

# Constitution of PorColombia

## ARTICLE I. NAME OF ORGANIZATION

The name of the organization shall be PorColombia. This organization is affiliated with PorColombia Inc operating in New York, NY.

## ARTICLE II. PURPOSE STATEMENT

PorColombia groups college students, professionals with a Colombian background and friends in the United States and Canada. We strive to establish partnerships and create valuable services for our members. We also forge countless ties within our communities, to strengthen and improve our contributions as active members of North American Society.

### **Our Mission**

Our main goal is to create and support networking activities with substantial involvement on academic, social, cultural, and philanthropic activities. We aim to educate and raise awareness of present and future opportunities to build from abroad a stronger, safer, and dynamic Colombia.

## ARTICLE III. COMPLIANCE STATEMENT

Upon approval by the Department of Student Activities and Involvement, PorColombia shall be a registered student organization at the University of Florida. PorColombia shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University's regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence, and stalking), Hazing, Commercial Activity, and Student Leader Eligibility.

## ARTICLE IV. UNIVERSITY REGULATIONS

Section A. Non-Discrimination PorColombia agrees that it will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act.

Section B. Sexual Harassment PorColombia agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment.

Section C. Hazing PorColombia agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization.

Section D. Responsibility to Report If this organization becomes aware of any such conduct described in this article, PorColombia will report it immediately to Student Activities and Involvement, the Director of Student Conduct and Conflict Resolution, or the University's Title IX Coordinator.

## ARTICLE V. MEMBERSHIP

Membership in this organization is open to all enrolled students at the University of Florida. Nonenrolled students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office. All members and associate members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

## ARTICLE VI. OFFICERS

Officers will serve for one academic year (Fall – Spring). The Duties of the officers shall be, but are not limited to, the following:

### **(1) President:**

- a. Shall develop a clear set of goals the organization will strive to reach during his/her term.
- b. Oversees the proper functioning and development of the organization.
- c. Shall preside over all meetings of the Executive Board, as well as General Body meetings.
- d. The President must draw up the agenda for each Executive and General Body meetings.
- f. Shall serve as the Official Spokesperson as pertaining to the Organization.

### **(2) Vice President:**

- a. Reports directly to the President and assists in all executive decisions and internal and external affairs.
- b. Is empowered to sign all notes, warrants, and other orders for payment of monies drawn by the Treasurer in the event that the President cannot do so.
- c. Shall submit a quarterly report to the Secretary on achievement and future goals.
- d. The Vice President is required to assume the responsibilities of the President during a period of absence or if the President is impeached or resigns.

### **(3) Secretary:**

- a. Is responsible for the taking of minutes at all meetings held by the Executive Board and delivering them to the Executive Board members.
- b. Collects monthly updates from all Executive Board members.
- d. Keeps an updated list of all student chapter members.
- e. Keeps attendance at all Executive Board meetings.
- f. Shall post Executive Board member updates and minutes of executive Board meetings on PorColombia's Internal Message Board.
- g. Shall arrange logistics of all Executive Board meetings and will inform Board members on dates of the meetings.

#### **(4) Treasurer:**

- a. Shall have the care, custody, and responsibility of all funds and securities of PorColombia. Shall keep accurate records of cash, checks, and other financial material showing detailed accounts of all transactions.
- b. Shall make all requests to student government for funding.
- c. Monitors the organization's funds and finds fund-raising opportunities, such as sponsorships.
- e. Shall submit a quarterly report to the Secretary on achievements.

Section A: Any officer of PorColombia may be removed from office through the following process: Part 1: A written request by at least three voting members of the organization shall be submitted to the President, Vice President, or Treasurer. Written notification shall be sent to the officer in question asking that officer to be present at the next meeting and prepared to respond to the removal request.

Part 2: A two thirds majority vote of members present is necessary to remove the officer.

Part 3: In the event of the removal of an officer, a special provision may be granted to the remaining officers to appoint an interim replacement until an election may be held.

#### **ARTICLE VII. ELECTIONS**

Nominations for all officers will take place annually from the members starting in April. Any member may nominate any other voting member, including himself or herself. Nominations may also be made during the election meeting prior to closing of nominations. Voting will occur by secret ballot and a simple majority vote is required to elect an officer. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients at the next general meeting. No person shall be eligible to serve more than two consecutive terms in the same office. Elections should take place in late March to early April to allow for turnover between old and new board.

#### **ARTICLE VIII. FACULTY ADVISOR**

The faculty advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The faculty advisor should attend executive and general meetings when possible; however, the faculty advisor may not vote in any PorColombia matters. The faculty advisor shall be nominated by the officers and confirmed by a majority vote of the members. The faculty advisor will serve a term of one (1) academic year. In the event that the faculty advisor is unable to continue in their position, officers may nominate a replacement at any time, to be confirmed by a majority vote of the members.

#### **ARTICLE IX. FINANCE**

PorColombia will not require membership dues; however, it will raise funds through social, cultural events and similar activities, for t-shirts, travel to leadership conferences, and other operational expenses of the organization. Members are expected to participate in these fundraising activities. PorColombia will also apply for Student Government funding.

#### **ARTICLE X. DISSOLUTION OF ORGANIZATION**

In the event this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to PorColombia Inc.

## ARTICLE XI. ORGANIZATION GOALS

(i) Chapters must organize events and forums that fall under the four areas that PorColombia supports; these areas are: (1) academic, (2) cultural, (3) social, (4) philanthropic

(ii) Chapters must organize at least 1 event in each area per academic year

(1) An academic event constitutes any educational presentation that will enrich the university community's understanding of Colombia; these include, these include, but are not limited to, panel discussions, debates, educational movie screenings, and networking forums.

(2) A cultural event constitutes as any expression of Colombia's culture, such as music, art, literature, food, theater, etc.; these include, but are not limited, to music showcases, art expos, food presentations, etc.

(3) A social event constitutes any gathering that fosters greater opportunities for members to meet and network; these include, but are not limited to, parties, dinners, movie nights, etc.

(4) A philanthropic event requires each chapter to choose an organization either here in the US or in Colombia that falls under the National Executive Board's chosen cause and support it either monetarily, with food and other goods, or with time.

## ARTICLE XII. AMENDMENTS TO CONSTITUTION

Amendments to this constitution may be made at any regular meeting of PorColombia Leaders provided notice of the proposed amendment was given one week prior to a vote. Amendments require a two-thirds vote of the voting members in attendance at the meeting, and are subject to final approval by the Department of Student Activities and Involvement.