

UNIVERSITY OF MARYLAND SCHOOL OF SOCIAL WORK

CONSTITUTION for Latinx Unidos for Community Healing and
Awareness

(L.U.C.H.A)

Mission Statement/Purpose

*The purpose of LUCHA is to promote a feeling of **solidarity** and **pride** among Latinx students and other members within the School of Social Work, to increase Latinx **awareness** within the SSW, to focus on and improve educational, cultural, and social development within the Latinx community. Ultimately, providing the student body with knowledge of Latinx cultures and their diverse ethnic heritages through various activities and advocacy.*

Leadership Roles

Co-Leader - Treasurer, Secretarial duties, assist in meeting planning and facilitation, advocacy contact person, assist leader in social and communications.

Co-Leader (Social Chair) - Meeting planning and facilitation, outside events, campus events, tabling events

Communications Chair - Emails, Instagram, Facebook, Flyers, Advertising

ARTICLE I *Name of the organization*

The name of this organization shall be Latinx Unidos for Community Healing and Awareness of the University of Maryland, Baltimore School of Social Work.

ARTICLE II *Purpose of organization*

The purpose of LUCHA shall be:

Section 1: To promote a feeling of solidarity and pride among Latin American students and other members within the School of Social Work (also referred to as SSW).

Section 2: To increase Latin American awareness within the School of Social Work.

Section 3: To focus on and improve educational, cultural, and social development within the Latin American community.

Section 4: To provide the student body with knowledge of Latin American cultures and their diverse ethnic heritages through various activities.

ARTICLE III *General Membership*

Section 1: Any student, faculty, or alumni of the University of Maryland School of Social Work may become a member of LUCHA after attending a meeting.

ARTICLE IV *Officers*

Section 1: All decisions, votes, or nominations will be determined by a majority vote among the LUCHA membership (hereafter referred to as the General Membership).

Section 2: LUCHA will be co-chaired by 3 officers. The co-chairs will be responsible for upholding the Constitution of

LUCHA and disseminating the contents of LUCHA to the members of LUCHA and to the University of Maryland School of Social Work community.

Section 3: The co-chairs' shared duties & responsibilities shall be:

Subsection 3a (General)

- a. To act as the official spokespersons for LUCHA.
- b. To maintain communication with the Student Government Association (SGA) of the School of Social Work.
- c. To maintain communication with the LUCHA Faculty Advisor.
- d. To recruit and inform potential LUCHA members.
- e. To delegate and appoint duties and responsibilities to members.
- f. To liaise with community organizations, as well as with other University of Maryland student organizations.
- g.
- h. Subsection 3b (Financial)
- i. To work with University officials on LUCHA financial matters.
- j. To oversee all expenses required for the efficient running of LUCHA.
- k. To create and maintain a financial budget.
- l. To record and keep track of all financial matters.
- m. To file and report all financial records.

Subsection 3c (Events & Projects)

- a. To organize, prepare, and conduct meetings at least once a month on an agenda generated from what the members seek to discuss.
- b. To reschedule meetings, events, etc should the need arise.
- c. To advertise meetings, guest speakers, special events, projects, etc through use of the SSW online bulletin.
- d. To publicize events throughout the SSW campus, specifically on the physical bulletin boards located throughout the SSW.

Section 4: The incoming prospective LUCHA officers will be nominated by any of LUCHA members, with the final decision being made by the General Membership of LUCHA during the spring semester (with the majority vote). If there should be an open spot, nominations will be made by the existing officers, with a final vote from the general membership of LUCHA. The retiring

officers will serve as mentors to the incoming officers until the term is over.

Section 5: In the event of an impeachment of a LUCHA officer, a three-quarter (3/4) vote from the General Membership is needed for impeachment. The person being impeached will not be eligible to vote in this matter.

Section 6: The LUCHA officers shall invite the Faculty Advisor to all Officers' Meetings.

Section 7: The LUCHA officers shall share in the responsibilities of the organization.

Section 8: The LUCHA officers shall act as the faculty representative body of LUCHA.

Section 9: LUCHA officers shall act as the focal point for LUCHA within the University of Maryland School of Social Work and the University of Maryland community at-large.

Section 10: LUCHA officers are to organize and delegate responsibilities for projects and events as agreed upon by the General Membership.

ARTICLE V ***Meetings***

Section 1: Monthly meetings- The officers shall meet for at least one organizing/ planning meeting each month.

Section 2: At least one general LUCHA group meeting will be organized and held each month. Subsequent meetings will depend on the level of LUCHA membership participation, student body needs, and current events impacting the Latinx/Hispanic community and Social Work profession, as well as unforeseen but essential learning opportunities.

ARTICLE VI Finance

Section 1: LUCHA shall receive \$1000.00 per semester (via student activity fees/SGA). The SGA Treasurer and SSW financial administrator maintain records and monitor the expenses incurred for the sponsorship of LUCHA activities and events.

Note: Funds left over from the fall semester (via LUCHA) shall carry over to the spring semester and any unused funds left upon the conclusion of the spring term shall be returned to the SGA General Budget. It is the responsibility of LUCHA officers to keep track of spending.

Section 2: Fund usage- All use of LUCHA funds must be approved by membership. This may be done through the approval of a general budget, which must be submitted to the general Student Government Association.

ARTICLE VII Faculty Advisor

Section 1: The Faculty Advisor shall be selected from the faculty or administration of the School of Social Work.

Section 2: The Advisor shall act as a liaison between the LUCHA and the School of Social Work Administration.

Section 3: The Faculty Advisor shall be confirmed annually by a majority vote.

Section 4: The Faculty Advisor is encouraged to attend and participate at the general LUCHA meetings.

Section 5: The Faculty Advisor must be committed to Latin American issues and to LUCHA.

Section 6: The Faculty Advisor will advise in LUCHA events, projects, and fundraisers.

Section 7: The Faculty Advisor will serve as a resource for references within the Latin American community.

Section 8: The Faculty Advisor will inform LUCHA of Latin American issues in the community, especially in Baltimore, MD, Washington, D.C., and rural areas.

Section 9: The Faculty Advisor does not have the power to vote on the Executive Board, only to advise.

Section VIII Amendments

Section 1: Proposed amendments to LUCHA Constitution are to be ratified by majority vote of the General Membership or by the officers if there are no active members.

BY- LAWS

Article I. Relationship with Student Government Association

- a. LUCHA, along with other student organizations of the University of Maryland School of Social Work fall under the guidance of the Student Government Association (hereafter referred to as SGA).
- b. LUCHA shall provide the SGA with the Constitution and By-Laws (updated as necessary), budgets, Faculty Advisor (s) names, and a current list of officers to be recognized as a Student Government affiliated Student Organization. This information should be turned in at the first SGA meeting in the Fall semester.
- c. LUCHA shall review and update its Constitution and By-laws each academic year.
- d. LUCHA shall further provide SGA with minutes from all meetings, fundraising plans (as applicable), activity plans, and day, time, and place of the organization's scheduled meetings.
- e. At least one LUCHA officer must be in attendance at all monthly SGA General-body meetings. One person from LUCHA must attend unless prior notification has been given to an SGA representative.
- f. All funds must be utilized for activities provided which are relevant to course of study and advancement of the University of Maryland School of Social Work. All activities must be advertised to and be open to all registered students of the University of Maryland School of Social Work.

- g. LUCHA must publicize all meetings and events to the students of the University of Maryland School of Social Work.
- h. Neither students at the University of Maryland School of Social Work nor any interested participant from the other schools within the University of Maryland or the community at large can be refused from attending a LUCHA- funded event.
- i. Funds will not be available to LUCHA unless it has complied with (b)- (h)
- j. LUCHA may not request additional funding from SGA unless it has complied with rules stated in (b), (c), (d), (e), (f), (g), and (h).

Article II. Fund Usage

- a. Copies of LUCHA budgets shall be forwarded to the Assistant Dean of Student Affairs, the Faculty Advisor for LUCHA and the SGA Executive Board.
- b. LUCHA events that incorporate meals or food can be attended by staff and administration who should be prepared to pay a fee for attending the event with the exception of Faculty Advisors who have been identified by the Student Organization.
- c. Any funds not used by LUCHA by the end of a given academic year (month of May) will be returned to the General SGA budget.
- d. If the organization does not submit its budget, then LUCHA must submit a written request, at least two weeks prior to a planned event, to receive SGA funds. The proposal submitted to request for funds for a planned event will be reviewed and voted upon for approval at the monthly SGA General-body Meetings; a 2/3 vote of the SGA's Executive Board and any students of the University of Maryland School of Social Work in attendance at that meeting must occur in order for funds to be granted for the proposed event/activity.
- e. In attempting to secure a guest speaker for an event, SGA requests to attempt to negotiate the fee to reduce the excessive use of SGA funds for this purpose.
- f. LUCHA, along with all other student organizations, can request any and all funds available to the SGA for events that incorporate the students of the University of Maryland School of Social Work or other student affiliated organizations on campus.

Article III. Public Relations

- a. All events and meetings should be publicized at least 2 weeks in advance within the University of Maryland School of Social Work utilizing at least two more of the following:

1. The SSW Daily Bulletin
 2. LUCHA's bulletin board
 3. Flyers
 4. E-mail
 5. USGA News
- b. LUCHA shall properly maintain its bulletin board throughout the school year.
 - c. Flyers posted for special events cannot be posted on the entry doors of the University of Maryland School of Social Work, in the elevator within the school, or on painted surfaces.
 - d. Flyers must be removed after the event has taken place.
 - e. LUCHA can be fined if it does not comply with (a), (b), (c), or (d) above.

Article IV. Organization Access in the School

- a. LUCHA shall be provided with its own Bulletin board within the University of Maryland School of Social Work on which it may announce events, provide information, and communicate with its members and the general student and faculty body.
- b. At least two (2) officers of LUCHA shall be provided with keys to the SGA office.
- c. LUCHA shall have its own storage space as well as file drawer within the SGA office. Copies of all minutes, fliers, advertisements, correspondence, updated Constitutions, member lists, or other documents from each academic year must be stored in the LUCHA files. The Officers shall maintain this file.
- d. LUCHA shall have a page within the School of Social Work website on the World Wide Web. Members should update the page with changes in the Constitution or purpose, planned events, and summaries of activities and meetings.