

CONSTITUTION

OF



GHANAIAN STUDENTS IN KOREA AND ASSOCIATES

2019 (REVISED)

ARRANGEMENT OF ARTICLES
PAGE

PREAMBLE

ii

ARTICLE

1. Name	1
2. Supremacy and Enforcement of the Constitution	1
3. Functions & Objectives	1
4. Membership	2
5. The Executive Committee	4
6. The Regions	8
7. Elections	8
8. The Committees	12
9. The Election Committee	12
10. Adhoc Committees	13
11. Meetings	14
12. Academic Conferences	15
13. Finances	15
14. Signatories to GHASKA Account	16
15. Honoraria	17
16. Amendments	17
Schedules	18

PREAMBLE

We the members of the Ghanaian Students in Korea and Associates,

DETERMINED to promote the highest and best of human qualities; materially and spiritually

DESIROUS to foster solidarity and fraternity amongst other institutions;

RESOLVED to abide by democratic principles and the rule of Law;

DO HEREBY ADOPT, ENACT AND BIND OURSELVES AND OUR
SUCCESSORS TO THIS CONSTITUTION

Article 1:

The Name and Motto of the Association

- I.** The Association shall be known as the **Ghana Students in Korea and Associates**, hereinafter referred to as **GHASKA**.
- II.** The motto of the association shall be “**United for Development**”.

Article 2:

Supremacy and Enforcement of the Constitution

- I.** This Constitution shall be the supreme Law for the governance of the Ghana Students in Korea and Associates (GHASKA).
- II.** Notwithstanding any provision to the contrary, this Constitution shall be subjected to the Constitution of the Republic of Ghana.
- III.** Any member alleging that an act of commission or omission of any person or group of persons is in contravention of any provisions of this Constitution may apply to the **Secretary** for an order or a declaration to that effect.

Article 3:

Functions and Objectives

- I.** The function of GHASKA shall be to foster the spirit of patriotism among its members, to develop a network of leaders through experience and innovation, and to promote the betterment of Ghana.

II. The Objectives of GHASKA shall be;

- To strengthen unity and patriotism among its members, promoting and preserving the sovereignty and integrity of Ghana.
- To foster cooperation among members irrespective of their differences and share ideas intellectually.
- To socially provide a united front for advocacy on issues of development, protection and welfare.
- To establish strong bonds and liaise with the government and institutions in Korea for developmental activities and programs in Ghana.

III. For the purpose of achieving the objectives, GHASKA shall organize

- Meetings
- Seminars
- Workshops
- Conferences
- Fundraising
- Volunteering activities
- Entertainment
- And such other activities as are necessary to fulfil the aims and objectives of GHASKA

Article 4:

Membership

(a) The association shall be made up of;

- (i)** Advisory Board, which shall consist of the diplomatic mission at the

Ghanaian embassy in Korea.

(ii) Patrons and Matrons, which shall consist of distinguished men and women such as Professors, Businessmen or the Clergy who have vast experience in their respective fields and are willing to support the development of Ghana.

(iii) Executive members

- The elected Executive members shall be the President, Vice president, Secretary, Treasurer and Organizing Secretary.
- The appointed Executive members shall be the Assistant secretary, who shall be appointed by the elected Executive members from among themselves, and Regional representative.
- All Executive members must be residing in Korea.

(b) All Ghanaians in The Republic of Korea shall become substantive members of the Association.

(c) The Association shall have alumni and non-Ghanaians who are interested in the activities and ideas of GHASKA forming the associate membership.

(d) Pursuant to **article 4 (a) and (b)**, the substantive and associate members shall in writing apply to the Executive Committee to be considered for substantive or associate membership.

(e) The member of the association shall have the following duties

1. The Advisory Board shall offer guidance, advice and make recommendations to GHASKA.

2. Patrons and Matrons shall work closely with the Executive members to offer guidance and any form of support on issues within GHASKA.

3. Executive Members shall;

- i. Represent the association in all activities.
- ii. Make decisions in consultation with members.
- iii. Coordinate the activities of GHASKA.

4. Members and associate members shall;

- i. Respect and comply with the rules of the association without abuse of privileges.
- ii. Treat other members with respect and dignity.
- iii. Refrain from advocating any political and religious beliefs and keep the multi-cultural environment peaceful.
- iv. Pay their dues as specified by the Executive Committee or make contributions and donations in support of the activities and initiatives of GHASKA.
- v. Associate members shall neither have the voting right nor qualify to be elected as an executive of GHASKA.

Article 5:

The Executive Committee

- The President
- The Vice President

- The Secretary
- The Treasurer
- The Organizing Secretary

(a) The Executive Committee shall, unless otherwise stated:

- i. Be responsible for the day to day administration of GHASKA.
- ii. Have the power to appoint all committee chairpersons for approval by the General Assembly

(b) Executive meetings shall be convened by the General Secretary in consultation with the president.

(c) The quorum for an Executive Committee meeting is three (3).

(d) The Executive Committee shall have the sole authority over day-to-day administration of the association and members of the committee shall be individually responsible to the President.

(e) Members of the Executive Committee shall assume office after they have sworn the oaths of office which shall be administered by the Electoral Commissioner.

(f) Members of the Executive shall not hold any political positions during their tenure of office.

(g) They shall be elected by the substantive members of GHASKA in an organized general election

I. The President shall;

- 1. Be the official representative of GHASKA to any organization
- 2. Preside over all Executive Committee and General Assembly meetings with powers in compliance with the relevant provisions of this Constitution.

3. Be a signatory to the bank account(s) of this association.
4. Be the chief spokesperson of the association and lead all delegations of GHASKA to conferences both domestic and international. The President reserves the authority to appoint an officer to lead such a delegation on his/her behalf.
5. Deliver a report on the activities and program of the association to the General Assembly at the end of the administrative year.

II. The Vice President shall

1. Assist the President with the performance of his or her duty
2. Assume the duties of the President should the office become vacant, or in the absence of the President
3. Coordinate the affairs of committees formed by the association.
4. Assume such duties and responsibilities as requested by the President or the Executive members.

III. The Secretary shall;

1. Be the Secretary to the General Assembly and the Executive members.
2. Give notice of meetings and keep written records of all meetings in the form of minutes including attendance, business discussed and voted upon, and reports of committees.
3. Post minutes to attendees by a date no more than one week after the meeting.

4. Be responsible for the correspondence of GHASKA
5. Compile and keep an official list of all members of the general assembly
6. Assume the duties of the Vice President should the office become vacant,
or in the absence of the Vice President
7. Assume such duties and responsibilities as requested by the President or the
Executive members.

IV. The Treasurer shall;

1. Be responsible and accountable for the association's treasury.
2. Approve all disbursements from the association's accounts, including
reimbursements to members.
3. Render accounts to the members after the organization of an activity
4. Present end of year statement of accounts at meetings or at any time the general
members may deem it as necessary
5. Assume such responsibilities and duties as requested by the President or
Executive members.

V. The Organising Secretary shall;

1. Organize and coordinate all activities and events of GHASKA.
2. Inform all members of the upcoming events
3. Assume such responsibilities and duties as requested by the President or the
executive members.

4. Be responsible for the keeping and maintenance of assets of the association.

Article 6

Regions

- I.** The Executive members shall create a region which shall be made up of any institution, city or cities with five (5) or more members.
- II.** Regional representatives of GHASKA shall;
 1. Be appointed by the Executive members.
 2. Be responsible for the various meetings in the region they have been designated to.
 3. Act as organizers in the regions.
 4. Assist the treasurer in the collection of dues in their respective regions and account to the treasurer for the dues collected.
 5. Receive and mentor new Ghanaian students or scholars in their respective regions, and introduce them to the association.
 6. Coordinate association members in their respective regions in case of any events of the association.
 7. Select one Regional representative to serve as a non-voting Executive member.

Article 7

Elections

I. General information

Election of Executive members shall take place annually, during the fall semester, except for special elections that shall be held to cover any position left vacant in the Executive body.

1. Elections shall be by nominations and secret ballot at a general meeting
2. Voting by proxy shall be permitted after verification.
3. Executives shall be elected by a simple majority of votes cast.

II. The eligibility of members shall depend on the following

1. A person shall be eligible for nomination if:
 - They are a student
 - They have been a Member of GHASKA for not less than 3 months
 - They have at least one year stay left in South Korea.
2. A person shall not be qualified to be an Executive members if they
 - Have been adjudged or otherwise declared to have misappropriated funds or conducted themselves in such a manner as to cause depreciation in respect of loss or otherwise in any cash or property entrusted to him; or
 - Have been found by any committee of enquiry to be incompetent to hold any office or is person in respect of whom a committee or commission of enquiry has found that while holding any office he/she

has acquired assets unlawfully or defrauded or misused or abused his office; or

- Have once been removed from any student office at any tertiary institution.
3. Eligible nominees shall be members who are in good standing with the association as far as paying of periodic subscriptions are concerned
 4. Incumbent officers, who have not already served two terms, could be eligible for re- election.
 5. Any eligible member may nominate themselves or another member for any of the positions listed in Article 5.
 6. Nominated members shall have the right to accept or decline their nomination.

III. Nominations and Elections shall be conducted in the following manner

1. Nominations shall be through any channel provided by the Election Committee
2. Nominations shall begin twenty-eight (28) days to the Election Day and close one week (7day) to the Election Day.
3. In the event that there are no nominations for any of the positions, the current Executive members shall nominate at least 2 (two) persons in those positions
4. and all members shall accept these nominations.
5. All members of the association shall be eligible to vote

Each member shall choose 1(one) person per position. A winning person should have obtained a simple majority of the total votes cast.

In the event that there is only 1 (one) person running for a position, the person should attain at least 50% of the total votes cast. In the case where the candidate does not attain at least 50% of the votes cast, there shall be a re-run of the election. If the candidate does not get at least 50% in the re-run, another candidate shall be selected to be voted upon.

6. In the case where a position is vacant in the Executive body, one of the Executive members shall be nominated by the Executive body to temporarily oversee the duties of that office until a special election is held at the next general meeting.

IV. A person elected as an Executive member shall, hold office for one calendar year and then shall, hand over to newly elected Executive member on the same day that the elections are conducted, and results are released.

V. An Executive member shall be removed from office if found, in accordance with the provision of this article

1. To have acted in a manner which brings or is likely to bring the high office of President or Vice President, Secretary, Organizing Secretary or Treasurer into disrepute
2. To have conducted themselves in a manner which is prejudicial or inimical to the interest of the members of GHASKA
3. To have embezzled funds or recklessly handled the finance of GHASKA
4. To be highly ineffective or negligent in the discharge of their duties.

VI. An executive member shall not be removed unless

1. The person being removed has received not less than two written notifications of caution.
2. A committee has been instituted to give such a person a fair hearing.

VI. An eligible member supported by two others and by a two-thirds vote of GHASKA members during a general meeting, shall initiate the removal upon a motion.

Article 8

Committees

I. The Executive members shall constitute committees and appoint the members thereof, whenever deemed necessary to fulfil the vision and missions of GHASKA. Members of committee(s) shall be eligible members of the association. Such committees shall present their reports to the Executive body for further action.

II. The Executive members shall;

1. Define the goals of the Committee.
2. Appoint its membership.
3. Define the duration to achieve the specified goals.
4. Provide any resources to help the committee achieve its goals.

Article 9

The Election Committee

- I.** The Executive body shall appoint an Electoral Commissioner who shall form a three- member Elections Committee and present them to the Executive body for approval.
- II.** The Elections Committee shall conduct elections and organize the swearing in of the newly elected Executive members.
- III.** The tenure of the Elections Committee shall expire after conducting one successful general election.

Article 10

Adhoc Committee

Any member of GHASKA shall be eligible to serve on a committee provided his/her conduct has not given any reason for the members of ESA to doubt his/her integrity.

- Audit committee
- IT committee

(a) Audit Committee

- I.** There shall be constituted within the association a three-member Audit Committee who may employ the services of an external auditor.
- II.** Members of the Audit Committee shall be appointed by the Executive Committee.

- III.** This committee shall audit the association's accounts which shall be presented to the General Assembly for approval before handing it over to the Executive Committee.
- IV.** Notwithstanding any provision to the contrary, the Audit Committee shall audit all accounts of the association at the request of the Executive Committee.
- V.** The audit report shall be presented within twenty-one days from the day of elections.

(b) IT committee

- It shall be coordinated by a Chairperson, and shall consist of four other members who shall be appointed subject to provisions in Article 10 of the Constitution
- It shall collect all materials relevant for the website in collaboration with the publicity board.
- It shall occasionally discuss on how to improve the quality of the website.
- Develop a brand awareness and online reputation for GHASKA through the creation and publishing of relevant media content.

Article 11

Meetings

I. General meetings of the association

1. General meetings shall be held at least twice (2) every year, including an Annual General Meeting.
2. At least 21 days' notice shall be given for each general meeting.

3. Meetings shall be presided over by the President, unless he/she is absent, and in that case the Vice President shall preside
4. All decisions shall be made by a majority vote of all members present.
5. Quorum for a meeting shall be one-quarter of the members of the association

II. Special meetings

1. Emergency meetings shall be held when necessary. Members shall be notified at least seven (7) days prior to the said meeting.
2. Regional meetings shall be held by each region as and when they deem it fit.

Article 12

Academic Conferences

- I.** Academic conferences of GHASKA shall be held at least once every year.
- II.** Members shall be given the opportunity to present their research findings that may be relevant to the growth and development of Ghana. Resource persons may be invited to give presentations on topics relevant to the growth and development of members and Ghana.
- III.** The association may adopt and implement some of the projects presented at such conferences in Ghana.
- IV.** Articles of presentations relevant to the growth and development of Ghana may be published in available national dailies and/or media platforms.

Article 13

Finance

- I.** Financial support for the activities of GHASKA shall be provided, primarily, by members of the association through periodic subscriptions, and event-based contributions.
- II.** The Executive members in consultation with the other members of the association shall take decision regarding the amount and period for membership subscription, as well as financial inputs for events that require financial support from members.
- III.** Extra finances may be generated from fundraising activities.
- IV.** Executive members shall look out for appropriate means of funding projects that may be adopted for implementation in Ghana.

Article 14

Signatories to the GHASKA account

- I.** In consultation with the Matron or Patron, the following persons shall be signatories to the GHASKA accounts

1. The President
2. The Treasure
3. Secretary

Article 15

Honoraria

- I.** In Appreciation of their service, the Executive members shall be awarded Certificates of Service upon a successful completion of tenure of office.
- II.** Members who complete their studies and are leaving Korea shall be awarded Certificates of Membership for their commitment, dedication and contribution to the progress and development of GHASKA.
- III.** The Executive members shall award Patrons, Matrons, Advisory Board members and any other persons who may contribute directly to the progress and development of GHASKA.

Article 16

Amendments and Revisions

- I.** No alterations shall be made to this constitution unless, it has received the assent of not less than two thirds of the members of the association present and voting at the general meeting or a meeting specially called for that purpose, PROVIDED THAT notice of any such alteration shall have been received by the Secretary in writing not less than 31 days before the meeting at which the alteration is to be brought forward. At least 21 days' notice in writing of the meeting setting forth the terms of the alteration to be proposed shall be sent by the Secretary to each member of the Association.

II. Pursuant to article 16 (I), the constitution can be subjected to a review only after a minimum period of five (5) years. However, any matter or issue shall be recorded as a bye-law and attached as an appendix to the constitution upon approval by the members.

Schedule
Forms of oath

The oath of allegiance

I..... do in the name of the Almighty God swear that I shall bear true faith and allegiance to the association and to this Constitution as by this Constitution established and I shall uphold, preserve, protect and defend the Constitution of the association. So, help me God.

(To be sworn by the Executives Committee members of the association and to be administered by the General Secretary.)

Presidential oath

I..... having been elected to the high office of President of the Ghanaian Students in Korea and Associates (GHASKA), do hereby in the name of the Almighty God swear that I shall be faithful and true to the association and defend the Constitution of the association and I hereby dedicate myself wholly without fear or favor to the service of the Ghana Students in Korea and Associates (GHASKA). I further solemnly swear that I shall conform to the principles of strict accountability, financially and otherwise and that should I at any time break this oath I shall submit to the dictates of the Constitution and suffer the penalty thereof. So, help me God.

(To be sworn before the General Assembly and administered by the Electoral Commissioner.).

The Executive Committee Oath

I..... on assuming office as.....of the association do hereby in the name of the Almighty God swear, that I will at all times faithfully and truly serve the association and that I will support and uphold the principles of accountability, financially or otherwise and that I will seek the welfare of the members of the association. I further solemnly affirm that should I at any time break this oath of office, I shall submit myself to the penalty prescribed by the Constitution. So, help me God.

(To be sworn before the General Assembly and administered by the Electoral Commissioner.).

Revised by

1. Joseph Noble Amoah
2. Kwesi Mensah
3. Rockson Agyemang
4. Mavis Agyemang Opoku
5. Samuel Buerthey
6. Derek Adams
7. John Monyo Wonder
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9. Reynolds Akoto-Addo
10. Isaac Nyameke