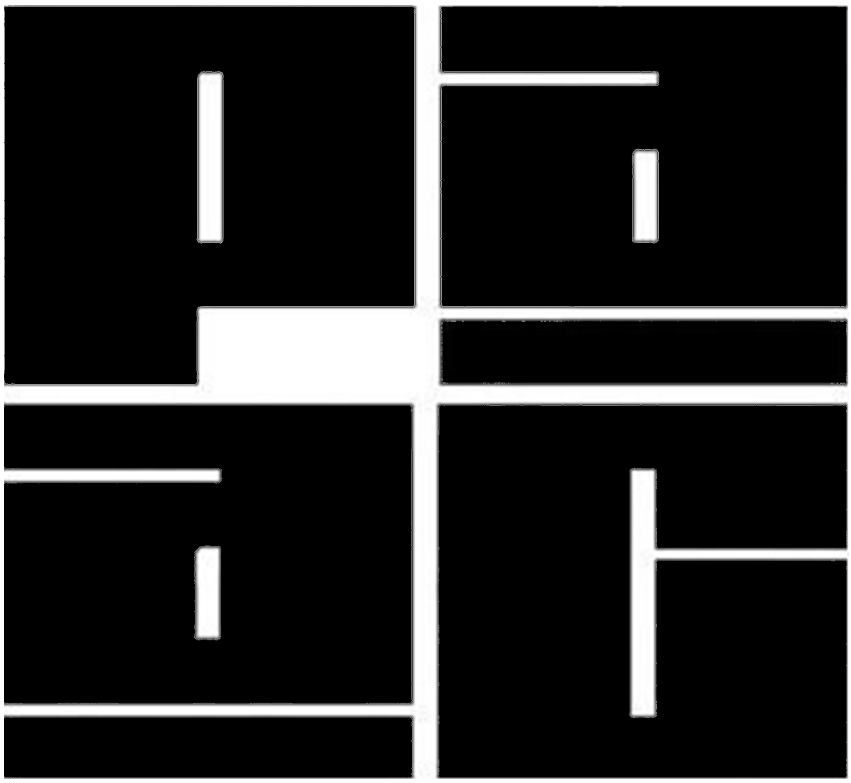
Northeastern University



Pan Asian American Council Handbook
2012 -2013

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FOUNDING MEMBERS OF PAAC HANDBOOK

PAAC Fall Semester 2012

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Aaron Parayno, Graduate Assistant

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Vivian Ho, At-Large

ABOUT PAAC

Mission Statement

In recognition of the diversity of the Asian American community at Northeastern University, the Pan Asian American Council seeks to create a common space for dialogue among all Asian American students at Northeastern University. The Pan Asian American Council aims to provide support, training and resources for Asian American students, particularly those serving in leadership positions in their respective organizations.

Purpose

The Pan Asian American Council was founded in 2006. The Pan Asian American Council recognizes the importance of individual Asian American student organizations at Northeastern, but also aims to define the common ground that is the foundation for all of these student organizations.

Core Values

1. **COMMUNITY** – The Pan Asian American Council aims to build a truly pan-ethnic Asian American community that is reflective of the diversity of the Asian American community, not only in terms of race and ethnicity, but also along lines of gender, sexual orientation, socioeconomic status, religion, and ability.

2. **LEADERSHIP DEVELOPMENT** – The Pan Asian American Council hopes to provide opportunities for the continual development of student leaders.

3. **CONNECTION** – The Pan Asian American Council seeks to build connections within the Asian American Community and beyond through dialogue, outreach, and partnerships.

Annual Events

Celebr(asian) - Started Spring 2007
PAAC Annual Thanksgiving Potluck - Started November 2008
PAAC Annual Olympics - Started April 2012

CURRENT 2012-2013 PAAC ORGANIZATIONS

Asian Student Union:

The Asian Student Union serves to promote awareness of Asian American culture and Asian heritage in Northeastern University and the surrounding community. Asian Student Union assists in the facilitation of new-coming students into American culture and University life along with encouraging a spirit of friendship and unity among the student body and various student groups. Our goal is to unify and also to display the Asian heritage and culture to all who are interested.

Barkada:

Northeastern University Barkada is a cultural group focused on creating an awareness of Filipino culture. The word “Barkada” in the Filipino language, Tagalog, translates to “a group of friends.” Through cultural events, informative general meetings and our biggie smalls system we strive to create a sense of community that our members can call home.

Delta Phi Omega:

The purpose of Delta Phi Omega shall be to foster unity among South Asian women, build community awareness, and gain a greater understanding of oneself and others. Our sorority aspires to instill leadership traits, excel in all academic endeavors, to encourage an active relationship between the sorority and its respective university, and shall do so with the utmost compassion, dignity, and fortitude.

Kappa Phi Lambda:

Kappa Phi Lambda Sorority, Incorporated, strive to strengthen Sisterhood amongst women by providing Service and promoting Cultural Diversity to our members and our community, thus securing the bond of kinship for posterity. Kappa Phi Lambda exists to further educate individuals about Pan-Asian culture, while keeping our own identities. We aim for academic excellence, keeping in mind the importance of education and learning as the key to strength, awareness, and fulfillment.

CURRENT 2012-2013 PAAC ORGANIZATIONS

Korean American Student Association:

The Northeastern University Korean American Student Association is an organization that serves to promote cultural awareness at Northeastern University and the surrounding Boston area. We strive to bring together students of both Korean and non-Korean background to establish a sense of community within the university. By creating and strengthening bonds NUKASA serves to unite students by showcasing Korea's rich heritage and the immense potential and talent that both Koreans and Korean-Americans possess. Open to all students of all backgrounds, race, ethnicity, color and religion, NUKASA serves to enrich, educate, and exemplify the Korean culture.

Pi Delta Psi:

Pi Delta Psi (ΠΔΨ) is an Asian-American Cultural Interest Fraternity founded at Binghamton University on February 20, 1994. The mission of Pi Delta Psi is to break down cultural barriers by fostering individual growth in the areas of "Academic Achievement, Cultural Awareness, Righteousness, Friendship and Loyalty". Today this organization consists of over 1,500 members spanning 26 undergraduate chapters and 1 alumni chapter. Pi Delta Psi's primary mission is to spread Asian-American Cultural Awareness in an attempt to bridge the gap between various Asian-American subgroups.

UTSAV:

Utsav, the Sanskrit word meaning 'Festival', was started in 1991 by a handful of South Asian students. Now in its 19th year, Utsav has grown into a large and vibrant community of over 200 students and alumni. We strive to provide a sense of belonging and knowledge about South Asian culture and heritage. We represent students from Bangladesh, Bhutan, India, Nepal, Pakistan and Sri Lanka. Although we represent these six countries, we would like to stress that ANYONE can become a member of Utsav. One does not have to be of South Asian descent to learn about the culture and traditions of South Asia.

Vietnamese Student Association:

The Northeastern University Vietnamese Student Association (nuVSA) is a student group that promotes Vietnamese culture within the diverse community at Northeastern. Our mission is to establish a rich and healthy connection between individuals, and preserve Vietnamese heritage through healthy interactions at group meetings and events. As a result, the nuVSA intends to reach out to all students and provide a 'home' to our members. The events that we hold try to touch upon a part of Vietnamese and Vietnamese-American culture; bringing those who attend closer, and having a better understanding of the rich diversity that exists.

I. PAAC ORGANIZATION MEMBERSHIP

1. Requirements

a. Registered and recognized student group on campus
b. Membership should have an undergraduate focus
c. Organization should show an intent to be part of PAAC
d. Registered student organization for at least a year, or two academic semesters

2. Expansion Process

a. Submit an application
b. If the application is approved, the organization will be given the opportunity to present at a PAAC Meeting
c. PAAC Groups will then vote on the organization be included in the council

3. Application Process

a. Applications are only accepted in the Spring semester of the current academic year
b. Deadline is first Monday of Spring semester
c. Applications are sent to PAAC Co-Chairs for review
d. To the discretion of PAAC Co-Chairs, it will be brought up to the rest of the PAAC body for vote
e. Organizations are accepted for the beginning of the academic year before the PAAC Summer Retreat

4. Voting

a. In the case of expansion only
b. Quorum to vote is 2/3rds of the number of entities (includes PAAC organizations and At-Large)
c. No absentee votes
d. Simple majority vote
e. PAAC Co-Chair has one vote in case of tie

II. PAAC REPRESENTATIVES

1. Selection of PAAC Representative

a. Must be two elected (E-board, minor, chair positions) members
b. Information can easily be relayed to rest of organization
c. At least one of the Representatives has to be a President or Vice President level
d. It is expected the representatives commit to the entire academic year, unless there are extenuating circumstances that render the individual unable to do so

2. Responsibilities of PAAC Representative

a. To serve as a liaison between PAAC groups and their own respective groups
b. To be involved with planning committees for PAAC events. (i.e PAAC Olympics, Celebrasian)
c. Attend the annual PAAC Retreat
d. Contribute in the bi-weekly PAAC Meeting conversations
e. Update the PAAC Calendar with upcoming events and meetings.
f. Promotion of PAAC Events

3. Benefits of being a PAAC Representative

a. Networking with other PAAC student leaders
b. Having the opportunity to communicate with these leaders on a bi-weekly bases
c. Enhance their leaderships skills by being involved in planning committees

At-Large Representative

4. Responsibilities of an At-Large Representative

a. To connect PAAC members with the larger Northeastern Community
b. To design and plan community service projects that would help PAAC members become more involved with the Asian American and Northeastern community.
c. Update PAAC with any events in Northeastern University and Greater Boston area that would build community within PAAC
d. Be responsible for timely updating the social media outlets of PAAC (i.e Twitter,Facebook, Blogspot)
e. Promotion/ Advertisement of PAAC Events

5. Selection of At-Large Representative

a. Applications will be sent during the summer
b. Interviews will be conducted by PAAC Co-Chairs along with the staff (e.g. Director, Assistant Director, graduate assistant) of the Asian American Center
c. Of all the applications, two or three will be selected to be At-Large representatives

III. PAAC CO-CHAIRS

1. Application Process

a. Application for Co-Chair will be released in Late March - Early April
b. Interviews will be conducted by the Director and Assistant Director of Asian American Center
c. Co-Chairs will be chosen on the discretion of the directors

2. Responsibilities of PAAC Co-Chair

a. Planning annual events which bind the PAAC Community together
b. Events include: PAAC Retreat, Thanksgiving Potluck, PAAC Mixer, Celebr(asian), PAAC Olympics, Asian American Heritage Week, PAAC Outings, Inspir(Asian) and any other events deemed necessary to grow the PAAC Community
c. Planning and executing bi-weekly PAAC Meetings
d. Attend weekly check-in meetings with the Director and the Assistant Director of the Asian American Center
e. Planning weekly meetings with the At-Large Representatives
f. Resource to the PAAC organizations

IV. PAAC MEETINGS

1. PAAC Meetings

a. Attendance policy
b. Being a PAAC representative is a responsibility and attendance at meetings is important for communication and collaboration
c. PAAC representatives are expected to attend all the scheduled meetings

2. Details

a. PAAC meetings have traditionally been held every other Tuesday from 6:00 p.m. to 7:30 p.m. in the Asian American Center Multipurpose Room. There are typically 6-8 meetings per semester.
b. All arrivals and departures of PAAC representatives from each meeting are noted and recorded

3. Tardiness and Absences

a. Knowing that situations may arise, notification for tardiness and absences must be given to the PAAC Co-Chairs at least 48 hours before the scheduled meeting. In the case of an absence, an organization may send designated substitute in place of his or her representation in that specific meeting.
b. In the event of sudden and unexpected tardiness or absence, please contact one of the PAAC Co-Chairs through messaging or calling
c. A PAAC Representative is only allowed to miss a maximum of 2 meetings per semester. After more than 2 absences per semester, PAAC Co-Chairs and advisor will have a meeting with the organization representatives to find a more suitable person. Current PAAC representative benefits will be forfeited.

IV. PAAC MEETINGS

4. Substitution Policy

a. Each PAAC organization is allowed one designated substitute per semester. The substitute can be chosen at the time an absence will occur. The representatives must notify Co-Chairs at least 48 hours prior to absence
b. The substitute can take the place of one absent representative for their organization. The other PAAC Representative must be present
c. Failure to adhere to substitution policy will result in a meeting with the PAAC Representative(s), organization president, Co-Chairs and advisor discussing the organization involvement in PAAC

5. Ground Rules

a. Prepare well for the meeting by acknowledging minutes from previous meeting and e-mails sent by Co-Chairs
b. Be on time - respect everyone else's time
c. Participate to the fullest potential - providing comments and voicing ideas help foster the growth of PAAC!
d. Contribute - bring suggestions from respective organizations
e. Listen actively - be attentive when others are speaking
f. Give the speaker respect - allow him or her to finish speaking before providing own comments
g. Be present with an open mind - understand other's opinions and be considerate of different ideas
h. Bring a pen - it is always helpful to take notes on the minutes
i. Think positive! - each PAAC member is given the opportunity to make a lasting imPAACt with the representatives from all PAAC organizations. As a team, ideas can turn into actions!

6. Etiquette

a. The Co-Chairs prepares and prints agendas for all representatives
b. PAAC Representatives should attend all meetings promptly at 6:00 p.m.
c. Designated note-taker will record minutes as the meeting progresses. These minutes will be e-mailed to all representatives the day after the meeting
d. Meeting will progress according to agenda
e. Meeting will conclude latest, 7:30 p.m.

V. PAAC PRESIDENTS

1. Co-Chairs will communicate with and e-mail PAAC Presidents to schedule bi-monthly meetings at the Asian American Center

2. The purpose of these meetings is to have dialogue about possible future programming, to address any concerns organizations may be facing, to discuss developing relationship between the organizations as well as the relationship between the organization and PAAC, and to continue to apply the goals of PAAC to organization actions