

ALL STARS DAFFODIL (ASD)

Constitution

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1. NAME

The name of the club shall be All Stars Daffodil

2. OBJECTIVES

The objectives of this club shall be:

- a) To develop the sense of importance of drama and cultural part.
- b) To restrict youths from narcotics by offering them healthy activities
- c) To train its members and produce leaders and creative dramatist
- d) To explore new dimensions in human life by using drama strategy
- e) To improve physical & mental health
- f) To Increase tolerance for uncertainty
- g) To promote teamwork & leadership values through utilizing of outdoor activities & team building exercise.

Mission:

To be self sufficient, forward-looking with straight imagination, dreaming with actual dream to achieve the meaning of living. Cause we believe, if we can imagine it, then we can create it and if I dream it then I become it.

3. DEFINITIONS

For the purposes of this Constitution, the following terms shall mean:

Club: All Stars Daffodil

AGM: Annual General Meeting

Executive: The elected Executive Committee of the Club

University: Daffodil International University

Life time member: A person conferred automatic membership to the club for life by resolution at a General Meeting

4. MEMBERSHIP

4.1 All currently enrolled students of the University shall be eligible for membership of the Club. The club is responsible to enroll general members at least thrice in a year. Each member should maintain at least well maintained CGPA continue his/her membership in the club.

4.2 There is a limit of one vote per member for all voting members of the club.

5. MEMBERSHIP FEES

The Monthly subscription for members shall be determined on occasion by a general meeting of the Club. Membership fees for the members of the Club shall be a minimum of BDT 100 .

6. ADVISORY COMMITTEE

An Advisory committee will be formed by the proper permission and concern of the Honorable Vice Chancellor of DIU including four (4) Faculty members, one (1) Officials of DIU. The Executive Committee is liable to inform and take proper permission from the higher authority through advisor panel and Students Affairs Department for any club activities.

7. EXECUTIVE COMMITTEE

7.1 An Executive Committee consisting of President shall be elected at the Annual General Meeting by the direct vote of the existing members. And rest of the sub-committee Members will be selected by the President with the consultation of Advisory panel and mentors. The Executive of the Club shall hold their position for one year until the subsequent AGM.

7.1.1 The **President** shall be the Chairperson of the Executive Committee of the Club. The President is charged with the supervision, co-ordination and faithful conduct of the Club. He or she shall be responsible for the Club's communication and correspondence with the DIU Authority.

7.1.2 The **Chief Artistic Director** shall attend to all correspondence of the Club and ensure that a true and accurate record is kept of all duly convened General Meetings and Executive Meetings of the Club. He or she shall maintain a file of the papers, records and documents of the Club. The chief Director shall make minutes of all General Meetings available to DIU. In the mean time he will consult and checking over the work of all the directors. All the directors should be work under him which give from the president .He can take any decision for the club under the concerning of President. But if President Does not allow his/her decision the the decision or purpose will be removed.

7.1.3 The **Treasurer** shall attend to all matters concerning the Club's finances. He or she shall be responsible for maintaining a file containing copies of requisitions, orders, petty cash vouchers and other essential documents of a financial nature. The Treasurer shall keep a columnar cash book showing details of receipts, expenditure and balance, and shall present to the Annual General Meeting of the Club a financial statement of the Club's accounts, and make records available to DIU at anytime.

7.1.4 The **Artistic Director of Acting** shall co-operate with the chief Director act on his or her behalf in the 'Chief Directors absence, illness or incapacity. He will directing and deciding all the script, play,stage,set,props,act and cast under the permission of Chief Director and President.

7.1.5 The **Artistic Director of Music, Instruments & vocal** is responsible to music, singing, musical instrument and vocal of all the artist of the club. He/she will train all the singer and actor of drama. And he/she also fix all the instrument which will use for our activities.

7.1.6 The **Assistance Artistic Director of Music, Instruments & vocal** shall co-operate with the Artistic director of music, instrument, and vocal and act on his or her behalf in the Act on directories absence, illness or incapacity. Documents of the Club with the concern of the Chief Director.

7.1.7 The **Artistic director of Organizing** are responsible for communicate with the executive and general members for arranging any activities smoothly. He/she also play role as a bridge between general members and executive members. and doing all the organizing work very keenly which designed by Acting Director. Organizing Director is responsible to arrange any sorts of internal and external program with the guidance of Chief Director and President.

7.1.8 The **Assistant Artistic Organizing Director** shall co-operate with the Organizing Director and act on his or her behalf in the Acting Directories absence, illness or incapacity. Documents of the Club with the concern of the Chief Director.

7.1.9 The **Creative Visualizer** is responsible to advertise all the activities of the club through news Papers, e-mail, notice board, phone call etc. he/she has to prepare a report/story after any important events then send it to different media as a press notes.and also make all the creative decisions in the right for hlping th club..

7.1.10 The **Set & Props Director** is responsible to make all the sets which designed approved by acting directors or creativity directors. even in the program he/she will doing all his/her afford to complete the set for the performers with the concern of the Chief Director.

7.1.11 The **Assistant Set & Props Director** shall co-operate with the Set & Props Director and act on his or her behalf in the Set and Props Director absence, illness or incapacity. Documents of the Club with the concern of the Chief Director.

7.1.12 The **Artistic Director of Choreography** is responsible to make ready all the performers for performance. Their Dance, Singing, Stage Performance, Program all kinds choreography done by him/her with the concern of the chief director.

7.1.13 **Assistant Artistic Director of Choreography** Director shall co-operate with the Set & Props Director and act on his or her behalf in the Set and Props Director absence, illness or incapacity. Documents of the Club with the concern of the Chief Director.

7.2 The Immediate Past President shall be the mentor of the Executive Committee for 1 year. He will concerning anything to the advisors committee if he see something wrong happen with the club.

7.3 A member of the Executive may be removed from his or her position if he doing something wrong with the club, university or country. Any member of the Executive who is absent from three consecutive Executive meetings without concerning president may be removed from his or her position

7.4 All The ex Presidents should be the life time member of the club and executive. Even the ex star performers will be granted as a star advisors with the life time membership of the club. They can suggest anything to the president for the club .

7.5 At any General Meeting of the Club or of the Executive, and internal events, the President shall preside. The President may delegate the role of Chairperson of any meeting to another person. If the President is not present, the Vice-President shall preside. If neither be present, the persons present at the meeting as members of the Club or of the Executive (as the case may be) shall elect one from their number to preside at the meeting as its Chairperson. The Chairperson shall have a deliberative vote and shall have a casting vote in the event of an equal division of votes on any question.

7.6: Every member Should respect their ex members and must invite them in all central program of the club. President must have to wisely listen the advice from the advisers. But In the End President Decision is final decision for the club if president is not present Chief Artistic Director will be take the final decision

7.7: President Have to concern every plan with conveyer. Without Conveiner approval no Program will be Happen in the club, Even any final decision must need an approval of conveyer.

7.8 if any committee wants any change of the constoution, then they must need 3 ex presidents and 2 faculty advisor and conveyer permission.

8. GENERAL MEETINGS

8.1 There shall be an Annual General Meeting of the Club held on or before august 31 each year.

8.1.1 Notice of the AGM shall be advertised at least seven days prior to the meeting under section 9.1

8.1.2 The quorum at the AGM of the Club, and at all other General Meetings, shall be equivalent to one half (50%) of the total of Club members or twenty members, whichever is less; of which ten must be physically present at the meeting.

8.1.3 The Purpose of the AGM shall be to:

(a) Receive a report and statement of the accounts for the previous year.

(b) Elect the Executive members for the ensuing year

(c) Accept reports from outgoing executive committee.

8.2 A Returning Officer shall be appointed by the Executive committee from the Advisory panel to preside over the election of executive committee at the AGM. The Returning Officer will be responsible for ensuring that the elections are conducted fairly and in accordance with this document.

8.3 Interested candidates have to apply for the nomination with the prescribed form to the existing committees on before 15 days from the AGM.

8.4 Nominations for the position of President, Treasurer and Secretary must be received in writing by the Returning Officer 48 hours before the AGM.

8.5 If there is only one nomination for the position of President, Secretary or Treasurer, the Returning Officer may confirm the election without calling a vote. If there are no nominations for the position of President, Secretary or Treasurer, the Returning Officer can call for nominations at the AGM, for that position. The Returning Officer shall call for nominations for Committee members at the AGM.

8.6 All General Meetings must be held on University campus, and on a weekday during term.

9. COMMUNICATIONS

9.1 One weeks notice of General Meetings shall be placed by the Chief Director with the permission of President. Notice should be sent to members either in a publication or by special notice, or by phone or e-mail, where possible.

9.2 The Chief Director shall give all Executive members forty-eight hours notice of all meetings. In the case of an emergency Executive meeting, notice by method of phone to all Executive members shall suffice.

10. MANDATORY ACTIVITIES

The Club is responsible to arrange at least one program/competition among the different departments of DIU, one program/competition at Intra-University and one program/competition at Inter-University level.