**Brazilian Student Association Constitution**

We, the members of the Brazilian Student Association, in order to secure for ourselves and in compliance with Student Activities and Involvement office at University of Florida regulations, do thereby adopt and establish the following Constitution. University of Florida Policies supersede any part of this document.

ARTICLE I. NAME OF ORGANIZATION

The name of this organization is Brazilian Student Association. This organization will utilize the acronym “BRASA” in all publicity materials and correspondence. BRASA is affiliated with Volunteers for International Affairs (VISA), at the University of Florida.

ARTICLE II. PURPOSE STATEMENT

BRASA is established for the purpose of aiding incoming and present Brazilian students at the University of Florida, to join the Brazilian community in Gainesville and to promote cultural awareness across campus.

ARTICLE III. COMPLIANCE STATEMENT

Upon approval by the Department of Student Activities and Involvement, BRASA shall be a registered student organization at the University of Florida. BRASA 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

BRASA 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

BRASA agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment. Behaviors that could create a hostile environment include sexual harassment (which could include inappropriate sexual comments), sexual misconduct, dating violence, domestic violence, and stalking.

Section C. Hazing

BRASA 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, BRASA 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. Non-enrolled 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

Section A. The elected officers of BRASA shall be President, Vice-President, and Treasurer.

 Part 1: The President shall preside at all meetings of the organization and shall coordinate the work of the officers and committees.

 Part 2: The Vice-President shall preside at all meetings of the organizations and serve as an aid to the President, sharing and/or revising the duties of the President, as well as leading the rest of the executive board alongside the President.

 Part 3: The Treasurer shall receive all monies of BRASA; shall keep an accurate record of receipts and expenditures; shall pay out local funds in accordance with the approved budget as authorized by the organization. The Treasurer shall present a financial statement at every meeting of BRASA and at other times when requested by the President.

Section B. The appointed officers of BRASA shall be Secretary and Historian. The Vice-President and Historian shall be appointed by the elected President, and the Secretary shall be appointed by the elected treasurer.

 Part 1: The Secretary shall record the minutes of all meetings of BRASA and shall perform other duties as may be delegated.

 Part 2: The Historian shall keep an updated history book of BRASA and keep record of events held.

Section C. Officers shall assume their official duties at the close of the last general meeting of the academic year and shall serve for a term of one academic year and/or until their successors are elected/appointed.

Section D. Any officers of BRASA may be removed from office through the following process:

 Part 1: A written request by at least three active-members of the organization shall be submitted to either 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: 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.

Section E. In the event of other officer vacancies (e.g. resignations, officer ineligibility, etc.), 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 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 using secret ballot, and a simple majority vote is required to elect an officer. In the event of a tie, there shall be a run-off vote between the top two vote recipients by all active-members, with a victory margin of a simple majority. No person shall be eligible to serve more than two consecutive terms in the same office. Elections shall take place in April.

ARTICLE VIII STUDENT ORGANIZATION ADVISOR

The student organization advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The student organization advisor should attend executive and general meetings. The student organization advisor shall be nominated by the officers and confirmed by a majority vote of all active-members, and the student organization 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

BRASA will not require membership dues; BRASA will be partially funded by VISA, which is funded by the Student Government; BRASA will also raise funds through events that promote cultural awareness on-campus (such as event sponsored by BRASA, VISA, or other cultural student organizations) and off-campus events (such as a conferences held by the Global Brazilian Student Association). All funds raised will be directed toward travel costs (e.g. plane tickets, gas, lodging).

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 Bread of the Mighty Food Bank, in Gainesville, FL.

ARTICLE XI. ACTIVE MEMBERSHIP REQUIREMENTS

Section A: All members shall attend at least all but one General Body Meeting each semester (Fall or Spring) to maintain their status as “active members.” All active members must also attend at least one external event to maintain their status as “active members.”

Part 1: Only active members are eligible to receive financial aid to attend external events (e.g. conferences, service trips, ceremonies, etc.).

 Part 2: No active member that has already obtained any form of financial aid for a particular event is eligible to receive any financial aid from “BRASA” for that same event.

Section B: Membership in “BRASA” shall be extended to online students or otherwise students who are unable to physically attend meetings and events. Online members must attend all but one meeting each semester (Spring or Fall) through an online live feed to maintain their status as “active members;” with the exception of extreme circumstances (e.g. exams, emergencies, or time-zone differences).

Section C. Only active members who constitute “BRASA”’s executive board shall make changes to social media material with respect to “BRASA.”

ARTICLE XII. AMENDMENTS TO CONSTITUTION

Amendments to this constitution may be made at any regular meeting of BRASA provided notice of the proposed amendment was given two weeks prior to a vote. Amendments require a three-fourths vote of the active-members in attendance at the meeting, and are subject to final approval by the Department of Student Activities and Involvement.