SOLAS BYLAWS AND CONSTITUTION

Bylaws

1. **Membership:** Membership to SOLAS is open to all those students registered in the Latin American Studies program, as well as UNM students and community members who are interested in Latin American Studies.

2. **Officers:** Officers will be elected by a majority vote of active members who attend the SOLAS meetings. Those SOLAS members who are unable to attend the SOLAS meeting, will have the opportunity to vote by emailing the SOLAS President, Vice President or Student Coordinator.

3. **Purpose:** To promote Latin American Studies on the UNM campus and Albuquerque community by sponsoring relevant lectures and speakers, presenting recent Latin American films, co-sponsoring relevant events with other campus or community groups, and creating community through academic, activist, and social events for students interested in Latin America.

4. **Mission:** It is our mission to increase awareness about Latin American issues and cultural happenings through the facilitation of intellectual dialogue by supporting engaging events and hosting an interactive website. SOLAS additionally works with UNM and local Albuquerque organizations to promote a shared sense of community and solidarity with socio-cultural movements rooted in or related to Latin America.

**SOLAS works:**

- To increase awareness about Latin America through the facilitation of intellectual dialogue and by supporting cultural activities;
- To support students who concentrate their studies or conduct research in Latin America. As an independent student-run entity, SOLAS advocates for the interests of its members along with our student affiliates before the university administration;
- To work with UNM and local Albuquerque organizations to promote a shared sense of community and solidarity with socio-cultural movements rooted in or related to Latin America;
- To promote a sense of community amongst its members.

CONSTITUTION

**ARTICLE I: Name**

*Section 1:* This organization shall be known as Student Organization for Latin American Studies (SOLAS)

**ARTICLE II: Purpose**
Section 1: The purpose of the Organization shall be to sponsor activities dealing with Latin America. Each academic year SOLAS:

- organizes a monthly lecture series
- presents recent Latin American films
- co-sponsors events with other campus or community groups dealing with Latin American/Southwest issues
- organizes social gatherings
- represents SOLAS at academic conferences and other community events

ARTICLE III: Membership

Section 1: Eligibility Requirements. All students formally enrolled in the Latin American Studies Program are automatically eligible for membership, but the group is also open to any UNM student who has an interest in Latin America. SOLAS representatives for LAII committees are open to any LAS students. The executive positions of President, Vice-President, and Coordinator are reserved for graduate students in the LAS program. Elections for positions of President and Vice-President will be held in the spring. Voting for all other positions will take place at the beginning of the fall semester. There are no limits to terms that an executive officer may serve with the exception of the position of President.

Section 2: Rights of Membership. Only active members of the organization shall have the right to vote and the right to represent this organization. Community members may participate as non-voting members in all other activities of this organization.

ARTICLE IV: Provisions for officers

Section 1: Officer Titles

- Coordinator, non-elected graduate assistantship through the LAII.
- President, elected once a year by majority vote. The position of SOLAS President is open to any LAS graduate student. Voting will take place in the spring semester. The SOLAS president may serve up to two one-year terms.
- Vice-President, elected each year by a majority vote.
- Secretary, elected each year by a majority vote.
- Various LAII Committees, elected each year by majority vote.

Section 2: Duties

- Coordinator
  - The Coordinator is responsible for facilitating communication between SOLAS, the LAII, UNM, and the Albuquerque community;
  - organizing monthly Brown Bag lectures;
  - running the SOLAS website and other social medias;
  - compiling and formatting the best online submissions for a yearly printed publication;
  - disburse SOLAS funds when authorized to do so;
  - keep complete written records of all revenues and expenditures according to standard accounting principles; which includes working with relevant UNM budgetary and accounting units;
• President
  o The President is responsible for developing and organizing activities for SOLAS;
  o representing SOLAS at social and academic events;
  o developing and maintaining a culture of activity and participation within SOLAS;
  o promoting SOLAS awareness among UNM students and organizations;
  o disburse SOLAS funds when authorized to do so;
  o assisting the coordinator in keeping complete written records of all revenues and expenditures according to standard accounting principles;
  o assisting the coordinator in organizing and maintaining archival files for all matters related to finances, including allocation summaries and reports of SOLAS expenditures for recent years;
  o take any other action necessary and proper to perform the foregoing.

• Vice President
  o The Vice President is responsible for working with the President to carry out the many duties associated with coordinating SOLAS events and meetings;
  o perform the President's duties in the President's absence;
  o disburse SOLAS funds when authorized to do so;
  o take any other action necessary and proper to perform the foregoing;
  o perform any other duties that the President or Coordinator may delegate.

• Secretary
  o Type the minutes of all general meetings and post them on the listserv;
  o maintain a record of attendance for all Executive Committee meetings;
  o maintain a record of all votes;
  o maintain a current record of addresses and telephone numbers of all Executive Committee members;
  o maintain files of all records of the SOLAS and its committees;
  o maintain and update the SOLAS Bulletin Boards;
  o notify each Committee member of forthcoming Executive meetings;
  o take any other action necessary and proper to perform the foregoing;
  o perform any other duties that the President or Coordinator may delegate.

Section 3: Provisions for selection / replacement of officers
If there is only one candidate for the officer positions (President, Vice President, Secretary etc.) there will not be elections and the current President will appoint the only candidate as elected.
Section 4: Vacancies/Voting Eligibility
If the office of President becomes vacant, the Vice President will become President. If other positions become vacant, there will be elections to fulfill the positions.

A) Voting Eligibility
1. Only current LAS students and active SOLAS members may vote for the SOLAS president. We define active SOLAS members as current UNM students who attend at least 4 SOLAS monthly-meetings through the Fall and Spring semesters. Attendance will be taken at SOLAS meetings and we will maintain a list of eligible voters. There will be in-person ballot voting as well as online voting for those who wish to electronically submit their vote. All current LAS students may vote, regardless of their attendance at SOLAS meetings.
2. The Coordinator is not eligible for any additional office within SOLAS.

B) Provisions for Meetings
1. Meetings are held once a month in the Fall (August-December) and Spring (January-May) semesters. They are open to Latin American Studies students or students in related fields, and require at least one officer to be present. Committee meetings need no quorum, though decisions must be accepted by a majority of the organization.

C) Definition of a Quorum
1. Quorum must have at least one officer present for a regular SOLAS monthly meeting and at least four members of the organization.

D) Provisions for Amending the Constitution
1. A simple majority vote at the regular monthly meetings, provided there is a quorum, amends the constitution. An amendment can only be proposed by an active member.