Hispanic and Latino Organization
The Constitution of 2011

Article I: Name

Chartered in 1998 as Alma Latina, the new name of this organization shall be the Hispanic and Latino Organization (HALO).

Article II: Mission

The mission of HALO shall be to support Hispanic and Latino students on campus while helping members learn, teach and share our cultures.

Article III: Purpose

The purpose of this organization shall be to:
(1) Form a support group for the Hispanic and Latino student community at Hamline University.
(2) Foster opportunities for members to connect with Hispanic and Latino organizations, Businesses, leaders and communities in the Twin Cities.
(3) Serve as a platform for teaching and learning about our cultures.
(4) A support for language learning and sharing through native speakers
(5) Serve the community through volunteering, supporting local businesses and sharing our resources, knowledge and experiences.

Article IV: Membership

(1) Membership shall have a strong Hispanic and Latino foundation and focus while inviting all members of the Hamline community to participate in the organization.
(2) The organization will not discriminate in membership or any other respect on the basis of age, gender, race, ethnicity, nationality, social status, political affiliation, religious affiliation, ability and/or sexual orientation.
(3) Membership is open to all Hamline University undergraduate students.
(4) Members are required to have active participation in meetings, events and/or committees.
(5) All active members are expected to take an active role in helping the organization meet its' mission, purpose and goals.

Article V: Structure, Procedures and Meetings

(1) The Executive Board shall be comprised of two Co-Presidents, Vice-President, Secretary, Treasurer and a Public Relations Chair.
(2) If any position(s) is left vacant after official elections, the (Co) Presidents will fulfill all of the responsibilities of that vacant position(s).

(3) If in case a officer resigns or is remove from his/her position, then it is only up to the Executive Board members to decide whether there needs to be elections immediately or wait till official Elections in the month of April.
(4) The Executive Board will meet twice a month on alternating weeks with the general body meetings.
(5) General body meetings will be held twice a month on a specific day designated for the year.
(6) General body meetings shall be presided over by members of the executive board.
(7) For voting purposes, attendance will be taken at all organization meetings.
(8) All active members attending HALO meetings are entitled to one vote when the organization votes on official business.
(9) HALO will follow all rules and procedures of the Hamline Undergraduate Student Congress (HUSC).

Article VI: The Executive Board

(1) The Co-Presidents shall:
(a) Be the official representatives and leaders of the organization in all external and internal matters.
(b) Preside over the organization and provide direction, leadership, and support to members.
(c) Alternate representing the organization at HUSC and Multicultural Alliance meetings.
(d) Plan and organize meeting agendas; lead all General and Executive Board meetings
    i. Which includes securing an appropriate space and informing the secretary to inform members.
(e) Review the responsibilities and procedures of this position with the newly elected officer(s). This includes handing over any documents related to HALO.
(f) Have the sole power to remove anyone from any position, who is not performing his/her responsibilities as said in this constitution. With the acknowledgment of HALO's advisor.

(2) The Vice President shall:
(a) Assume the position of the Co-President should one of the presidents become unable to perform his or her duties.
(b) Assist the Co-Presidents in the coordination and organization of the group and events.
(c) Serve as the chairperson for HALO's Hispanic Heritage Month celebration.
(d) Review the responsibilities and procedures of this position with the newly elected officer(s). This includes handing over any documents related to HALO.

(3) The Secretary shall:
(a) Record and file all meeting minutes, including attendance.
(b) Notify all members of meeting dates and times.
(c) Keep a register of all events and activities of the organization.\
(d) Review the responsibilities and procedures of this position with the newly-elected officer and hand over all materials associated with the position to the new officer.

(4) The Treasurer shall:
(a) Control, administer and monitor the funds of the organization.
(b) Give reports to the organization concerning the budget.
(c) Be responsible for any misappropriations of funds.
(d) Develop and present the annual budget proposal to HUSC.
(e) Review the responsibilities and procedures of this position with the newly elected officer(s). This includes handing over any documents related to HALO.

(5) The Public Relations Coordinator shall:
(a) Publicize all HALO meetings and events.
(b) Recruit new and returning members.
(c) Maintain contact with off-campus organizations, including Hamline's Latino Law Student Association (LLSA) and other Hispanic and
Latino student groups at local colleges and universities.
(d) Coordinate with other multicultural groups at Hamline University.
(e) Review the responsibilities and procedures of this position with the newly elected officer(s). This includes handing over any documents related to HALO.

Article VI: Election Procedure

(1) Elections for next year's executive board will be in held in the month of April.
(2) Nominations or self nominations for executive board positions will be sent by email only, one week prior to the official Election Day.

(a) If in case more than one member runs for the same position, a speech from all parties associated will be said aloud on the official Election Day and a closed email vote will proceed after the meeting. Only members present when the speeches are said are allowed to vote.

i. All email votes will be handle by the (Co) President and will announce the winner(s) to all members present on Election Day.

(3) Members can still object to any nominations, even if only one person runs for a position.
(4) Each member is entitled to one vote.
(5) Only members who have attended fifty percent (50%) of the meetings prior to the Election will be allowed to cast a vote in the election.
(6) All results are final; there will be no re election of any kind after the official Election Day.

Article VII: Ratification and Amendment

(1) A two-third (2/3) majority vote of the HALO membership is required to ratify this Constitution.
(2) Amendments to this constitution may be proposed and discussed at any meeting, but will be voted on at the following meeting.
(3) This constitution shall replace any or all constitutions prior to this date of May 6, 2011
(4) This constitution shall be reviewed annually by members of the newly-elected Executive board.