CONSTITUTION OF THE LATINO STUDENT UNION

Created: February 2012
Revised: April 2013

PREAMBLE

We, the members of the Latino Student Union, subscribing to the policies and regulations of Ball State University, do hereby establish this constitution to govern the matters within our organization.

ARTICLE I – Name

The name of this organization shall be the Latino Student Union henceforth referred to as the Latino Student Union and/or LSU.

ARTICLE II – Purpose

The purpose of the Latino Student Union shall be to: (1) promote the identity and unity of the Latino students at Ball State University, through intellectual, cultural, and social growth, (2) increase Latino student visibility and involvement in campus activities and in the Muncie community, and (3) remain a student run organization.

ARTICLE III – Membership

Section 1. Membership Eligibility. Membership in the Latino Student Union shall be limited to currently enrolled students, faculty, and staff of Ball State University. Dues shall not be required for membership.

Section 2. Non – discrimination Policy. Currently enrolled students, faculty, and staff of Ball State University shall not be denied membership on the basis of race, sex, gender identity, gender expression, sexual orientation, religion, color, national origin, physical or mental disability, age, military status or any other protected classification.

Section 3. Membership Responsibilities. Members of the Latino Student Union shall attend a minimum of two (2) general body meetings per semester in order to become active members and have voting privileges. Members must also behave according to the Code of Conduct as specified within the bylaws, Article I.
Section 4. Expulsion. If a member of LSU violates the Student Code of Conduct in a way that is detrimental to the mission and purpose of LSU, the officers of the Executive Board reserve the right to remove said member from future LSU meetings and events with the approval of the LSU advisor and the Director of Student Life.

Members of LSU may submit a member removal request in writing to the Executive Board if they believe a member is found not in compliance with the LSU constitution and bylaws or the Ball State University Student Code of Conduct. This request will be considered a public document and made available to general body members upon request. A quorum of one-fourth of the voting membership must be present in order to conduct a vote to request the expulsion of an officer, with a majority vote needed to pass the vote.

Section 5. Resignation. If a member wishes to resign from the organization voluntarily, they shall submit a letter in writing to the president of the organization.

ARTICLE IV – Officers of the Executive Board

Section 1. Elected Officers. Elected officers of the Latino Student Union shall be President, Vice President, Secretary, Treasurer, Public Relations Director, and Student Government Association Representative. No officer can hold more than one position at a time and must be elected by the general body, unless a position becomes vacant during the academic year. If a position becomes vacant during the academic year, the Executive Board will decide to either conduct an election as outlined in Article VI of the constitution or appoint a member to office. The procedures for officer replacement and vacancies can be found in Article V, Section 3 of the constitution.

Section 2. Executive Board. The officers of the Executive Board and their rank within LSU shall be: President, Vice President, Secretary, Treasurer, Public Relations Director, and Student Government Association Representative. This board will oversee all operations of the Latino Student Union. Requirements for candidateship as well as the duties and responsibilities for the above mentioned positions are outlined within the bylaws, Article II.

The Executive Board shall be elected by the members of the general body or appointed by the acting Executive Board. The Executive Board will only appoint a member to office if a position becomes available during the academic year. The procedures for officer replacement and vacancies can be found in Article V, Section 3 of the constitution. The terms of office shall be defined as the beginning of the first day of
classes of the fall semester, and ending on the last day of regularly scheduled classes of the following spring semester.

**ARTICLE V – Removal and Resignation of Officers of the Executive Board**

**Section 1. Removal of Officers.** All officers of the Executive Board may be removed from office if they violate LSU’s constitution, Ball State University’s Student Code of Conduct, or are found not in good standing with Ball State University. Members of LSU may submit an officer removal request in writing to the Executive Board if they believe an officer is found not in compliance with the LSU constitution and bylaws or the Ball State University Student Code of Conduct. This request will be considered a public document and made available to general body members upon request. A quorum of one-fourth of the voting membership must be present in order to conduct a vote to request the resignation of an officer, with a majority vote needed to pass the vote.

The officers of the Executive Board can also remove any officer of the Executive Board by a unanimous vote of the Executive Board, excluding the charged officer who will not have a vote, and by the recommendation of the advisor if a particular officer is found to be in violation of the LSU constitution and bylaws or the Ball State University Student Code of Conduct. The removed officer of the Executive Board will not be eligible to be elected in replacement elections, but may run in the elections of the following April.

**Section 2. Resignation of Officers.** Officers of the Executive Board reserve the right to resign from office at their discretion. The resignation of an officer of the Executive Board must be presented in writing to the rest of the officers of the Executive Board and to the advisor. The resignation shall be announced at the following general body meeting.

**Section 3. Replacement of Officers/Vacancies.** Per the recommendation of the advisor, the Executive Board shall decide whether to elect, appoint, or leave vacant the position. If the Executive Board decides to fill the position, they will either conduct an election as outlined in Article VI of the constitution or appoint a member to office.

**ARTICLE VI – Elections**

**Section 1. Nominations**

A. All nominations for offices of the Executive Board shall be held at the last two LSU general body meetings in March. Nominations can also be submitted electronically to the LSU email account. Voting for all positions shall take place...
during the first general body meeting in April where the nominees’ platforms will be given.

B. Any member may accept a nomination for more than one office.
C. During the election, if a nominee accepts a position and is still in the running for other positions, he or she will automatically be eliminated from the running of those other positions. Furthermore, the nominee can only accept one position and will not be allowed to consider multiple positions at a time during the election.

Section 2. Platforms

A. Platforms shall be required and submitted to the Executive Board on a date determined by the Executive Board prior to the meeting at which elections are to be held.
B. Platforms shall be presented to the general body during the election.
C. Platforms must be in the form of a power-point, prezi, or any visual presentation aid.
D. Platforms shall outline time commitments, personal goals for the organization, and a general statement of purpose concerning their running for office.
E. If a member is nominated for more than one position, the nominee must provide a platform for each position.

Section 3. Election Procedures

A. A non-running officer of the Executive Board shall conduct the election procedures. If there is not a non-running officer of the Executive Board to conduct the election procedures, an advisor from the Office of Student Life shall do so instead.
B. While each candidate is presenting their platform, his or her opponent(s) will not be present.
C. Candidates will present their platforms in alphabetical order by their last name per position.
D. Candidates for President shall have five (5) minutes to present their platform. Candidates for all other positions shall have three (3) minutes. An additional five (5) minutes will be allowed for questions and answers for all the candidates.

Section 4. Voting

A. Voting shall occur as the first order of business during the general body meeting of elections.
B. All candidates’ names shall be placed on a formal ballot for each position.
C. Candidates will be voted in by a majority vote.
D. The advisor shall be present for the duration of the voting. The advisor shall tally votes and return an answer to a non-running officer of the Executive Board who will then announce the new officer of the Executive Board. The advisor shall keep all votes in an envelope marked with the date of the election, should any vote(s) be contested at a later date. Votes can be contested with the advisor within three business days after the election. After three business days of the election, all votes will be discarded.
E. Each general body member shall have one vote.

ARTICLE VII – Advisors

LSU receives an annual allocation from the Division of Student Affairs. As a part of its provision, LSU works with the Assistant Director of Student Life who is the primary advisor, as well as with a graduate student advisor, who are both employed by the Office of Student Life to oversee the overall operation of the organization. The advisors are responsible for maintaining records of LSU’s university foundation account, enforcing university policies, and making executive decisions that affect the well-being of the organization.

ARTICLE VIII – Meetings

Section 1. General Body Meetings. General body meetings will be held once a week, unless extenuating circumstances arise, and will be open to the public. These meetings will only be held during the academic year, specifically fall and spring semester, and will not be scheduled during meetings of the Asian American Student Association, Black Student Association, and Spectrum.

Section 2. Executive Board Meetings. Executive board meetings will be held once a week, unless extenuating circumstances arise. These meetings will not be open to the public unless permission is granted by the Executive Board. These meetings will only be held during the academic year, specifically fall and spring semester, and will not be scheduled during meetings of the Asian American Student Association, Black Student Association, and Spectrum.

ARTICLE IX – Parliamentary Authority

The rules contained in the current edition of Robert’s Rules of Order shall govern the Latino Student Union.
ARTICLE X – Amendments

Amendments to the constitution may be proposed by any active member of LSU. Proposed amendments to the constitution must be submitted to the officers of the Executive Board in writing at least two (2) executive board meetings before the general body meeting in which a vote is to be taken. For general body meetings in which LSU wishes to amend their constitutions, a quorum of one-fourth of the voting membership must be present in order to conduct a vote to amend the constitution, with a majority vote needed to pass the vote. The proposed amendment must be announced at the preceding general body meeting where the amendment vote will occur. The constitution shall include the date it was last revised.

Also, the constitution shall be reviewed for revision every two (2) years by the Executive Board of LSU. The Executive Board shall decide if any amendments need to occur, but in the event that the constitution needs no revision, a quorum of one-fourth of the voting membership must be present in order to conduct a vote to pass the constitution until the following second year, with a majority vote needed to pass the vote.