

Rīga Stradiņš University

International Students' Association's

Articles of Association

The Articles of association prescribe the activities of the Rīga Stradiņš University (hereinafter - RSU) International Student Association (hereinafter – ISA). The Articles shall present the common definitions used within the organization, the eligibility of membership, the finances, the operating principles, and the suborganizations under the ISA.

1. General Provisions

- 1.1. The “RSU International Students’ Association” (hereinafter- ISA) and its abbreviation “RSU ISA” shall be used as the name of the organization at the discretion of the users.
- 1.2. ISA is established by and affiliated with the Rīgas Stradiņa universitātes Studējošo pašpārvalde (hereinafter - RSU SU) and acts autonomously but in harmony with its bylaws and governing documents.
- 1.3. The ISA is a recognized student organization at Rīga Stradiņš University (hereinafter – RSU) and adheres to all campus policies. When representing ISA, members must behave in accordance with RSU Code of Ethics.
- 1.4. In pursuit of their goals, the ISA may cooperate with the Latvian public administration and its authorities, with scientific, public, political, and social organizations, as well as all recognized student organizations at RSU.
- 1.5. ISA has its own symbol and seal, approved by the RSU SU Council.
- 1.6. Terms used:
 - 1.6.1. International Students: Students under the responsibility of the International Student Department and exchange students under the responsibility of the Erasmus office.
 - 1.6.2. Executive Board: International students elected into positions specified below for the functions described in “Job Descriptions”.
 - 1.6.3. Activist

- 1.6.3.1. An activist is a member, who wishes to assist in an ISA project, event or activity, but has no position on the Executive Board.
- 1.6.3.2. An activist works in an ad-hoc committee, chaired by an ISA Executive Board Member.
- 1.7. The purpose of this organization is to represent, serve, and help improve the life of International Students (hereinafter – students) at RSU. The following are explorations into its purposes:
 - 1.7.1. Implement and maintain efforts to facilitate the integration of students into the RSU community.
 - 1.7.2. Further the interests of the students at RSU in promoting cross-cultural competence through the organization of cultural social events and cultural education demonstrations
 - 1.7.3. To organize and coordinate student centered academic activities.
 - 1.7.4. To improve the quality in higher education at RSU to the best of its abilities.
 - 1.7.5. To promote constructive collaboration among students, staff, organizations, and other entities at RSU.
 - 1.7.6. To provide information on, offer advice to, and pass on to the appropriate entities, academic questions or concerns brought forward by students.
 - 1.7.7. Represent the opinions and interests of the international students in social, cultural, and academic matters at RSU.
 - 1.7.8. To provide information about the availability of scientific work, research programs, and workshops.
 - 1.7.9. To work with the RSU SU Board to improve the students' social well-being, sense of democracy and respect for individual initiative, students' self-esteem and personal development, healthy lifestyle, and youth civic integration and participation in society.
- 1.8. The ISA is established for an indefinite period.

2. Membership

- 2.1. Membership in the organization shall be open to RSU students regularly enrolled under the responsibility of the International Student Department and exchange students under the responsibility of the Erasmus Office.
- 2.2. Honorary membership may be bestowed upon former RSU students who do not meet the above criteria. Honorary members shall have all membership privileges, except that they may not vote or run for Executive Board Positions.
- 2.3. Non-RSU students may participate in and attend events and other activities, but do not have the right to vote or hold office.
- 2.4. Eligibility for membership may not be limited on the basis of race, religion, national origin, ethnicity, skin color, age, gender, marital status, citizenship, sexual orientation, or disability.
- 2.5. Membership to the organization is free of charge.

3. Executive Board

- 3.1. The executive board shall only consist of the elected and appointed persons.
- 3.2. The executive board shall assume work in the January after elections, and shall serve until the end of the following year.
- 3.3. Positions
 - 3.3.1. President
 - 3.3.2. Vice President
 - 3.3.3. Treasurer
 - 3.3.4. Head of Academic Affairs
 - 3.3.4.1. Assistant to the Head of Academic Affairs
 - 3.3.5. Public Relations Officer
 - 3.3.6. Internal Collaborations & Human Resources Officer
 - 3.3.7. Medical Science Director

3.3.7.1. Assistant to the Medical Science Director

3.3.8. Liaison Officer

3.3.9. Head of Integration and Sports

3.3.9.1. Assistant to the Head of Integration and Sports

3.4. It is advisable that the positions that need to be filled, as a minimum, are; the President, the Head of Academic Affairs, and the Head of Integration and Sports.

3.5. The Executive Board reserves the right to recruit “activists” to assist with projects.

3.6. Every executive board position is described in the document “Work descriptions “ Job descriptions

4. Selection of Officers

4.1. The election is to be held, approximately, by the second week of the month of November. The invitation is open to all students and shall be sent to the students no later than 2 weeks before the elections.

4.2. Further details regarding the elections are further specified in the “RSU ISA Election Regulations”.

5. Rights and obligations of officers

5.1. The right and obligations of each officer and their relevant assistances are present in their relevant Work Description documents.

6. Board meetings

6.1. Board meetings are to be held at a minimum of two times a month during the academic year.

6.2. All members of the ISA are allowed to attend and participate within the board meetings.

6.3. The executive board reserves the right to forbid attendance of disruptive members, as well as call for a closed section of the meeting.

- 6.4. Special meetings may be called by the President or a majority of the Executive Board. All members must be given a minimum of 24 hours' notice prior to the meeting time.
- 6.5. Absentee or proxy voting during meetings is permitted when an electronic communication platform is utilized.
- 6.6. Meetings must be protocolled.
 - 6.6.1. Protocols, upon request, shall be made available to all RSU students and be sent to RSU SU Board.
 - 6.6.2. Board meeting protocols are available to all RSU students through ISA website and monthly newsletter.
- 6.7. Attendance of board members:
 - 6.7.1. Absence to the board meeting shall be told prior to meeting no later than 24 hours before the start, except in cases out of the members control.
 - 6.7.2. At least 70% of Board meetings need to be attended by each Executive Board member for them to be eligible for an End-of-the-Year Certificate, unless otherwise agreed upon with the President.
- 6.8. The meeting agenda is published no later than 3 days prior the board meeting.

7. Committee and other organizations

- 7.1. The following organizations are suborganizations to ISA:
 - 7.1.1. National Societies
 - 7.1.1.1. Further clarification on the definition of National Societies, their rights and obligations can be found in "National Societies United Statutes"
 - 7.1.1.2. ISA will be responsible for keeping an updated list on the National Societies as defined within their regulatory document.
 - 7.1.2. Academic Societies

7.1.2.1. Further clarification on the definition of Academic Societies, their rights and obligations can be found in “Academic Societies United Statutes”

7.1.2.2. ISA will be responsible for keeping an updated list on the Academic Societies as defined within their regulatory document.

7.1.3. Social Societies

7.1.3.1. Further clarification on the definition of Social Societies, their rights and obligations can be found in “Social Societies United Statutes”

7.1.3.2. ISA will be responsible for keeping an updated list on the Social Societies as defined within their regulatory document.

7.1.4. Sport groups

7.1.4.1. Further clarification on the definition of Social Societies and, their rights and obligations can be found in “Sports Group United Statutes”

7.1.4.2. ISA will be responsible for keeping an updated list on the Sports Groups as defined within their regulatory document.

7.1.5. Ad hoc committees

7.1.5.1. ISA shall appoint temporary standing and ad hoc committees with special tasks as may be necessary to carry out the work of the organization

7.1.5.2. The member of the ISA board, who established the ad hoc committee or standing committee, may chair that committee.

7.1.5.3. Other members of the ad hoc committee that are students of RSU may chair the committee in the event of previous chair being absent

7.2. The executive board reserves the right to establish collaborations with external organizations, provided that they are to the benefit of the student population.

8. Finances

- 8.1. The budget for the ISA must be voted upon in a board meeting.
- 8.2. The executive board of ISA shall propose its annual budget to the RSU Student Council for further approval.
- 8.3. Other organizations under ISA have the right to request funds with a proposed budget
 - 8.3.1. Their budget must be submitted no later than two weeks before the budget of ISA is voted upon by the executive board.
 - 8.3.2. External collaborators cannot seek funding from ISA.
- 8.4. The budget shall not be used for the purchase or reimbursement of alcoholic beverages, tobacco products or illegal substances.
- 8.5. The ISA is allowed to accept donations with prior permission from the Student Council.

9. Order of Dissolution

- 9.1. The dissolution of the ISA can be achieved by three paths:
 - 9.1.1. A petition initiated by the members of the ISA and signed by one-third of all members submitted to the RSU SU Board.
 - 9.1.1.1. A notice must be sent forward to the executive board no later than two weeks before a dedicated meeting.
 - 9.1.1.2. The executive board will then aim to strategize their future and defend themselves in a meeting with the RSU SU Council.
 - 9.1.1.3. A two-thirds vote by the RSU SU Council is required to dissolve the organization
 - 9.1.2. An initiative by the RSU SU Council based on the organization's non-fulfilment of point 1.7.
 - 9.1.2.1. A notice should be issued to the executive board no later than 10 working days before a dedicated meeting.
 - 9.1.2.2. The executive board will then aim to strategize their future and defend themselves in a meeting with the RSU SU Council.

9.1.2.3. An absolute majority of the RSU SU Council is required to dissolve the organization.

10. Amendments and standing rules

10.1. Amendments may be suggested by the members of the ISA to the executive board for further consideration.

10.2. The executive board will present the amendment to the RSU SU Council, after a vote of simple majority in a board meeting, for final approval.

10.3. The ISA may establish standing rules to govern administrative and procedural matters, which shall not conflict with the articles of association mentioned above.

10.4. Standing rules are adopted, amended, or temporarily suspended by a simple majority of the Executive Board.

President of RSU ISA Board

Mohamed Naleef Ahamed
Mazhar

Vice President of RSU ISA Board

Anna Leonova

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