



Constitution of the Latin American Policy Association

Preamble

The Latin American Policy Association (LAPA) is a student-run organization with the purpose of gathering members of the academic community interested in policy, governance, public administration, politics and other public affairs in Latin America, as well as promoting the study and academic debate around these topics.

Article I: Membership

LAPA allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

A member can be removed from the organization by the Executive Board if there is evidence of unethical or unlawful behavior. The Board shall inform such member about the issue and the member shall have the opportunity to present their arguments either verbally or in written word to the Board. After knowing the member's arguments, the Executive Board can vote to remove a member from the organization. A qualified majority of two thirds of the board members must be in agreement of removal.

Article II: University Compliance

This organization shall comply with all Indiana University regulations, and local, state and federal laws.

Article III: Executive Board

1. The Executive Board is formed by at least a President, Treasurer, and Communications Director
2. The Executive Board will conduct the operation of the organization.
3. The Executive Board can approve the creation of more seats if needed.
4. The Executive Board shall assign the specific duties of other Executive officers.
5. All decisions will be made by a simple majority.

Section 1: President

The President shall be elected for the term of one year starting in April and ending in April of the following year.

Qualifications:

1. Must hold graduate student status;
2. Show a genuine interest in Latin American affairs.

Roles:

1. Keep the advisor current on organization activities;
2. Supervise officers and/or committees;
3. Call general and Executive meetings;
4. Develop meeting agendas.

Section 2: Treasurer

The Treasurer shall be elected for the term of one year starting in April and ending in April of the following year.

Qualifications:

1. Must hold graduate student status;
2. Show a genuine interest in Latin American affairs.

Roles:

1. Create and maintain the organization's budget;
2. Present a financial report to the Board every month;
3. Manage the organization's account.

Section 3: Communications Director

The Communications Director shall be elected for the term of one year starting in April and ending in April of the following year.

Qualifications:

1. Show a genuine interest in Latin American affairs.

Roles:

2. Manage the organization media and communications;
3. Take minutes for the Board's meetings.

Article IV: Advisor

The Advisor is responsible for providing feedback to the Executive Board proposals, as well as suggesting potential activities, resources and networking that might be relevant to the organization's goals. The Advisor will be selected by the Executive Board for the term of a year.

Executive Board might elect any faculty member of Indiana University Bloomington that:

1. Expresses willingness to collaborate with the organization's development.
2. Has substantive experience and/or expertise in Latin American public affairs such as: international development, public management, economics and business, political science, public policy or similar fields of study.

Article V: Meetings

The Executive Board shall meet every month. The President shall call the meeting with one week in advance and notify Board members by e-mail. The Board can assign this function to other Board member.

Some members or the general membership can be invited to the Board meetings when the Board considers their input to be relevant for the order of business. In such cases, the non-Board members will have voice but no vote in the Board discussions.

Article VI: Elections

Elections are held once a year on the month of April. Individuals willing to be part of the executive board should nominate themselves to run for office. They are expected to notify their nomination to the board one month in advance.

The standing President is in charge of overseeing the election process. If the President is running for reelection, then the election process will be overseen by the Communications Director.

Officers will be elected by the members of the association. The voting process shall be secret and shall provide for absentee ballot. Membership shall be notified two weeks in advance.

Article VII: Non-Hazing

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Article VIII: Dues & Budgets

The association's budget is created and maintained by the Treasurer, and should be revised by the board every two months.

Article IX: Finances

LAPA's financial management will be conducted in accordance with the University's policies and procedures regarding organization accounts.

Article X: Personal Gain Clause

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation from for-profit companies if acting as a representative of a student organization.

Article XI: Amendments

Any member can propose amendments to this Constitution. The Executive Board shall call an election, satisfying the conditions of Article V, for any proposed amendment that counts with the support of at least one fifth ($1/5$) of the membership. A positive vote of two thirds ($2/3$) of the total membership is needed to ratify an amendment.

Article XII: Ratification

If more than a majority of those present is desired to ratify this constitution, then this article must be included.



Article XIII: Statement of Non-Discrimination

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Article XIV: Meetings

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Article XV: Travels

This organization, when traveling, will be aware of and abide by the University's travel policies.

Article XVI: Working with Children

This organization, when working with children, will be aware of and abide by the University's Programs Involving Children (PIC) policy.

Article XVII: Risk Mitigation

This organization will follow policies of facilities where it is attending activities, and events on its own. Moreover, the organization will assess risk and take the appropriate steps to mitigate it when applicable.