

Community Support Initiative

Code of Conduct

Introduction

The society shall be known as the NIU Community Support Initiative (CSI) Society.

Purpose is to promote community welfare through volunteerism, outreach programs, and support initiatives, fostering a spirit of service among university students and staff.

1. Service to the Community

- **Commitment to Service:** The society is dedicated to serving the local community through various outreach and support programs.
- **Positive Impact:** All activities should aim to make a meaningful and positive difference in the lives of community members.

2. Integrity and Transparency

- **Ethical Conduct:** Members are expected to conduct themselves with integrity, honesty, and accountability in all society activities.
- **Transparency:** The society operates with transparency, ensuring that all decisions, activities, and financial matters are open and accessible to members.

3. Governing Body

- **Executive Committee:** Composed of the President, Vice President, Secretary, Treasurer, and other officers as deemed necessary.
 - **President:** Leads the society, represents it in official matters, and presides over meetings.
 - **Vice President:** Assists the President and assumes their duties in their absence.
 - **Secretary:** Maintains records, minutes of meetings, and handles correspondence.
 - **Treasurer:** Manages finances, prepares financial reports, and oversees fundraising activities.
- **Elections:** Held annually with nominations open to all members. Voting is conducted by secret ballot.

4. Meetings

- **Regular Meetings:** Held monthly to discuss ongoing projects, future plans, and other society business.
- **Special Meetings:** May be called by the President or by a majority of the Executive Committee as needed.
- **Minutes:** The Secretary must record minutes of all meetings and make them available to members.

5. Finances

- **Budget:** An annual budget is prepared by the Treasurer and approved by the Executive Committee.
- **Financial Reports:** The Treasurer provides quarterly financial reports to the Executive Committee and an annual report to all members.
- **Audits:** An independent audit of the society's finances is conducted annually.
- **Fundraising:** All fundraising activities must be approved by the Executive Committee and comply with university regulations.
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6. Projects and Activities

- **Project Approval:** All projects and activities must be proposed to and approved by the Executive Committee.
- **Participation:** Members are encouraged to participate in at least one project or activity per semester.
- **Partnerships:** Collaboration with external organizations must be approved by the Executive Committee.

7. Communication

- **Newsletter:** A quarterly newsletter is distributed to all members, highlighting past and upcoming activities.
- **Social Media:** The society maintains an official social media accounts to share information and engage with the community.

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- **Behavior:** Members are expected to conduct themselves in a manner that reflects positively on the society and the university.
- **Conflict Resolution:** Disputes among members are to be resolved through mediation by the Executive Committee.
- **Disciplinary Actions:** The Executive Committee may take disciplinary action, including suspension or expulsion, for violations of the code of conduct.

9. Amendments

- **Proposal:** Amendments to these rules and regulations may be proposed by any member.
- **Approval:** Proposed amendments must be approved by a two-thirds majority of the members present at a regular meeting.

10. Dissolution

- **Conditions:** The society may be dissolved by a two-thirds majority vote of the members.
- **Distribution of Assets:** Upon dissolution, any remaining assets are donated to a charitable organization selected by the Executive Committee.

11. Miscellaneous

- **Interpretation:** The Executive Committee has the authority to interpret these rules and regulations.
- **Conflict of Interest:** Officers and members must disclose any conflicts of interest and refrain from participating in decisions where a conflict exists.

This set of rules and regulations provides a comprehensive framework for the operation of the Community Support Initiative society, ensuring clarity and structure in its activities and governance.