

CONSTITUTION OF THE LATIN AMERICAN GRADUATE ORGANIZATION

PREAMBLE

This organization will provide a structure for Latin American Studies Graduate Students to seek fellowship, education and recreation pertaining to a shared interest in Latin America.

ARTICLE I

Name

Our organization is called the Latin American Graduate Organization (LAGO). (Note: this is the reformation of an organization that existed in the past with similar purposes and the same title.)

ARTICLE II

Purpose

LAGO seeks to educate its membership on social, political, cultural and economic issues in Latin America, as well as foster community among Latin American graduate students. Examples of educational activities may include: guest speakers, brown bag lunches, film series, seminar discussions, language working groups, book clubs and community outreach programs. Examples of social activities may include: dances, concerts, dinners and recreational activities such as sports. In addition, LAGO functions as the recognized body for the articulation of broad group interests of the membership with reference to the Stone Center Administration. LAGO encourages its membership to pursue individual interests individually and group interests through LAGO.

ARTICLE III

Membership

Section 1. Eligibility:

All graduate students of Tulane University enrolled in the Latin American Studies Program shall be eligible for membership.

Section 2. Active Membership:

Active members are those graduate students that participate regularly and help promote the goals of the organization. LAGO encourages its members to check email and posted information in the Latin American Graduate Lounge regularly to stay informed as to activities and pertinent information. In addition, members are responsible for notifying the facilitator of change in email address.

Section 3. Other Coalitions:

LAGO will seek to invite undergraduate students, faculty, and staff of the Latin American Studies Program, graduates in other programs, Latin American community members and students and faculty from other universities, as well as any other relevant personalities to its events.

ARTICLE IV

Officers

Section 1. Number and Method of Elections:

LAGO shall elect from its membership one facilitator, a treasurer, an events coordinator and a membership/outreach coordinator. In the event that there are only three officers the events coordinator and membership/outreach coordinator positions will be consolidated into one. The facilitator will not vote in general membership meetings or in officer meetings, except in the event of a tie.

Elections are to be held on a date to be specified at or before the second meeting of the fall semester. Candidates must declare intent to run no later than two days before the last meeting before the election. At the meeting before the election, candidates will have the opportunity to address the membership.

Notice of vote will be given via email and posting on the LAGO board in the graduate student lounge one week before the election. Votes will be cast either at the meeting through written ballot or via email, addressed to the facilitator. Ballots must be signed and will be counted in the presence of all attending officers. Candidates must receive a majority of votes from collected ballots to win. Ties shall be open to revote. The facilitator cannot cast the tie-breaking vote in general elections.

Section 2. Duties of Officers:

A. The facilitator shall:

1. Preside over all meetings.
2. Prepare agendas and issues of discussion for meetings.
3. Announce and post meetings to members.
4. Assist in even coordination and/or membership coordination.
5. Facilitate decision-making.
6. Add and report on written votes.
7. Represent the Latin American graduate students on the Latin American Executive Committee.
8. Be the primary contact person for the Stone Center over the summer.
9. Be the official representative of LAGO to the Stone Center.
10. Keep, or delegate the writing of, meeting minutes to be posted via email.
11. Prepare the budget in consultation with the Treasurer.

A. The membership/outreach coordinator shall:

1. Organize, facilitate and publicize fall Brown Bag student presentations.
2. Do outreach with the above-listed coalitions.
3. Keep track of attendance at meetings.
4. Report to membership at meetings.

A. The events coordinator shall:

1. Organize events.
2. Organize volunteers and members to accomplish the events.
3. Report to membership at meetings.

A. The treasurer shall:

1. Prepare the LAGO budget in consultation with the facilitator for presentation to the Stone Center.
2. Keep track of money received and money spent.
3. Report finances to SBAC.
4. Be involved in funding requests of LAGO submitted to GSSA.
5. Report to the membership at meetings.
6. Serve as LAGO representative to GSSA.

Section 3. Terms of Office:

Officers can serve in any office for one year. Positions are held from January to December. Individuals can run for another office in the organization but cannot hold consecutive terms in any office. If a position is vacated, a special election will be held.

Section 4. Impeachment of Officers:

Not upholding the other above-listed duties satisfactorily as defined by the majority of the total organization can be grounds for impeachment. Impeachment will occur by written ballot with two thirds voting in agreement. Any officer will be given full opportunity to defend him or herself before impeachment in a regular meeting or can call a special meeting.

ARTICLE V

Committees

Committees can be formed and dissolved upon the recommendation of the officers or three or more members, for a duration that is deemed needed. Any active committee must submit a report on their activities to the officers at the end of each semester.

ARTICLE VI

Faculty Advisor

LAGO shall have at least one official faculty advisor from the Latin American Studies Department at all times. LAGO may, with regard to specified areas, solicit advice from other faculty and staff of the university including those in other departments.

ARTICLE VII

Meetings

Section 1. Regular Meetings

LAGO shall meet every two to three weeks throughout the school calendar, as deemed necessary.

Section 2. Special Meetings:

Special meetings may be called as needed by any officer or by three or more members of the membership, to discuss events, fundraising or any other official business that cannot be covered by the regular meeting schedule. These meetings will be announced by notices in the graduate Student Lounge of the Latin American Studies Program, as well as by email, at least one week prior to the meeting.

Section 3. Officer Meetings:

Officer Meetings shall be called as needed.

Section 4. Rules of Order:

All meetings of LAGO will be conducted with active facilitation and respect for all members and their views. It is the role of the officers to remind members of these parameters. Consensus decision-making will be used to determine the activities and positions of the organizations. If no consensus is reached on any one topic after an hour of discussion, a vote may be taken based on a majority of those present unless any member feels that it is crucial to have a ballot vote by all members, both those present and absent. If a written ballot is needed it will be distributed at the meetings and via email, to be returned to the Facilitator. The written vote will be decided by a majority.

Elections and budget appropriations of more than \$25 must be voted on by the membership via written ballot and email, addressed to the facilitator. This type of vote must be announced one week before the voting deadline.

Section 5. Quorum:

If a quorum is not present to make decisions in the organization, the decision can be delayed if any member feels that it is necessary to have quorum (more than half of the members present) for the vote. In this case a written vote of active members would be done in the Graduate Lounge and via email, and a majority must agree.

ARTICLE VIII

Spending of LAGO Funds

Any LAGO member may make a proposal for the allocation of LAGO funds. Petitions for funds shall be brought to a vote at the next meeting or before by email. In the event that a decision must be made before the next scheduled meeting, a special meeting may be called. Funding is approved by a simple majority of votes.

ARTICLE IX

Amendments

Section 1. Procedure for Amendment:

All amendments to the Constitution will be presented to the general membership at least one meeting before the vote is taken. Amendments will be posted in the Lounge and via email for any absent members to see before the next meeting.

Section 2. Ratification:

Amendments are ratified by two thirds approval of the voters.

ARTICLE X

Review of Constitution

The SBAC will review this constitution every three years. The Constitution will be reviewed once a year by LAGO membership or a Constitution Committee. This Constitution as stands was first filed in the Fall of 1997 and reviewed in the Fall of 2000.