

Los Unidos

Lorain County Community College
1005 Abbe Road North
Elyria, Ohio 44035

Los Unidos Constitution

Revised Fall 2005

Article I. Name

The name of this organization shall be known as LOS UNIDOS

Article II. Purpose

The purpose of LOS UNIDOS is to provide the opportunity for the cultural and educational exploration of the numerous and varied aspects of the Hispanic/Latino culture for all students receiving their education at Lorain County Community College.

Article III. Membership

Section 1. General Membership

Membership is open to all students enrolled at Lorain County Community College including the University Partnership. The membership shall also include Alumni members

Section 2 Alumni Membership

A.) Traditional Alumni

Students who are no longer enrolled at Lorain County Community College but wish to remain in LOS UNIDOS. Traditional alumni students must pay dues if they wish to attend LOS UNIDOS events free of charge. These members may serve on committees; however they can neither vote nor hold office.

B.) Active Alumni

Students who have graduated from or transferred out of Lorain County Community College and are currently attending any of the four year colleges or universities which are offering four year degree programs as part of the University Partnership with Lorain County Community College. Active Alumni members will be endowed with all rights, privileges and responsibilities of all other active members; they must pay dues and will be permitted to vote, hold office and chair or serve on committees.

Section 3. Voting Members

All active members who are in good standing will have voting privileges.

Section 4. Members in Good Standing

All members who have paid their dues will be considered a member in good standing. All members in good standing may attend all LOS UNIDOS sponsored events free of charge.

Section 5. Active Member

A.) All members who have paid their dues and have participated in at least one LOS UNIDOS sponsored event per semester will be considered active members

B.) Only active members may hold office or chair committees

Section 6. Membership Cards

All active members in good standing will be provided with a Membership Card which will be required to present at all LOS UNIDOS sponsored events which they wish to attend

Section 7. Dues

Dues shall consist of \$10.00 per academic year, to be paid before the end of the fall semester, or \$5.00 per semester if paid by semester

Article IV. Meetings

Section 1. Procedure

LOS UNIDOS meetings shall follow proper parliamentary procedures as described in the book "Roberts Rules of Order".

Section 2. Quorum

A quorum, which shall consist of at least (2) two officers must be present in order to vote on official club business at LOS UNIDOS meetings

Section 3. Frequency

Meetings shall be held no less than monthly during the academic semester, however, ordinarily they will be held on a weekly basis.

Article V. Officers

The governing body of LOS UNIDOS shall consist of the following: President, Vice-President, Secretary, Treasurer, and Historian. After the spring semester elections have taken place all current officers will be responsible for providing basic training for the newly elected officers.

Section 1. President

Calls all meetings to order and presides over all meetings and committees. Appoints all special committees, and represents LOS UNIDOS in an official capacity when needed. Casts a deciding vote whenever necessary. Maintains close and effective communication with the Faculty Advisor concerning all LOS UNIDOS related business.

Section 2. Vice-President

Assumes all powers and duties of the President upon his/her absence. Is chairman of all committees and assist President in an official capacity in all LOS UNIDOS related business.

Section 3. Secretary

Records, keeps and maintains a detailed written record of the official minutes of all meetings. Compiles and maintains an updated membership list of all current members and their status. Keeps an accurate meeting attendance record of all members. Sees that copies of all documents and correspondence are forwarded to the President and Faculty Advisor. Prepares a standard agenda for each meeting which addresses all current club business. Is responsible for all copying needed for official club business.

Section 4 Treasurer

Receives all dues from members, compiles and maintains a current updated list of all dues paying members. Compiles and maintains a current updated list of all club assets and liabilities. Presents a brief financial report at each official club meeting. Only the Treasurer may withdraw funds from the LOS UNIDOS account at Lorain County Community College with the advisor's or administrative liaison's signature.

Section 5. Historian

Keeps a record of all club activities, either written, pictorial or both. This record shall include the nature of the activity, the day, the date, time and year of the activity, as well as any highlights that may be of interest to membership.

Article VI Advisor

Los Unidos must have at least one member of the Lorain County Community College faculty in the position of Advisor. The Advisor should be consulted concerning all official club documents and correspondence, and should be consulted before conducting all club expenditures. The Advisor should make herself/himself reasonably available to advise the officers on the proper course of action in the case of problem, disputes, or difficulties

Article VII. Administrative Liaison

Los Unidos may have at least one member of the Lorain County Community College faculty/staff in the position of Administrative Liaison. The Liaison shall assume all duties of Advisor and instructs officers on correct procedures to follow to address any needs having to do with the college administration.

Article VIII. Committees

Section 1. Activity Committee

Plans and organizes all club activities. Any and all committees formed for the planning of special events will be organized under the Activity Committee.

Section 2. Recruitment Committee

Advertise the club and encourages prospective members to join. May act as mentor to new incoming members. Will take the lead in welcoming new members into the club.

Section 3. All Other Committees

The President may form and appoint other committees as he/she deems necessary to meet the clubs current needs.

Article IX Elections

Section 1.

Elections should be held (2) two weeks prior to the end of the spring semester of each academic year. Officers will be properly installed by the first day of fall semester of the same year.

Section 2.

All terms of office will be for (1) one academic year

Section 3.

Positions which are vacated or unfilled will be chosen through a majority vote by current members. The President may make an Executive Appointment until the office is filled.

Section 4.

Individual officers may be removed, or the entire election may be contested and new officers elected and properly installed if supported by a (2/3) two-thirds majority vote.

Article X Amendments

This constitution may be amended by a (2/3) two-thirds majority vote.