



## **Spanish and Latino Students' Expressing Rhythm on Stage (S.A.L.S.E.R.O.S)**

### **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby Spanish and Latino Students' Expressing Rhythm on Stage (S.A.L.S.E.R.O.S.) 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**

The purpose of S.A.L.S.E.R.O.S. at the University of Rochester is to provide cultural and social expression through the art of dance among our fellow community members and to educate the university community about Spanish and Latino culture. The name of this organization shall be the **Spanish and Latino Students' Expressing Rhythm on Stage** of the University of Rochester.

### **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 an associate member that attends 30% of all general meetings. Voting privileges will be granted to members who are actively involved with the organization and are defined as an active member.
- 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 perform, compete, 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 3 officers.

### 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 a hand vote unless otherwise specified by the presiding officer. 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 members: President, Vice-President, Secretary, Business Manager, Publicity Manager, Social Manager, First Year Representative, Community Outreach Coordinator, Advanced SNL Coordinator, and SNL Coordinator.
- B. The President must have served in at least 1 Executive board position prior to election for 1 academic year, unless no one else is qualified.
- C. At the judgment of the Executive Board, any Executive position may be split into co-positions. Co-positions may be designated prior to general elections or during executive board.

### 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 follow the guidelines outlined in the transition documents from the years prior as well as create these documents at the end of their term.
- F. 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.

- a. The President is responsible for the members of the Spanish and Latino Students' Expressing Rhythm on Stage for all actions taken, and must account for those actions upon the request of any of the members at the Executive Board and General Meetings.
  - b. The President is the official chairperson of the Executive Board. The President must meet monthly with Student Activities and/or Administrative personnel in order to remain up-to-date on issues and activities affecting the organization.
  - c. In the event of an emergency, the President holds the right to make a decision in the interest of the organization with an additional vote of two other executive board members. The President and these members will be accountable for such decisions. The President must write and present the official agenda at the Executive meetings.
  - d. The President makes the motion for opening and closing the Executive and General Meetings, as well as sponsored events, unless another Board Member is appointed to do so or the President is absent from the meeting(s). In such a case the Vice-President shall be responsible for opening and closing the above.
  - e. The President will work along the Vice President to maintain the constitution.
  - f. The President must attend all Executive and 1/3 of General Meetings, as well as all sponsored events, but can be excused as long as a reasonable explanation is given ahead of time.
- G. The **Business Manager** shall be responsible for maintaining all finances and keep detailed records of all transactions.
- a. The Business Manager shall be responsible for all funds received and spent by the Spanish and Latino Students' Expressing Rhythm on Stage.
  - b. The Business Manager is responsible to the members for the Spanish and Latino Students' Expressing Rhythm on Stage for all notions made in the treasury records; also, upon the request of any of the members, must account for statements occurring in books at all conventional meetings.
  - c. The Business Manager must keep all financial records, past and present.
  - d. The Business Manager along with the members of the Executive Board, shall draw up the annual budget and submit it to the Appropriation Committee.
  - e. The Business Manager shall draw up the annual budget and submit it when all Executive Board members have agreed upon the contents of the annual budget.

- f. The contents of the proposed annual budget should reflect the interest of the general membership; for example, this would include show costumes (Amazon-specific ordering).
  - g. The Business Manager is responsible for attending the SA mandatory training session in August, before the fall semester.
  - h. The Business Manager must attend all Executive and 1/3 of General Meetings, as well as all sponsored events, unless a reasonable explanation is given ahead of time.
- H. The **Vice-President** 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.
- a. The Vice-President must accompany the President to any meetings concerning the organization.
  - b. 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.
  - c. 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.
  - d. The Vice-President is the overall referral to the Constitution, and will assist the President in upholding it.
- I. 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.
- a. The Secretary is responsible for all recording, typing and filing of the minutes of the Executive meetings.
  - b. The Secretary is responsible for keeping accurate attendance records.
  - c. The Secretary is responsible for giving the Student Activities and/or administrative Advisor a copy of all minutes and keeping a copy file of all minutes in the S.A.L.S.E.R.O.S storage space.
  - d. The Secretary is responsible for all correspondence concerning the organization. The official email for the organization is: [uofrsalseros@gmail.com](mailto:uofrsalseros@gmail.com).
  - e. When applicable, the Secretary is responsible for obtaining the minutes from the Cultural, Social, and Publicity Committee meetings and keeping a file at the S.A.L.S.E.R.O.S. storage space.
  - f. The Secretary must attend all Executive and 1/3 of General Meetings, as well as all sponsored events, unless a reasonable explanation is given ahead of time.

- J. The **Publicity Manager** is responsible for arranging the recording of all performances and publishing the content on the S.A.L.S.E.R.O.S YouTube channel.
  - a. The Publicity Manager is responsible for the timely delivery and distribution of all advertisements for all functions of the Spanish and Latino Students' Expressing Rhythm on Stage. This not only includes the design, but also delivering and distributing it, which means either printing/ painting and distribution of those flyers.
  - b. The Publicity Manager must present all ideas for advertising at Executive Board Meetings.
  - c. The Publicity Manager is responsible for updating multimedia accounts such as Facebook, Instagram, Snapchat, and YouTube, as they pertain to advertising.
  - d. Publicity Manager is advised to keep inventory of all advertised flyer designs used during the year.
  - e. The Publicity Manager must attend all Executive and 1/3 of General Meetings as well as all sponsored events, unless a reasonable explanation is given ahead of time.
- K. The **Social Manager** is responsible for providing frequent activities that unite S.A.L.S.E.R.O.S executive board, general membership, and the University of Rochester campus (parties, mixers, trips/outings, etc... ).
  - a. The Social Manager is responsible for the timely advertisement of any functions of the Spanish and Latino Students' Expressing Rhythm on Stage including social events and advocating group membership.
  - b. The Social Manager is responsible for updating multimedia accounts such as GroupMe, Instagram and Snapchat.
  - c. The Social Manager must attend all Executive and 1/3 of General Meetings as well as all sponsored events, unless a reasonable explanation is given ahead of time.
- L. The **First Year Representative** shall be responsible for creating a positive image of SALSEROS to the incoming class.
  - a. The First Year Representative will be selected by the Executive Board through an application process with the approval of the general membership.
  - b. The First Year Representative position will be filled by October at the latest.
  - c. The First Year Representative is responsible for shadowing a choreographer throughout the year so that they can develop the skills to become a leader in the organization.
  - d. The First Year Representative will be assigned additional roles in various projects throughout the year at the discretion of the Executive Board.

- M. The **Choreographer** position is divided into three sub-positions (Community Outreach Coordinator, Shows Coordinator, and SNL Coordinator), and all three officers have the following responsibilities:
- a. Choreographers will be responsible for leading all required SNL's, with another choreographer or officer if needed. This means teaching once or twice a month, according to the schedule determined by the entire executive board, coordinated by the SNL coordinator.
  - b. Choreographers will be responsible for helping to teach choreographies for co-sponsored events, whenever asked by the Community Outreach Coordinator.
  - c. Choreographers will be responsible for creating dances for Sabrosura and other performances (each choreographer does roughly an equal number of dances)
  - d. Choreographers must attend all Executive Board meetings as well as  $\frac{1}{3}$  of sponsored events unless a reasonable explanation is given ahead of time.
  - e. All Choreographers will also have unique responsibilities as outlined below.
- N. The **Community Outreach Coordinator** will work alongside the Vice President to decide which dances are being performed for each cosponsorship event we are invited and accept to attend.
- a. The Community Outreach Coordinator must keep an up to date list of all dances that we are willing to perform in a given semester and know the choreographers/dancers for each. The officer is then responsible for checking if members are available to perform on a given date, and thus deciding if we accept the cosponsorship or not. The officer must then communicate the decision to the VP.
  - b. The Community Outreach Coordinator must coordinate rehearsal times with the group for a given performance.
- O. The **Shows Coordinator** will work alongside the executive board to plan shows where SALSEROS performs longer than seven minutes. All other performances are the logistical responsibility of the Community Outreach Coordinator.
- a. This officer will be responsible for handling the scheduling of rehearsals before upcoming shows, and communicating with the other choreographers to find rehearsal times.
  - b. If there are no upcoming shows, this officer will be responsible for helping the other choreographers and planning the next show in advance.
- P. The **SNL Coordinator** will work alongside all choreographers to plan upcoming SNLs.
- a. The SNL Coordinator will be responsible for planning the SNL every week, making sure a choreographer is available and ready to teach.

- b. The SNL Coordinator will have the responsibility of stepping up, or finding someone else to step up, in the case of an emergency (if the choreographer that was going to teach in a given week does not show up).

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

#### **A. Nomination and Elections Procedure**

- a. Only SA undergraduate members are eligible for nomination.
- b. Nominations for all office positions will open two weeks prior to the elections. All nominations must be submitted one week prior to elections, after which no nominations will be accepted unless there is a vacant position.
- c. Only those persons who have been on the S.A.L.S.E.R.O.S Executive Board for one academic year can be eligible to run for the position of Presidency unless no one else is qualified. All other positions are open to those who are eligible to run.
- d. Any SA undergraduate may nominate themselves or any other eligible person for office.
- e. All nominations must be seconded.
- f. General elections must take place annually during the SNL before the spring show. New executive board members will be announced at the end of the spring show.
- g. The Vice President along with the President will preside over and conduct elections.
- h. All active members of the Spanish and Latino Students' Expressing Rhythm on Stage may vote in elections.
- i. Voting will take place after all candidates for a given position have completed their four-minute platform. Six minutes will then be allotted for an open question and answer session.
- j. All active members shall be eligible to vote in Executive Board elections.
- k. Elections shall be conducted by secret/unanimous ballot.
- l. In the event of a tie, the President shall vote and elect a winner.

#### **B. Term of Office**

- a. All newly elected officers shall serve a term of one academic year on the executive board.
- b. The newly elected Executive Board and old Executive Board will co-conduct the final Executive board meeting/SNL of the spring semester to which will begin the new Executive Board's term.
- c. The old Executive Board will be responsible for finishing all business from the year of their term as well as all paperwork necessary for orientation events until the summer contact takes over.

- d. In the case of a vacant position, a mid-year election will take place, where the active membership body will vote on a replacement.

C. Timing of Elections

- a. General elections must take place annually during the SNL before the spring show. New executive board members will be announced at the end of the spring show (prior to two weeks before the last day of classes each semester).
- b. The position of the First-Year Representative will be appointed by the executive board after the application deadline passes. Following their appointment, the First-Year Representative nominee will be approved by the general membership.

**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  $\frac{2}{3}$  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' Expressing Rhythm on Stage 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' Expressing Rhythm on Stage. 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' Expressing Rhythm on Stage abides by the nondiscrimination policy of the University of Rochester.



*Anca Gabriela Frasinianu*

03/06/2022

Signature of Confirmation

Date

Anca Frasinianu

**President, Spanish and Latino Students' Expressing Rhythm on Stage**

*Noah Hathaway*

03/15/2022

Signature of Approval

Date

Noah Hathaway

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