), any actions taken by the Student Council may be rescinded or modified by the membership by a majority vote.
- d. The officers of the association have the power to administer and enforce the constitution and bylaws of the association.

Article VI: Officers

Section 1. Titles

The association shall have a President, Vice President, Secretary and Treasurer. These officers comprise the Student Council.

Section 2. Qualifications

All officers must be currently enrolled students, carrying a minimum of three credits and members of the association.

Section 3. Term of Office

The term of office shall be from election until the end of the academic year in June. A student may serve as an officer for no more than two terms.

Section 4. Election

Election of officers shall be held annually. No less than two weeks notice shall be given before the election meeting. Nominations shall be initiated from the floor. Candidates must accept the nomination and speak about their qualifications for serving as an officer. Elections will be done by a ballot. The person receiving majority vote will be elected.

Section 5. Resignation

An officer advisor may resign by submitting a letter to the Advisor.

Section 6. Removal of Officers

Any officer who fails to fulfill the responsibilities, duties, and/or minimum qualification of the position, engages in abuse of power of office, engages in behavior and conduct unbecoming of an officer/student leader may be removed as an officer by a unanimous vote of the other members of the Student Council. Any officer removed may appeal to the general membership. Said officer shall be considered reinstated with two-thirds approval of the membership.

Section 7. Vacancy

A vacancy shall be declared when an officer leaves the institution, resigns or is removed from office. Any vacancy which may occur in an office shall be filled by appointment by the president of the association pending ratification at the next group business meeting.

Article VII: Duties of Officers

1. The President:

- a. The president shall be the chief executive officer
- b. The president shall appoint all committee chairpersons
- c. The president, with approval of the Student Council, directs the budget

2. The Vice President:

- a. The vice president shall be the parliamentarian for the association.
- b. The vice president shall assume the duties of the president should the office become vacant, or in the absence of the president.
- c. The vice president will keep and have available current copies of the constitution and bylaws.

3. The Secretary:

- a. The secretary shall be responsible for keeping the minutes of all meetings and the meetings of the Student Council.
- b. The secretary will provide a copy of the minutes for each officer and keep a master file.
- c. The secretary shall maintain a complete and accurate account of attendance and membership status.

4. Treasurer:

- a. The treasurer shall keep a current record of all financial transactions.

- b. The treasurer shall develop quarterly reports containing a list of all receipts and disbursements and distribute them among the membership.
- c. The treasurer will be responsible for checking the accuracy of all bills and invoices and paying them correctly and on time.

Article VIII: Advisor

Section 1. Eligibility

The advisor to the association shall be a full time employee at Umpqua Community College. A part-time faculty member may serve as an advisor to the association upon approval of the faculty member's supervisor. The advisor will be a nonvoting member of the association.

Section 2. Selection

The association is free to select any eligible academic staff to serve as the advisor to the association. Upon selection, the advisor must be approved by the Director for Student Life.

Section 3. Term of Service

The advisor shall be confirmed yearly by the general membership of the association. Should the association chose not to confirm the advisor, the association must select another employee to serve as the advisor and have the advisor approved by the Director for Student Life. The advisor may resign by submitting a letter to the Director for Student Life if prior to yearly confirmation or by asking to have his/her name withdrawn from confirmation.

Section 4. Duties of Advisor:

- a. The advisor shall assist the group in their execution of roles and responsibilities.
- b. The advisor shall provide feedback to the association regarding its operation and functioning.
- c. The advisor shall serve as a resource.
- d. The advisor should provide advice upon request, and also should share knowledge, expertise, and experience with the group.

Article IX: Voting

Section 1. Eligibility

Each member in good standing may vote.

Section 2. Quorum

Quorum in a general meeting of the association shall constitute a minimum of three officers and five members.

Section 3. Proxy voting

Members are allowed to vote on the business of the association by submitting a vote in writing to the President. The proxy must state the name of the voter, the business for which the member is voting and if the member is voting in support of, against or abstaining.

Article X: Committees

Section 1. Establishment

The Student Council may establish both standing and special committees. Members shall be appointed by the President subject to ratification by the association during a regular business meeting.

Section 2. Responsibilities

The purpose and duties of the committees shall be defined by the Student Council.

Article XI: Finances

Section 1. On-Campus Account

The association shall be assigned a budget code for revenues and expenses by the college. The association shall not maintain an off-campus account.

Section 2. Fiscal Year

The fiscal year of the association shall be from April 1 to May 31.

Section 3. Dues

The association has the option of charging quarterly or yearly dues, which shall be collected upon active membership in the association. The amount of dues shall be determined each year by the association's officers. The amount set for dues shall not unduly prohibit students from joining the association and waivers or scholarships shall be offered by the association for members who are unable to afford the dues.

Section 4. Revenues

The association may generate revenues through fund-raising activities approved by the Director for Student Life. Appropriate accounting procedures shall conform to college and state policy.

Section 5. Expenditures

The association may make expenditures with the approval of the association treasurer and advisor. Expenditures shall conform to college and state policy.

Article XII: Meetings

Section 1. Open Public Meetings

All meetings of the association and its committees shall be open and public, and all persons shall be permitted to attend any meetings except as otherwise provided in ORS 192.610 to 192.690.

Section 2. Notice of Regular Meetings

At least 3 days notice shall be given for each regular business meeting.

Section 3. Special Meetings

Special or emergency meetings may be called with at least 24 hours notice by the Student Council.

Section 4. Structure

The meetings shall include a quorum, order of business, and disposition of the minutes.

Article XIII: Parliamentary Procedure

Section 1. Roberts Rules of Order

The rules of Parliamentary Procedure as contained in Robert's Rules of Order, Newly Revised, shall be a guideline for the association in all cases to which they are applicable and not inconsistent with the Constitution or any special rules of order as determined by the Student Council.

Section 2. Suspension of Rules

The rules may be suspended by two-thirds vote of the present membership.

Section 3. Agenda Items

- a. All items for discussion and decision shall be submitted to the Council Chair seven (7) working days before the meeting.
- b. The Council Chair shall place the motions in order of importance. Importance shall be determined by how relevant to the student experience the motion is and the time scale involved for the motion to be completed.
- c. All motions shall require the proposal of at least two (2) full Union members. These shall be known as the proposer and the seconder.

Section 4. Voting in Students' Council

- a. Should the need for a vote arise the Chair of Council shall call for a simple show of hands
- b. The order for voting shall be:
 - i. Those in favor
 - ii. Those against
 - iii. Any abstentions
- c. The results of all votes shall be publicized along with the minutes.
- d. Any member may contest the vote and can ask for another round of speeches and another vote as long as the proposal for such an action receives approval from over 50% of Council.

Article XIV: Impeachment

Any member may initiate officer removal by the following procedure:

- a. Petition Executive Board with signatures of 1/3 of all voting members petition should state reason for removal.
- b. Executive Board shall then notify officers and call for removal vote within fourteen days of the filing of the petition.
- c. Memberships shall be notified at least one week prior to removal vote meeting.
- d. At the meeting for removal, the petition's stated grievances shall be made public and the officer charged shall be allowed to respond to the charges of the petition.
- e. Removal from office shall require a vote of 2/3 of all voting members.

Article XV: Interpretation

The interpretation of these Bylaws shall be the responsibility of the association's President, with advice from the Advisor. Initial appeals to interpretation will be made to the Student Council. Appeals may be made to the Director for Student Life and subsequently to the Campus Principal.

Any interpretation of these Bylaws shall be made with the view of its basic principles, which are to increase and foster student responsibility, interest, and participation in the activities and programs of the association.

Article XVI: Dissolution

Upon the dissolution of the Association for any reason, all work, funds, and property controlled by the association will be transferred to the Board of School.

Article XVII: Amendments

Amendments to the Constitution must be presented two weeks prior to the ratification vote and may be initiated by any officers or members of the association. Amendments must be approved by three-fourths (3/4) vote of the Student Council and ratified by a simple majority vote of the member

students. Amendments to any article or section of the Constitution shall render each and every previously recognized corresponding article or section null and void.

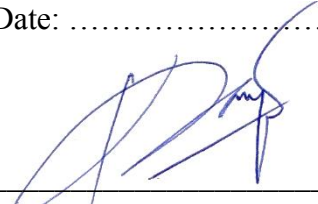
Article XVIII: Adoption and Implementation

The Constitution shall be implemented upon its adoption by a majority vote of the Association.

Certificate

This is to certify that the foregoing is a true and correct copy of the Bylaws of the Company named in the title thereto and that such Bylaws were duly adopted by the Student Association of the School on the date set forth below.

Date:



Managing Director