



UNIVERSITY of ROCHESTER  
STUDENTS' ASSOCIATION  
GOVERNMENT

## **Spanish and Latino Students' Association**

### **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby establish the Spanish and Latino Students' Association (SALSA) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in penalties or revocation of Students' Association recognition of this organization.

### **ARTICLE II - MISSION STATEMENT**

We, the members of the Spanish and Latino Students' Association (SALSA) at the University of Rochester, desire: To provide cultural, social, political, and educational awareness among our fellow members; to enlighten the University community about Spanish and Latino culture.

### **ARTICLE III - MEMBERSHIP**

#### **SECTION ONE - MEMBERSHIP**

- A. Eligibility - All Students' Association (SA) members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All members and associate members shall be listed on the organization's Campus Community Connection site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of active member – An active member is one that attends more than 1/3 of all general meetings.
  - a. The four general meetings leading up to the elections will not count towards the active member status.
- C. Definition of associate member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership but not eligible to hold an officer position. Graduate students, faculty, and staff are not eligible to compete, perform, nor travel as part of a college student organization.

## **ARTICLE IV - MEETINGS AND VOTING**

### **SECTION ONE - QUORUM**

- A. A meeting shall be valid if a quorum is present. Quorum is defined as ½ of the active membership plus one officer. The SALSA executive board will hold meetings (titled Noche) throughout the year. In the event that an individual wants to hold a meeting, they have all the privileges of doing so as long as they inform all the executive officers of such meeting.

### **SECTION TWO - VOTING**

- A. Voting on any issue shall be official only if the meeting is valid.
- B. All members shall have equal voting power.
- C. Procedure – All decisions shall be arrived at by simple majority using CCC voting forms. In the event that online forms are inappropriate, it's to the President's discretion to decide another form of voting. The President shall only vote to break a tie.

## **ARTICLE V - OFFICERS AND QUALIFICATIONS**

### **SECTION ONE - OFFICER POSITIONS**

- A. The executive board is composed of the following positions: President, Vice President, Secretary, Business Manager, Cultural Manager, Publicity Chair, Social Manager, Political Administrator, and SALSITA Advisor. At the judgment of the executive board, any positions may be split into co-positions.
- B. Any individual is able to run for an officer position, except for the President, which requires that a member must have held an executive board position on SALSA for at least 2 semesters, in order to qualify, unless no one else is qualified.

### **SECTION TWO - DUTIES OF OFFICERS**

- A. All officers shall be members of the Students' Association.
- B. All officers shall promote active recruitment of new members.
- C. All officers shall enforce this constitution.
- D. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- E. All officers shall attend all Executive and General Meetings, as well as all sponsored events unless excused by majority of the Executive Board.
- F. All officers shall organize and host a General Meeting, "Noche", and submit activity registration and reflection forms for that event.
- G. The President shall preside over the meetings and shall maintain organization within the club, communicate with other officers and delegate duties to maintain a functioning club that fulfills the purposes set forth above. The President shall be the official representative of the Spanish and Latino Students' Association. In the absence of the President, the Vice-President will assume all responsibilities. In the absence of the Vice-President, the Secretary will assume all. The President will work along with the Political Administrator to maintain the constitution. The President will also

serve as a contact and resource to the SALSITA President to advise on tasks and responsibilities of a President.

- H. The Vice President shall reserve rooms for all events SALSITA will have, including all events held by SALSITA. In the absence of the President, the Vice President will hold all regularly scheduled meetings and assume all the responsibilities and the powers of the President at the meeting. If and when the President is removed from office or resigns, the Vice President will assume all the responsibilities and the powers of the President until the next regularly scheduled elections take place. In addition, they are responsible for managing and maintaining communication with Alumni Relations. This includes keeping a record of SALSITA alumni and their contact information.
- I. The Business Manager shall be responsible for maintaining all finances and keep detailed records of all transactions. The Business Manager, along with the members of the Executive Board, shall draw up the annual budget and when it is agreed upon by all executive board members, then it shall be submitted to the Appropriations Committee. The contents of the proposed annual budget should reflect the interest of the general membership. The Business Manager is required to attend the Leadership Training seminars every year in order to be informed and updated on all university policies/procedures. The Business Manager will be required to hold a meeting with the Business Managers of SALSITA to inform them of the policies and regulations that they must follow under Student Government.
- J. The Secretary shall also take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes. The Secretary will be the primary contact listed under the organization's CCC page, accepting of membership requests, and updating membership rosters. The Secretary is responsible for all recording, typing, and filing of the minutes of the Executive and General Meetings. In the absence of both President and the Vice-President, the Executive Secretary will assume all responsibilities and the powers of that position.
- K. The Political Administrator shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this organization, Senators, and all members of the Students' Association. They are responsible for identifying any issues facing the Latinx student body and actively pursuing solutions. Furthermore, they are to ensure that SALSITA is represented both accordingly and appropriately when it comes to diversity issues. The Political administrator will represent SALSITA during meetings of the Diversity Roundtable, the Minority Student Advisory Board, the Office of Minority Student Affairs, and the President's Office. The Political Administrator must make sure that all the executive board members receive a copy of the constitution.
- L. The Cultural Manager is responsible for conveying Spanish and Latino heritage through events. They will be the lead coordinator for developing events/activities in celebration of Hispanic and Latino Heritage month alongside the executive board members. These events consist of typical Hispanic performances and celebrations, guest speakers in reference to Hispanic issues, etc. The Cultural Manager shall be in charge of submitting activity registration and reflection forms for big events, including the Tropicana Dinner that is to be held each year during Meliora weekend.

This event is designed to celebrate and educate the university campus on the Spanish and Latino culture, as well as link together the university through their drive from cultural inclusion across campus. Cultural Manager is also responsible for organizing and managing co-sponsorships with other organizations.

- M. The Publicity Chair is responsible for the creation of flyers, banners, and online timely advertisement of any functions of the Spanish and Latino Students' Association including all forms of social networking sites. The Publicity Chair is the sole content provider for all the social media owned by SALSA.
- N. The Adelante Juntos Chair will focus on developing connections and partnerships in the Greater Area of Rochester in order to increase engagement with the broader community. They will also be the chair for Adelante Juntos and act as a liaison between them and SALSA.
- O. The Social Manager is responsible for providing frequent activities/bonding events that unite S.A.L.S.A, Adelante Juntos, the University of Rochester, and the Rochester communities. These activities may consist of parties, mixers, trips/outings, fundraisers, etc. Bonding events should be held at least twice within a given semester. Social gatherings with other eboards also fall under their jurisdiction. The Social Manager shall be the main coordinator for the party event associated with our annual Tropicana Dinner, as a means to promote cultural awareness through social integration. Additionally, all CCC forms related to parties are their responsibility. Spanish music and dancing will be implemented as a means to demonstrate the link between our Spanish and Latino culture through social and musical expression.
- P. The Senior Advisor is an open position for any previous e-board member of SALSA. The senior advisor's primary role is to train and advise newly elected e-board members and ensure that they act in accordance with SALSA's mission.
- Q. The SALSITA Advisor is the chair of SALSITA and will also be responsible for overseeing all meetings scheduled by the SALSITA executive board. As the chair, they will be required to attend all weekly Executive Meetings held by the SALSITA Executive board. The advisor will act as the liaison between SALSITA and SALSA, informing both groups of the on-goings of the other. The SALSITA advisor will answer any and all questions posed by the SALSITA executive board. In the event that the advisor cannot thoroughly answer a question or meet a concern, they will contact the Vice-President of the SALSA executive board, who should also attend the SALSITA meetings whenever they are available.

### **SECTION THREE - NOMINATIONS AND ELECTIONS**

- A. **Nomination and Elections Procedure** – The President will preside over and conduct elections. All active members of the Spanish and Latino Students' Association may vote in elections, except for the president. Nominations are open to all active general members, with the exception of the position of President. Presidential nominees must meet the criteria stated in Article V Section IB. Elections shall be conducted by anonymous ballot. In the event of a tie, the President shall vote and elect a winner.
- B. **Term of Office** – All positions on the Spanish and Latino Students' Association executive board will serve a one-academic-year term.
- C. **Timing of Elections** – General elections must take place annually in mid-April, at

least two weeks before the last day of classes. A transition period will take place between election day and the end of the semester.

**SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS**

- A. At the first valid meeting following a vacancy of an office, the position is to be filled by the same manner described in *Article V, Section Three*.
- B. A vote of no confidence is a vote to remove an officer. Such a vote shall require a 2/3 majority of the entire active membership to pass. Any member of the organization may call for a vote of no confidence.
- C. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- D. An office shall be declared vacant as the result of a vote of no confidence.

**ARTICLE VI - RESOURCES**

**SECTION ONE - RESOURCES**

- A. The Spanish and Latino Students' Association of the University of Rochester will abide by their Resource Agreement.

**ARTICLE VII - HAZING POLICY**

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the Spanish and Latino Students' Association. Behavior prohibited under this rule includes actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

**ARTICLE VIII - NONDISCRIMINATION POLICY**

The Spanish and Latino Students' Association abides by the nondiscrimination policy of the University of Rochester.



4-1-23

Signature of Confirmation

Date

Elvis Vasquez

**President, Spanish and Latino Students' Association**



4/10/2023

Signature of Approval

Date

Evan Ji

**Chair, Student Organization Administration & Review Committee**