ARTICLE 1. THE PURPOSE/MISSION OF WISA

The Wisconsin International Students Association (WISA) was established in Summer 2003. Our primary mission has always been to promote and improve the awareness of global culture to the students in University of Wisconsin-Madison as well as the community around Madison.

The Wisconsin International Students Association (WISA) also strives to act as an advocacy group for international students on campus and the various issues they face navigating student life at the University of Wisconsin-Madison.

The Wisconsin International Students Association (WISA) will also aim at providing a social community for students at the University of Wisconsin-Madison.

ARTICLE 2. GENERAL MEMBERSHIP

Interested members of UW-Madison must request for membership on the Wisconsin International Students Association (WISA) page via win.wisc.edu. Students can similarly reach out to WISA's Board to request membership. No membership fees are required. Anyone who is officially associated with the University of Wisconsin-Madison and is interested in furthering the purpose of WISA shall be eligible for regular membership. Students have to attend one WISA event and one WISA meeting to be recognized as official WISA general members.

ARTICLE 3. DECISION MAKING

Decisions about the club and the events the club will hold will be made with a voting process by the WISA Board. The majority of the votes will be the decision that the club undertakes. Some of the decisions that the WISA Board are but are not limited to:

- Organization funds
- Organization meeting times
- Organization events
- Organization external partnerships

General members will have the opportunity to appeal decisions made by the board during general meetings. If an appeal is made, a vote of the general membership will determine if the board’s decision will stand.

ARTICLE 4: WISA BOARD MEMBERSHIP AND SELECTION
Anyone who is officially elected and appointed by the majority vote of general WISA members to serve as a representative on the council of the organization. However, leaders must be current University of Wisconsin-Madison students enrolled in at least ½ time.

SECTION I: Elections

Board elections will be held at the end of the spring semester of every academic year during the second to last meeting of that semester.

Elections will be conducted and held by the outgoing WISA board.

SECTION II: Duties of the Board Members

a) President
   - Shall be the head of the WISA board and providing leadership to the board’s work
   - Serve on the Vice Chancellor for Student Affairs Cabinet of Student Leaders.
   - Create positive external relationships with other organizations and act as the public face of the organization.
   - Draft and send out board meeting agendas: call on and preside over board and general meetings.

b) Vice President
   - Coordinate with WISA’s President to provide leadership to the board and organization.
   - Serve as the organization’s President when necessary eg. absence of the President.
   - After consulting with the general membership, advocate for the needs of international students on campus.

c) Secretary
   - Be in charge of the paperwork of the board i.e constitution, meeting minutes, records, database.
   - Write official correspondence with the consultation and approval of the board, to external parties e.g. letters, invitations, proposals, op-eds.
   - Keep the WISA WIN page up-to-date.

d) Treasurer
- Held accountable for the finances of the Wisconsin International Students Assoc.
- Approve the expenditure of the organization’s funds.
- Be in charge of bookkeeping: keep a tab and receipts of all transactions made on behalf of the organization.
- Be in charge of grant applications for the organization.
- Provide a financial report to the organization at the end of every semester.

**e) Social and Outreach Coordinator**

- Organize activities and events for the organization.
- In charge of programming for the organization.
- Work with the board to identify ways to collaborate and work with external partners and organizations
- Responsible for maintaining social media presence for WISA and updating event information on WIN.

**ARTICLE 5. MEETING SCHEDULE**

The meeting schedule and frequency of the organization will be determined by the board during the first board meeting of every semester.

**ARTICLE 6. ADDENDUM**

Changes of any sort to this constitution are to be solely administered by the board members of WISA with the consultation of the general WISA members. Any constitutional amendments will be made after a majority vote by the WISA board. The constitution will be reviewed on an annual basis at a general meeting.