

In the Name of Allah, The Beneficent, The Merciful

We, the Muslims of North Carolina State University have agreed to and have adopted the present constitution as the constitution of the Muslim Students Association hereinafter called the MSA.

Basic Law

The MSA is an Islamic Organization. Its aim is to please Allah (SWT). All its laws, activities and means shall not contradict with the teachings of Quran and the Sunnah of Prophet Muhammad (PBUH) according to the understanding of the people of the Sunnah and Jamaah.

ARTICLE I

Aims and Purposes

SECTION 1

The aim and purpose of the MSA is to serve the best interest of Islam and of the Muslims of North Carolina State University. Towards this end, the MSA shall:

- 1) Promote unity and joint action among the Muslims.
- 2) Conduct religious, social, cultural, and other activities in the best traditions of Islam.
- 3) Arrange and hold congregational prayers and Islamic religious festivals at appropriate times.
- 4) Promote friendly relations between Muslims and non-Muslims.
- 5) Endeavor to make Islamic teachings known to interested non-Muslims.
- 6) Provide Islamic education for Muslim students through Lectures, Halaqahs etc.
- 7) Act as a support group for Muslim students.

SECTION 2

The MSA shall be a non-profit, religious organization, the fundamental purpose of which shall be to encourage and enable Muslims with basic knowledge and competence in Islam to contribute individually and collectively toward meeting human needs in conformity with Islamic doctrines and belief. It shall also be the purpose of the MSA to avoid any practices, which are contrary to Islam, and to create a feeling of brotherhood.

ARTICLE II

Affiliation

SECTION 1

The MSA shall be affiliated with the Muslim Students' Association of the United States and Canada.

SECTION 2

The MSA may not undertake any activity that violates the Islamic standards of the constitution and by-laws of the MSA of the USA and Canada. In the case of any such violation, the President of the MSA of the USA and Canada may send a representative to mediate. If a solution is not reached the Executive Committee of the MSA of the USA and Canada may dissolve the Shura of the MSA and supervise a new election.

SECTION 3

The Executive Committee of the MSA of the USA and Canada may revoke any decision of the Shura of the MSA if at least twenty-five percent of the members of the MSA so demand it from the MSA of the USA and Canada. Such a demand should be in writing, signed, and notarized.

SECTION 4

The MSA of the USA and Canada may send a representative to supervise the election of the Shura of the MSA.

ARTICLE III

Membership

SECTION 1

The membership of the MSA shall consist of "voting members," "honorary members," and "associate members." These members constitute the General Body of the MSA.

SECTION 2

A "voting member" shall be any Muslim student, staff, or faculty member who has paid the required dues, wishes to be a member of the MSA, and agrees to obey the

constitution and the generally accepted practices of the MSA. A voting member is eligible to vote in elections.

An "honorary" member shall be any non-Muslim student, staff, or faculty member interested in the MSA and the Islamic activities. An honorary member shall not be eligible to vote in elections.

An "associate member" shall be any Muslim outside the University, who has paid the required dues, wishes to be a member of the MSA, and agrees to obey the constitution and the generally accepted practices of the MSA. An associate member shall not be eligible to vote in elections.

SECTION 3

Membership dues must be paid on a yearly basis. The dues collected will be used for events, which include lectures, seminars, social events, etc.

ARTICLE IV

Office Bearers

SECTION 1

The affairs of the MSA will be managed by an executive committee known as the "Majlis-e-Shura" henceforth referred to as the Shura.

SECTION 2

The Shura shall consist of 9 elected members. These shall be President, Vice-President, General Secretary, Treasurer, Social Coordinator, Da'wah Coordinator, Publications Secretary, Islamic Association Liaison, and Women's Affairs Coordinator. The offices of the Publications Secretary and Islamic Association Liaison will be optional and will be decided on by the Shura at the beginning of the year. In the absence of a Publications Secretary, the President shall appoint someone to manage the E-mail list and web site.

SECTION 3

The term of the Shura shall be one calendar year.

SECTION 4

The President shall be responsible for:

- a) The general management of all the activities of the MSA.
- b) Directing and coordinating of all the activities so as to achieve the purpose of the MSA.
- c) Calling and presiding over meetings of the Shura and the General Body. He should be able to act as mediator to maintain order, organization and focus.
- d) Forming various Ad Hoc committees with the approval of the
- e) Directing and supervising the activities of the various committees.
- f) Controlling funds and expenses of the MSA as defined in Section 8 of Article V.
- g) Presenting a report on the state of the MSA at the annual meeting.
- h) Being the spokesperson, representative, and correspondent for the MSA in external activities.
- i) Being available to both Shura members and General Body members by responding to their concerns in a timely manner and acknowledging and resolving valid concerns brought to him / her.
- j) Establishing an efficient link between the MSA and the MSA of the USA and Canada by his active involvement.
- k) Suggesting available speakers and organizers from the members of the MSA to the MSA headquarters.

SECTION 5

The Vice-president shall be responsible for:

- a) Carrying out the management of the activities in the chapter, in the absence of the President.
- b) Assisting the President in accomplishing the purpose of the MSA.
- c) Temporarily assuming the functions of the President [REDACTED] on his request or in the event that the President is incapacitated. In the latter case, the Vice-president shall assume Presidency for the remaining period of the term.

SECTION 6

The General Secretary shall be responsible for:

- a) Reporting the important events and activities of the MSA to the MSA headquarters periodically.
- b) Preparing, maintaining and circulating within 7-15 days, but before the next meeting, the minutes of all the Shura and General Body meetings.
- c) Preparing the agenda for the Shura and General Body meetings in coordination with the President and notifying the members of the Shura and the General Body, respectively, of it.
- d) Maintaining the list of members and the volunteers for various functions of the MSA.
- e) Keeping the MSA registered as a student organization with North Carolina State University.
- f) Keeping the MSA registered as a non-profit religious organization with the State of North Carolina.
- g) Presiding over the Shura meetings when both the President and the Vice-president are absent.
- h) Presenting at the beginning of every Shura and General Body meeting the minutes of the previous meeting for approval by the Shura / General Body.
- i) Preparing a list of members eligible to vote in the election. This list shall be ready at least 30 days before elections.

SECTION 7

The Treasurer shall be responsible for:

- a) Maintaining the record of all the financial transactions of the MSA. He/she shall be responsible for systematic upkeep of books and writing disbursements, receipts, bank reconciliation reports, and showing of increase of funds in statements to be made public.
- b) Collecting and depositing all the funds received on behalf of the MSA.
- c) Countersigning withdrawal checks on behalf of the MSA in accordance with Article V, Section 8.

- d) Preparing the annual budget of the MSA for the next fiscal year in consultation with the newly elected Shura and presenting the same before the next General Body meeting following his/her election.
- e) Presenting before the Shura a quarterly report on the status of the MSA financial affairs, including in it anonymous donations and total donations received by the MSA.

SECTION 8

The Social Coordinator shall be responsible for:

- a) Directing and supervising all arrangements for celebration of religious festivals and social programs such as picnics, dinners etc.
- b) Informing the members about the time, place, and details of the festivals and social events through the Publications Secretary.
- c) The Social Coordinator may form an ad-hoc committee with the permission of the Shura to plan events. This committee will be governed by the rules set forth in Article VI.

SECTION 9

The Da'wah Coordinator shall be responsible for:

- a) Directing and supervising all arrangements for the Da'wah table and Da'wah programs such as lectures, Halaqahs etc.
- b) Informing the members about the time, places, and details of the Da'wah table and Da'wah events through the Publications Secretary.
- c) The Da'wah Coordinator may form an ad-hoc committee with the permission of the Shura to plan events. This committee will be governed by the rules set forth in Article VI.

SECTION 10

The Publications Secretary shall be responsible for:

- a) Preparing circulars, bulletins and newsletters and presenting them before the Shura for its approval.
- b) Circulating the MSA's publications with the help of the campus representatives, if any.

- c) Editing and publishing literature on behalf of the MSA.
- d) Sending a copy of each major publication to the MSA headquarters.
- e) Maintaining contacts with the media in order to promote the MSA's events and to promote Islam.
- f) Maintaining the MSA email list and sending out notices to the General Body of upcoming meetings and events.
- g) Managing the MSA web site and updating it with current information. If the Publications Secretary lacks the necessary expertise in maintenance of the web page, the Shura may appoint a Web Master from the General Body.

SECTION 11

The Women's Coordinator shall be responsible for:

- a) Acting as a liaison between the Shura and the female members of the MSA.
- b) Looking after the specific needs, if any, of women and children on various occasions such as lectures, social gatherings, etc.
- c) Working with the Da'wah coordinator and Social Coordinator to arrange events for women and talks on women-specific issues.
- d) The Women's Coordinator may form an ad-hoc committee with the permission of the Shura to plan events. This committee will be governed by the rules set forth in Article VI.

SECTION 12

The Islamic Associations Liaison shall be responsible for:

- a) Acting as a liaison between the MSA and the MSA of the USA and Canada.
- b) Acting as a liaison between the MSA and the other chapters of the MSA of the USA and Canada in the region.
- c) Acting as a liaison between the MSA and the Islamic Associations in the locality.

SECTION 13

The decision on every matter (except religious) in the Shura meeting shall be reached in a parliamentary way, with each member of the Shura present in meeting voting on the matter. The person presiding over the meeting shall not vote except in the case of a tie,

in which case his vote will decide the matter. The members not attending the meeting shall not be able to vote on any issue. If the matter of discussion is religious, the appropriate religious ruling on it will be sought from a trustworthy scholar the Shura agrees on.

Decisions made in a previous meeting of the Shura shall be honored unless the Shura unanimously agrees to change the decision.

SECTION 14

The Shura may invite past Shura member(s) and/or any other member(s) to a Shura meeting in order to know the history of the past decisions and/or to seek their views on the items on the agenda of the meeting. However, none of the invitees shall have the right to vote on any Shura decision.

ARTICLE V

Finances

SECTION 1

Membership dues shall be determined by the Shura at the beginning of each school year.

SECTION 2

Annual membership dues shall not be increased more than 25% (twenty-five percent) in any year, without the approval by the majority of the members of the MSA.

SECTION 3

Any member whose dues are two months or more in arrears after the beginning of the fiscal year shall lose all membership privileges. Furthermore, in order to vote in the elections the member shall have paid his/her dues a month before the elections. Privileges cannot be forfeited unless the member has been notified in writing a month in advance regarding his/her failure to pay the dues and the possible effects thereof if not cleared in a month.

SECTION 4

The Shura may accept any contributions in any form, from any source, consistent with the purposes of the MSA and with the principles and jurisprudence of Islam.

SECTION 5

All funds collected for a specific cause shall be used for that cause unless a 2/3-majority vote of the Shura authorizes its use for a different purpose within the goals and objectives of the MSA (as long as it does not violate the Shariah). The funds diverted to another purpose will not exceed \$1500.

SECTION 6

The MSA shall maintain an interest-free checking bank account for its current expenses.

SECTION 7

Withdrawal of Funds:

All check withdrawals from the Checking Account shall be signed by two people. The Treasurer, the President and the Vice-President are authorized to sign checks.

SECTION 8

Authorization of Expenditures:

The President, Vice-President and Treasurer shall not authorize expenditure of more than \$350 on a single expense without the approval of the Shura.

SECTION 9

The Shura shall nominate as auditors for the following fiscal year, two members who shall not run for posts in the Shura for the year and who have basic knowledge and understanding of accounting and audit procedures. The auditors shall audit the MSA accounts continuously and submit an annual report to the Shura and a final report to the General Body.

ARTICLE VI

Ad Hoc Committees

SECTION 1

The General Body of the MSA during a General Body meeting and/or the Shura at any other time may appoint an Ad Hoc Committee in order to carry out an assignment. The tenure of these committees may vary from a fraction of an hour to upto the term of the Shura, depending upon the nature of the assignment. The assignment given to the Ad Hoc Committee shall be precisely defined in a memorandum from the Shura to the Ad Hoc Committee, a copy of which shall be posted on the MSA web site. The limit on the expenditure, if any, that may be incurred in carrying out the assignment, shall be specified in the memorandum.

SECTION 2

The Chairperson of the Committee shall be appointed by the Shura and shall call, preside over, and adjourn the Committee meetings and plan and conduct the Committee's work.

SECTION 3

No person shall be the Chairperson of more than two Ad Hoc Committees at the same time.

SECTION 4

The Committee shall be allowed to continue its work uninterrupted by anybody till it completes the assignment for which it was formed. Only the President of the MSA or Chairperson of the Committee shall dismiss the Committee after the assignment has been accomplished and he/she has submitted to the President a report to that effect.

SECTION 5

The recommendations of the Committees shall be presented before the Shura and voted on before being put into action.

SECTION 6

Each Committee shall have a fixed number of members and will not be open.

SECTION 7

The Committees cannot by-pass the Shura in calling General Body meetings.

ARTICLE VII

Meetings

SECTION 1

The MSA shall have at least one General Body meeting during the semester.

SECTION 2

A petition signed by 10 or 10% (ten or ten percent) of all members, whichever is larger, may call an emergency meeting of the Shura. Such a meeting shall be held within a week after the written petition is presented to the President.

SECTION 3

The Shura shall meet at least once every month at such a time and place as is most convenient and suitable to most of the Shura members. Shura meetings will be open to any member of the MSA.

SECTION 4

The President may call Shura meetings in addition to the regular monthly meetings whenever he considers it necessary.

SECTION 5

Written or printed notice of a General Body meeting shall be mailed to all the members of the MSA at least two weeks prior to the date of the meeting.

SECTION 6

An emergency Shura meeting may be called at the request of at least 1/3 of the Shura members. Such a meeting shall be held within one week after the written request is made to the President.

SECTION 7

The presence of one-half of the members of the Shura members shall constitute a quorum for a Shura meeting.

ARTICLE VIII

Amendments

SECTION 1

A proposal for amendment(s) shall be signed by ten members or ten percent of the members; whichever number is larger, and submitted to the General Secretary who shall mail the proposal to the members, after being authorized by the Shura. A General Body meeting shall be called within a short period (no more than a month) after the receipt of the proposed amendment(s).

SECTION 2

An affirmative vote by 2/3 of the members present shall be necessary for the adoption of all amendments.

SECTION 3

The quorum requirement for voting on amendments shall be 50% (fifty percent) of the total members.

SECTION 4

If 50% (fifty percent) of members are not present in a General Body meeting called for voting on the proposed amendment(s), another General Body meeting shall be called for the same purpose within four weeks after the meeting, in which the quorum requirement as stated in Section 3., of this Article shall be waived and the proposed amendment(s) shall be discussed and adopted by a 2/3 majority of the members present.

SECTION 5

Amendments to any of the following sections may not be valid without the prior proposal or the later confirmation of the Shura of the MSA of the USA and Canada. These sections are:

- 1) The Basic Law
- 2) Section 2 of Article I
- 3) Section 5 of Article VIII.

ARTICLE IX

Judiciary Procedures

SECTION 1

Charge(s) of misdemeanor, misappropriation of funds, fraud, corruption, violation of the constitution, cover-up of such offenses, etc., can be brought against a member or a group of members by a petition signed by at least 10 or 10% (ten or ten percent) of total members, whichever is larger. The petition shall be handed over to the President. If the petition is against the President, it will be handed over to the Vice President who will then present it to the Shura.

SECTION 2

The Shura shall meet within two weeks of receipt of the petition in order to set up a panel to hear the charge(s).

SECTION 3

The panel shall consist of three Shura members and three other members outside the Shura. The member or the group of members against whom the charge(s) has (have) been brought shall have the option of picking by random drawing three names from a basket containing the names of all the members of the MSA and, the Shura members who will serve on the panel shall be picked in a similar way.

The person(s) against whom charge(s) has (have) been brought does (do) not qualify to be on the panel. The member shall have been a member for at least six months to serve on the panel.

SECTION 4

The Chairperson of the panel will be a Shura member and will be appointed by the Shura.

SECTION 5

If the person(s) accused refuse(s) to exercise the right to draw the names of members on the panel, the President or his/her replacement shall draw the names in the presence of the Shura.

SECTION 6

The Chairperson of the panel shall fix the time for the first session of the panel within two weeks after the formation of the panel and shall notify, in writing, the panelists at least one week before the scheduled session.

SECTION 7

The panel shall hear the charge(s) as well as witnesses from both sides, examine all evidences, pass a verdict of "Guilty" or "Not Guilty", and determine punitive and/or corrective measures. If the panel finds clear evidence of criminal violation according to State and/or Federal laws, it may recommend to the General Body to consider the possibility of legal suit against the person(s) accused, if a solution is not found within the framework and by-laws of the MSA.

SECTION 8

The panel shall submit a detailed report on their findings and actions to the Shura.

ARTICLE X

Elections

SECTION 1

Annual elections shall be held in the month of November, in order to elect the Shura for the following year.

SECTION 2

An Election Committee comprising three MSA members, nominated by the Shura, shall conduct the elections.

SECTION 3

The nomination for the elections must reach the Elections Committee at least two hours before the specified time for election. The Election Committee shall announce the exact time of elections at least two weeks prior to the elections.

SECTION 4

The nominators as well as the seconders of the nominations shall be members of the MSA.

SECTION 5

No Shura member shall hold the same post for more than two consecutive terms. The Woman's Coordinator shall be a female member.

SECTION 6

The newly elected Shura shall assume the charge of the MSA on the first day of the following year.

SECTION 7

The election officers shall not campaign in favor of or against any candidate from two hours before the election till the end of the election.

SECTION 8

All the election officers shall have the right to vote as members.

ARTICLE XI

Miscellaneous

SECTION 1

The MSA shall be registered as a Non-Profit, Religious Organization in the State of North Carolina. It shall be the responsibility of the General Secretary to do all the necessary paper work in order to keep the registration active.

SECTION 2A

The quorum requirement for a General Body meeting and its deliberations except for voting on amendments to the Constitution shall be one-third of total members in the MSA. It shall be the responsibility of the person presiding over a General Body meeting to check the quorum requirement before beginning the meeting. At any time during the meeting if a member points out that a quorum requirement is not met, the meeting shall be adjourned.

SECTION 2B

If the quorum requirement as specified in Section 2A, in this Article is not fulfilled in a meeting, another General Body meeting shall be called for the same purpose within a month after the meeting in which there shall be no quorum requirement for voting on matters which were to be voted on in the previous meeting.

SECTION 3

A member presiding over the Shura meeting, General Body meeting or any Ad Hoc Committee meeting shall have no right to vote on any issue in the meeting except in the case of a tie.

SECTION 4

A Shura member other than the President, who has failed to attend two consecutive Shura meetings without being excused by the President prior to the meetings, shall be asked to give his/her explanation for the absence in writing. If he/she fails to do so or if his/her explanation is not satisfactory to the Shura, the latter shall consider his/her dismissal from the post he/she is holding. The Shura shall grant him/her a hearing to enable him/her to defend his/her explanation for absences. If he/she refuses to appear before the Shura within a period of two weeks, the Shura shall decide the appropriate action to be taken.

The President shall give to the Shura his/her reasons for his/her failure to attend Shura meetings. If the Committee does not find his/her explanation for having missed two consecutive meetings to be satisfactory, the Vice-president shall recommend his/her dismissal from his/her office. The Shura shall grant him/her a hearing to enable him/her to defend his/her explanation for the absences. If he/she refuses to appear before the Shura within a period of two weeks, the Shura shall decide the appropriate action to be taken.

The Women's Affairs Coordinator will be allowed to miss a Shura meeting if the Women's Affairs Committee is meeting that week. However, if the Shura deems it important they may request that she be present at the meeting.

SECTION 5

In case of ambiguity regarding the interpretation of any sections of the constitution or possible conflict between two or more sections, the interpretation of the Shura to clarify such ambiguities or resolve the conflict shall be final.

SECTION 6

A member of the Shura or any Ad Hoc Committee or an auditor who is indicted or arrested or against whom a trial is pending in a State or Federal Court shall be immediately and automatically suspended from his/her office till he/she is acquitted. If he/she is convicted after all appeals, if any, he/she shall be expelled from his/her office.

SECTION 7

If a member of the Shura resigns, moves away from the area, or is dismissed, the Shura shall co-opt a member to fill the vacated office.

SECTION 8

A Muslim who desires to talk to the General Body shall seek the consent of the Shura and announce it one week before he/she intends to do so. If there are more than one Muslim desiring to address the General Body, the President shall schedule their talks. A Muslim desiring to address the General Body who has not sought consent for the purpose a week earlier shall be allowed to do so if none is scheduled to talk for the day, or may be permitted by the Shura to address the General Body on a lower priority basis if some other talks(s) is (are) already scheduled.

SECTION 9

Each member shall attempt to avoid discussion of controversial issues that may hurt the feelings of a member or group of members as well as exercise tolerance and respect for the right of other members to their opinions.

ARTICLE XII

Constitution Adoption and Enforcement

SECTION 1

The Constitution shall be adopted and effective immediately after it has been voted on by a simple majority of the total members of the MSA.

ARTICLE XIII

Dissolution

If a situation arises which makes the dissolution of the MSA inevitable, the Shura shall call upon the MSA of the USA and Canada to handle the process of dissolution with the assistance of the Shura. Any assets, which are left after meeting all liabilities, shall be transferred to the Muslim Students' Association of the USA and Canada.

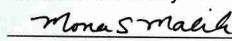
We, the undersigned, acting as official representation of the Muslim Students' Association of the USA and Canada / North Carolina State University Chapter, hereby declare that on this day, the 23rd of November, 1999, this document sets forth the formal organizational structure of the MSA of USA and Canada / North Carolina State University Chapter and shall hence be considered the principal governing law of the MSA.



President



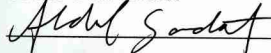
General Secretary



Women's Affairs Coordinator



Social Coordinator





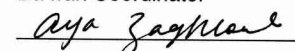
Vice-president



Treasurer



Da'wah Coordinator



Publications Secretary

NC STATE UNIVERSITY

Student Organization Resource Center
1202 Talley Student Center
Campus Box 7306
Raleigh, NC 27695-7306

919 515.3323
919 513.0328 (fax)

May 22, 2003

Omar Askar, President
Muslim Student Association
P.O. Box 5564
Raleigh NC 27650

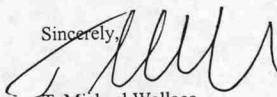
We have reviewed your organization's constitution and officers list and everything seems to be in proper order. The Muslim Student Association is a registered student organization at North Carolina State University entitled to all privileges accorded by that status. MSA has been a registered student organization since 1968 at North Carolina State University.

Understand that this registration in no way gives the University or Student Government responsibility for any financial liability that may be incurred by your group. Your status does, however, give you the opportunity to approach the Student Senate with a request for funds and gives you certain on-campus solicitation privileges. Additionally, this status enables you to link your student organization's homepage to the University's Web, and to access the services provided by the Student Organization Resource Center.

Please be aware that we ask each student organization to update its file whenever there is a change of officers and at the beginning of each school year. Failure to do so will result in loss of registration.

We look forward to working with you. Good luck with your new group.

Sincerely,



T. Michael Wallace
Coordinator, Student Organization Resources

cc: Tony Caravano, Student Government

In the Name of Allah, the Beneficent, the Merciful

Basic Law

The Muslim Students Association is an Islamic Organization. Its aim is pleasing Allah. All its laws, activities and means shall not contradict with the teachings of Qur'an and the Sunna of Prophet Muhammad (pbuh) according to the understanding of the people of the Sunna and Jamaah.

Article 1.

The basic law is not changeable.

Article 2. Name and Affiliation

1. The name of the organization shall be the **Muslim Students Association at NCSU**, Raleigh, North Carolina. Therein-
after, it shall be referred to by **MSA**, and it shall be af-
filiated with the MSA of Raleigh. It shall also be a
non-profit organization. No profit shall inure to the benefit
of any individual connected with MSA except in consideration
for services rendered.

Article 3. Purpose

The purpose of MSA shall be:

1. To make Islam better understood by Muslims and to introduce Islam to non-Muslims.
2. To promote unity and brotherhood among Muslims, and good will and friendship between Muslims and non-Muslims.
3. To arrange religious activities including prayers, celebrations of Islamic occasions, meetings and discussions.
4. To organize social and sport activities.
5. To issue publications on Islam, if feasible.
6. To extend help to the Muslims in the pursuit of their educational endeavor.

who are students, Faculty
or staff at NCSU

Article 4. Membership

A. Regular Members

All Muslims, sixteen years or older, shall be entitled to become regular members subject to :

1. Having been associate members for at least a period of four months. This condition maybe waived or the period be reduced by the Executive Committee on consideration of individual's commitment and involvement in the activities of MSA.
2. Recommendation of two regular members of MSA.
3. Approval of the executive committee taking into consideration the individual's involvement in the activities of MSA.
4. Having paid their membership and activity fees.

B. Associate Members

All Muslims, other than the regular members, sixteen years or older, and interested in the activities of MSA shall be entitled to become associate members subject to the approval of the executive committee, and having paid the required membership fee. They shall not be eligible to vote and can hold no office.

C. Honorary Members

The executive committee may confer honorary membership on any person, Muslim or non-Muslim, in recognition of his/her interest to the cause of Islam. They shall not be eligible to vote and can hold no office.

D. Any member can be suspended by Majlise El-Shura upon the recommendation of the Executive Committee if:

1. The individual continually behave in ^{non} an-Islamic manner, or in a manner that causes harm or deformation of the MSA and for its members. ↙
2. Commits a criminal or immoral act that is considered so by the MSA.
3. Fails to pay the membership and/or the monthly fees for period determined by the Executive Committee.

4. Fails to attend most of the general body meetings and activities held during a years time.
 5. Fails to discharge the other obligations and code of conduct set forth by the Executive Committee.
- E. All regular and associate members are required to pay an annual membership fee. In addition, a monthly fee is required to be paid by regular members. The amount of both fees is to be approved by the general body upon the recommendation of the Executive Committee.
- F. Everybody when applying for membership, shall fill a membership application form, and a certified I.D. with the classification of membership shall be issued for every member by the Executive Committee.

Article 5. The General Body

1. The general body shall consist of regular members only.
2. For any general body meeting, the member must be notified at least two weeks in advance by Majlise El-Shura through its president who will preside over the general body meeting.
3. Simple majority of the regular members forms a quorum. Decisions are to be taken by the simple majority of the attending members. The member who will not be able to attend the meeting can authorize another member who is going to attend to vote for him by filling the form prepared by the E.C. for this matter. The later vote has the power of one plus the number of authorizations which he carries.
4. The general body has the right to override the decisions made by Majlise El-Shura and/or the Executive Committee.
5. In case of members desiring to call for an extraordinary meeting on a written requisition by one third of the regular members. Decisions passed at this meeting shall have the same force.
6. At least two general body meetings should be held every year.

Article 6. Majlise El-Shura of Muslim Men of MSA

1. Majlise El-Shura consists of nine regular members that are to be elected by members of the general body of simple majority. Majlise El-Shura is abolished if the total members of MSA is less than sixty (60), and delegate all its powers to the Executive Committee.
2. The functions of Majlise El-Shura are:
 - A. To act as sole party that has the right to interpret the constitution of MSA if needed.
 - B. To discuss and approve the general outline of the programs that have to be implemented by the executive committee of MSA, and to oversee the executive committee of MSA to make sure that it executes the programs according to the approved ones.
 - C. To act as the judiciary body for Muslim men of MSA. In the case where one or more members of the Majlise are involved in the problem, then those members have to be excluded first only for that case. The rest of the members have to decide the way they think it is proper to conduct the judiciary procedure.
3. The quorum of every meeting of Majlise El-Shura is seven members, and decisions are taken by simple majority. In case of tie, the president shall exercise a casting vote.
4. Majlise El-Shura elects five of its members to form the Executive Committee of MSA. It also assigns the positions of the offices.
5. The president of the Executive Committee of MSA cannot be the president of Majlise El-Shura at the same time.
6. The president and secretary of Majlise El-Shura are to be elected by the members of the Majlise, and the duties of each shall be the following:

A. The President

1. Shall preside over the meetings of Majlise El-Shura.
2. Shall call for the general body meetings of MSA after the approval of the members of Majlise El-Shura.
3. Shall preside over the general body meetings of MSA.

B. The Secretary

1. Shall call for the meetings of Majlise El-Shura after the approval of the president of Majlise El-Shura.
 2. Shall write and keep the minutes of Majlise El-Shura.
 3. Shall replace the president of the Majlise in the case of his absence.
 4. Shall assist the president in calling and presiding over the general body meetings of MSA.
-
7. The term for Majlise El-Shura is one calendar year. The period starts on Jan. 1st, and ends on Dec. the 31st.
 8. Any change or renewal of the contract of the Imam of the center has to be approved by Majlise El-Shura.
 9. If two or more vacancies occur simultaneously or within a period of two weeks, they will be filled by election in a general body meeting. In the case one vacancy, Majlise El-Shura can appoint, only once, a regular member to fill such a vacancy and inform the general body about that appointment. A vacancy here means a resignation, or a continuous absence without informing the members of the Majlise from an agreeable number of meetings within a period of at least three months.

Article 7. Executive Committee of MSA

A. Composition

1. President
2. General Secretary
3. Cultural Officer
4. Social Officer
5. Treasurer

B. Powers and Responsibilities of the Executive Committee

1. The Executive Power shall remain in the Executive Committee and may delegate any of its powers to a specific officer(s) or subcommittee(s).

2. The Executive Committee shall present its periodical plan to Majlise El-Shura according to article 6 part B.
3. The Executive Committee shall discuss and deliberate on questions of general policy and vote upon matters of executive policy to be presented by the president. The Executive Committee also collectively and severally carry out the policies formulated, and assist the president in the fulfillment of his duties.

C. Voting and Quorum

1. The meetings of the Executive Committee shall be convened periodically and called for by the general secretary after the approval of the president with at least one day notice, or as accepted by all members of the Executive Committee.
2. Three members of the Executive Committee shall form quorum.
3. Each member of the Executive Committee shall have one vote.
4. In case of a tie, The president shall exercise a casting vote.

Article 8. Responsibilities of Office Bearers

A. The president

1. Shall be the head of MSA
2. Shall preside over the meetings of the Executive Committee.
3. Shall be responsible to promote its activities and fulfill its objectives with the cooperation of the other members of the Executive Committee.

4. Establish an efficient link between MSA and MSA of the USA and Canada.

B. The General Secretary

1. Shall be responsible for the records and files of MSA.
2. Shall be responsible to draw up the minutes of all meetings and to keep records of the activities of MSA.
3. Shall handle the correspondences, keep the president informed about them and notify the members about meetings and other activities.
4. Shall replace the president when the latter is not present, or when appointed by the president to do so.
5. Shall make sure that the status of MSA is in accordance with the laws of the local authorities.

C. The Cultural Officer

1. Shall be responsible to present a periodical plan of cultural activities (arranging prayers, celebrations of Islamic occasions, religious meetings, lectures, discussions and such other activities) to the Executive Committee for approval before he executes it.

D. The Social Officer

1. Shall be responsible to present a periodical plan of social activities (recreational, athletic, social gatherings, etc.) to the Executive Committee for approval before he executes it.
2. To recommend initiation of fund raising and spending of available or potential funds for charitable purposes.
3. Shall be responsible to establish a link with the women's Executive Committee to coordinate the activities.

E. The Treasurer

1. Shall coordinate with the social and cultural officers to estimate the financial needs for the MSA activities and means to meet them.
2. Shall administer the finances of MSA, and shall receive and make payments in the name of MSA.
3. Shall maintain records of all financial transactions, and shall prepare the annual financial report to be presented at the general body meetings.
4. Shall remind the members to pay their dues, collect membership and activity fees on time and issue or renew the membership I.D. periodically.
5. Shall cosign the checks with the president.
6. Shall keep funds raised for major projects in special accounts.

Article 9. Elections

1. The election shall be held at the annual general body meeting within the first week of November.
2. Majlise El-Shura shall appoint an election committee of three members, and it shall inform the members of the general body about such an appointment fourteen days before the election's day.
3. Once the names of the election committee members are announced, the following process should be followed:
 - A. All regular members should submit in writing the names of their favored candidates to the election committee. This process shall last for five days.
 - B. Then, the members of the election committee shall contact, within four more days, all the candidates to get their approval. Candidates should be encouraged, by the election committee, to run for election.
 - C. The names of the candidates should be made available to the general body members four days before election.

- D. Members for Majlise El-Shura shall be elected by secret ballot only of the announced names.
4. The outgoing and the incoming Majlise members shall meet once before the end of November for orientation purposes.
 5. The incoming Executive Committee, which will be appointed within three days after the election date, shall meet at least three times with the outgoing Executive Committee for orientation purposes. The term for the incoming Executive Committee shall be the same as that for the incoming Majlise El-Shura.

Article 10. Miscellaneous

A. Language

1. English language is to be the main language in all activities.
2. Translation to other languages may be given if needed.

- B. MSA shall not undertake any activity that violates the constitution of MSA of Raleigh. In the case of any such violations, the president of MSA of the USA and Canada may send a representative to mediate. If a solution is not reached, the Executive Committee of MSA of the USA and Canada may dissolve Majlise El-Shura of MSA and supervise a new election.

Article 11. Amendments

All the articles of this constitution, except Article 1., Article 2., part B and C of Article 13, and article 14, can be amended in a general body meeting, provided:

1. The proposal for amendment should be submitted in writing by a regular member to the president of Majlise El-Shura of MSA who has the right to reject or approve submitting the proposal to the general body.
2. Two-thirds majority of the regular members present is required to pass the amendment.

Article 12. Dissolution

If a situation arises which makes the dissolution of MSA inevitable, three-fourths of all the regular members of MSA is required to approve that in a special general body meeting held specially for that purpose. Any assets which are left after meeting all liabilities shall be transferred to MSA of Raleigh.

DEFINITIONS

The following words appear frequently in the constitution and their meaning is constrained as following:

Allah	Is the name of the one God, The Creator of every thing, The Eternal, He Begetteth not, nor is He Begotton, and there is none like unto Him
BAUT	Blessings of Allah upon them
E.C.	Executive committee
Majlise	Referred to Majlise El-Shura
Majlise El-Shura	Elected advisory council
Pbuh	Peace be upon him
People of the Sunna and Jamaah	People whose understandings and practices of Islam are according to the teachings and practices of the prophet Muhammad (pbuh) and the four rightly guided Caliphs i.e. Abu-Baker, 'Omar, 'Othman, and Ali (BAUT)
Qur'an	Is the word of Allah that had been revealed unto the prophet Muhammad (pbuh). It is the sacred book of Muslims
Sunna	The sayings, actions and approvals of the prophet Muhammad (pbuh)

→ *Section-3

Article 13

Any article of this constitution or part thereof that is in direct violation of the Student Government constitution or by-laws shall be null and void and declared unconstitutional by the President of Student Government. Any differences of opinion between the club and the President of Student Government shall be brought before the Legislature, whose decision shall be final.



North Carolina State University
Division of Student Affairs

Department of Student Development
Harris Hall
Box 7314
Raleigh, NC 27695-7314
Telephone (919) 737-2441

September 29, 1988

Elsaid Hassan Salem, President
Muslim Students Association
Box 8301
NCSU Campus

Dear Mr. Salem:

We have reviewed your organization's constitution and officers list and everything seems to be in proper order. You are now an officially registered student organization of North Carolina State University entitled to all privileges entailed in that status.

Understand that this registration in no way gives the University or Student Government responsibility for any financial liability which may be incurred by your group. Your status does, however, give you the opportunity to approach the Student Senate with a request for funds, and it also gives you certain on-campus solicitation privileges.

Please be aware that we ask each student organization to update its file whenever there is a change of officers and at the beginning of each school year. Failure to do so will result in a loss of registration.

If the Department of Student Development can be of assistance to your group, please do not hesitate to call on us. Good luck with your new group.

Sincerely,

A handwritten signature in dark ink, appearing to read "Robert S. Bryan, Jr.", written over a horizontal line.

Robert S. Bryan, Jr.
Assistant Director,
Student Development

RSBjr/dw

cc: President, Student Government
Reservation & Catering, Student Center

October 14, 1968

Dear Friend:

A need for an organization to serve the needs of the Muslim students of this University has been felt for a long time. About two weeks back, some interested Muslim students met formally and decided to take a firm step towards that goal. A three-member committee was formed to formulate a draft constitution for the proposed organization. We are glad to report that the task assigned to us has been carried out and a draft copy of the said constitution is enclosed herewith for your consideration.

To adopt the constitution and to discuss other relevant matters concerning the formation of the Muslim Students' Association, it is requested that all the Muslim students of the North Carolina State University at Raleigh meet on Sunday, October 20, 1968 at 3:00 p.m. in the Theater of the Erdahl-Cloyd Union.

Please join the meeting to make it a success.

Thanking you,

Sincerely,

Safar, Salehuddin, Fakir

SSF:des
Enc.

↑

"IN THE NAME OF ALLAH MOST GRACIOUS, MOST COMPASSIONATE. "LET THERE ARISE OUT OF YOU A BAND OF PEOPLE INVITING TO ALL THAT IS GOOD, ENJOINING WHAT IS RIGHT, AND FORBIDDING WHAT IS WRONG. THEY ARE THE ONES TO ATTAIN FELICITY."

(THE HOLY QURAN 3:104)

THE MUSLIM STUDENTS' ASSOCIATION
AT THE NORTH CAROLINA STATE UNIVERSITY,
RALEIGH, NORTH CAROLINA (U.S.A.)

CONSTITUTION

ARTICLE I. NAME

The name of the organization shall be The Muslim Students' Association at the North Carolina State University, Raleigh, North Carolina, herein referred to as the Association, with its office at Raleigh, North Carolina. It shall be a non-profit organization.

ARTICLE II. PURPOSE

- A. The purpose of the Association shall be:
1. To make Islam better understood by the Muslim students,
 2. to promote unity and brotherhood among the Muslims and goodwill and friendship between the Muslims and the non-Muslims,
 3. to arrange religious activities including prayers, celebration of Islamic occasions, meetings and discussions,
 4. to organize social activities
 5. to extend help to the Muslim students in the pursuit of their educational endeavour, and
 6. to issue publications on Islam, if feasible.

ARTICLE III. MEMBERSHIP

- A. Regular Members. All Muslim students ^{at} ~~the~~ the N. C. State University shall be entitled to become regular members after having paid their membership dues. They shall be eligible to vote and shall hold offices.
- B. Associate Members. Non-Muslim students and non-student Muslims at the N. C. State University interested in the activities of the Association shall be entitled to become associate members after being approved by the Executive Committee. They shall not be eligible to vote and shall hold no office.
- C. Honorary Members. The Association upon the recommendation of the Executive Committee shall confer honorary membership on any person in recognition of his interest and activity to the cause of Islam. They shall not be eligible to vote and shall hold no office.

ARTICLE IV. EXECUTIVE COMMITTEE

- A. Composition. The Executive Committee shall consist of the following elected members.
1. President
 2. General Secretary
 3. Secretary of Religious Affairs
 4. Secretary of Social ~~Functions~~ *Activities*.
 5. Treasurer
- B. Functions and Powers of the Executive Committee.
1. The executive power shall remain in the Executive Committee and it may delegate any of its powers to a specific officer, officers or subcommittee(s).
 2. The function of the Executive Committee shall be to discuss and deliberate on questions of general policy and to vote upon matters of executive policy to be presented by the President. The Executive Committee also shall collectively and severally carry out the policies formulated, and assist the President in the fulfillment of his duties.
 3. The Executive Committee shall present the annual budget within one month of this election to the Association and shall carry on the activities of the Association according to the approved budget.
- C. Voting and Quorum.
1. The meetings of the Executive Committee shall be called by the General Secretary with the approval of the President with at least one day's notice.
 2. Three members of the Executive Committee shall constitute a quorum.
 3. Each member of the Executive Committee shall have one vote.
 4. In case of a tie the President shall exercise a casting vote.
- D. Vacancies. If a vacancy occurs in any office of the Executive Committee, it shall be filled by election by the Association for the remaining term.
- E. Term of Office. The members of the Executive Committee shall hold office until the following elections, which normally should be held not later than the third week of September each calendar year.

ARTICLE V. FUNCTIONS OF OFFICE-BEARERS

- A. President. The President
1. shall be the head of the Association
 2. shall preside over the meetings of the Executive Committee and the general meetings of the Association.
 3. shall be responsible to promote its activities and to fulfill its objectives with the cooperation of the other members of the Executive Committee; and
 4. shall be authorized to form special committee(s) as deemed necessary.
- B. General Secretary. The General Secretary
1. shall be responsible for the records and files of the Association,
 2. shall be responsible to draw up the minutes of all meetings and to make reports of the activities of the Association;
 3. shall handle the correspondences and notify the members about meetings and other activities,
 4. shall replace the President when the latter is not present or when appointed by the latter to do so, and
 5. shall have a contingency* fund not exceeding \$ _____ at any time.

- C. Secretary of Religious Affairs. The Secretary of Religious Affairs
1. shall be responsible for arranging prayers, celebration of Islamic occasions, religious meetings, lectures, discussions and such other activities as approved by the Executive Committee.
- D. Secretary of Social Activities. The Secretary of Social Activities
1. shall be responsible to organize charitable, civic, athletic, literary, educational, and any other social activities, pertaining to the objectives of the Association, as approved by the Executive Committee.
- E. Treasurer. The treasurer
1. shall, with the sanction of the Executive Committee, administer the finances of the Association and shall have the power to receive and make payments in the name of the Association, and
 2. shall maintain records of all financial transactions, and respectively, shall make periodic and annual reports of the finances of the Association, to the Executive Committee and to the Annual General Meeting of the Association.

ARTICLE VI. ELECTIONS

- A. The outgoing Executive Committee shall act as the Election Committee and shall supervise the elections.
- B. The election shall be held at the Annual General Meeting, called by the Executive Committee not later than the third week of September every year.
- C. The election shall be by secret ballot.
- D. A simple majority shall determine election to an office.
- E. The outgoing and incoming Executive Committee shall work jointly for a period of two weeks.

ARTICLE VII. MEMBERSHIP FEE

All members, with the exception of those described in ARTICLE III, Section C, are required to pay a membership fee of \$ _____ only per annum to the Association. Only regular members who have paid this membership fee will be eligible for nominations for any office in the Association or for voting purposes.

ARTICLE VIII. MISCELLANEOUS

- A. Meetings
1. General Meeting shall be held a minimum of two times per semester.
 2. General Meeting shall be called by the President
 3. For any General Meeting, the members must be notified at least one week in advance.
 4. Emergency meetings shall be called by the General Secretary subject to the concurrence of the President at any time with at least twenty-four hours notice.
 5. In case of members desiring to call an extraordinary meeting, the General Secretary shall summon such a meeting on written requisition by a majority of the members of the Association. Decisions passed at this meeting shall have the same force as those passed at any other meeting.

6. At least one-third of the total membership of the Association shall form a quorum for any business meeting.

B. Funds.

1. The funds shall be kept in a bank account under the name of the Association. Checks made or withdrawn should be signed by both the President and the Treasurer.

C. Amendments. The Articles of this Constitution can be amended in a General Meeting, provided:

1. the proposal for an amendment has been made in writing by at least one-third of the regular members,
2. the notice of the amendment has been circulated among all the regular members three weeks prior to the General Meeting, and
3. the amendment has been voted for by the three-fourths majority of the regular members present and voting.

*Contingency includes: stationery supplies, typing, stamps, correspondence, light refreshments for the meeting, etc.

12/20/68

MUSLIM STUDENTS AT N. C. STATE CELEBRATE RAMADAN
THE HOLY MONTH OF FASTING

The newly formed Muslim Students' Association at N. C. State University is celebrating for the first time the holy month of Ramadan here at Raleigh. Ramadan, the ninth month of the Islamic lunar calendar, started this year on November 22, and will end on December 20, 1968. During this month all adult Muslims are required to abstain from food, drinks, and indulgence in worldly pleasures from sunrise to sunset. However, he is permitted to eat or drink during the night. Fasting is not obligatory to those who are sick and invalid.

Fasting is one of the five pillars of Islam. Five pillars of Islam are:

1. The belief in one God and Muhamed (May God bless Him) as the last prophet.
2. The performance of five times daily prayers including the Friday Congregation,
3. The pilgrimage to the holy "Kaba" (located in Mecca), the first house built by Abraham to worship one God, at least once in a life time by the Muslims, who are financially and physically able.
4. The distribution of 2 1/2 per cent of one's wealth among the poor and the destitutes, and,
5. The observance of Fasting during the month of Ramadan.

Ramadan was chosen as a Fasting month because the "Holy Quran" (Muslim's Scripture) was sent down from God as a guide to mankind.

Significance of Fasting

Fasting is of major significance in the Muslim life. It has great spiritual, moral, social and physical values.

Spiritual Value of Fasting

Fasting is the severest spiritual undertaking by the Muslims. No temptation is greater than that of satisfying one's thirst and hunger when drink and food are in one's possession, yet this temptation is overcome, not once or twice, as if it were by chance, but day after day regularly for a whole month, with a set purpose of drawing closer and closer to the Divine Being - Almighty God.

Moral Value of Fasting

Fasting is the training ground where man is taught the greatest moral lesson of his life. The lesson that he should be prepared to suffer the greatest privation and undergo the hardest trial. In Fasting, man is taught to conquer his physical cravings, and instead of being the slave of his appetites and desires, he becomes their master, being able to change the course of his life if he so wills.

Social Value of Fasting

As Fasting is compulsory for all Muslims, men and women, rich and poor, irrespective of their race, color, and nationality, it offers an excellent opportunity for a mass movement of people towards equality. This is the time when the rich realize the pain of hunger and become conscious of the plight of the poor.

Physical Value of Fasting

The rest given to the digestive organs through Fasting, gives them additional strength, as all organs of the body are so made that rest only increases their capacity for work.

Plan of Activities During the Month of Ramadan

The Muslim Students' Association has planned the following major activities during this month.

1. Special Discussions on Fasting - Four discussions will be held on each Friday at 12:00-1:00 p.m. as follows:

- a. Friday, November 29, 1968
Place - Baptist Students' Union Center (located on Hillsboro St. opposite the Erdahl-Cloyd Union)
Topic - "Rules and Regulations of Fasting"
- b. Friday, December 6, 1968
Place - Erdahl-Cloyd Union, Room 248
Topic - "Significance of the Battle of Badar"
- c. Friday, December 13, 1968
Place - Erdahl-Cloyd Union, Room 248
Topic - "Significance of Lailat-ul-Qadar - the Glorious Night"
- d. Friday, December 20, 1968
Place - Baptist Students' Union Center
Topic - "Significance of Fasting in General."

2. Salat-e-Tarabi - Special prayer during the month of Ramadan is being in Room 201 of King Building (at NCSU Campus) daily at 7:30 p.m.

3. Iftar-Parties - Four Iftar-parties will be held in the Baptist Students Union, respectively on November 29, December 6, 17, and 20, 1968. Iftar is an Arabic term used to signify the breaking of Fast at sunset.

4. Id-ul-Fitr - The Id-ul-Fitr signifies the end of Fasting. It is celebrated on the day following the rising of the new moon, which begins the month of "Shawal," the 10th month of the Islamic Year. At this occasion the Muslims visit each other throughout the day and partake specially prepared delicacies. The children put on new clothings on this day, for which they have been eagerly waiting for a month. It is a day for rejoicing, merry-making, and festivity at the end of a long period of self-denial and abstinence.

At 9:30 in the morning of December 21, 1968, a congregational prayer will be held at Baptist Students Union Center, followed by a reception.

Those who are interested to participate in the activities mentioned earlier, may contact either of the following persons:

Hashim Wahab
General Secretary
Muslim Students' Association
Raleigh, N. C.

Tel: 828-6965

G. A. Fakir
Secretary of Religious Affairs
Muslim Students' Association
Raleigh, N. C.

Tel: 834-4487

NORTH CAROLINA STATE UNIVERSITY AT RALEIGH

DIVISION OF STUDENT AFFAIRS

DEPARTMENT OF STUDENT ACTIVITIES
Box 5505 ZIP 27607

December 2, 1968

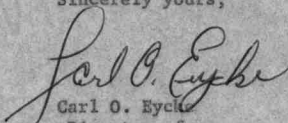
Mr. Mahmoud M. Safar
20-A Maiden Lane
Raleigh, North Carolina 27607

Dear Mr. Safar:

I have reviewed your constitution for The Muslim Students' Association and am pleased to inform you that it has been accepted as a student organization of the North Carolina State University campus.

I look forward to hearing more about your organization after you have had an opportunity to work on your program.

Sincerely yours,



Carl O. Eych
Director of
Student Activities

COE:be

cc: Dr. A. I. Kashef, Advisor
Mr. Lee McDonald, Program Director, Erdahl-Cloyd Union ✓
Mr. Wes McClure, President, Student Government
Mr. Tom Mills, Foreign Student Advisor