The University of Iowa Latino Council

Article I: Name and Brief History

The name of the organization shall be the University of Iowa Latino Council (hereafter referred to as the LC), was established in the fall of 1989, as the Council on the Status of Latinos, by a group of Latino faculty and staff in response to issues raised by their constituencies who historically have been underrepresented in institutions of higher education.

Article II: Mission

The LC’s mission is to create a university environment that addresses the needs and concerns of Latino faculty and staff, to keep abreast of issues affecting UI- Latino students and to serve as an advisory body to the University of Iowa.

Article III: Membership

- Section 1. Any University of Iowa faculty or staff person who is engaged in issues relevant to Latinos at the University of Iowa is eligible for membership regardless of race, color, creed, national origin, religion, ethnic background, gender, disability, gender identity, sexual orientation or veteran status.
- Section 2. A designee from the Office of the Provost shall be a non-voting member of the LC Executive Committee.
- Section 3. Non-voting membership will be accorded to the coordinator of the Latino Native American Cultural Center; the chairperson/president of graduate and professional school’s Latino student organizations, or their designees.

Article IV: Voting

Any member of the LC that has attended any of the LC meetings during the academic semester of the elections shall be considered a voting member. General Body Business will begin in accordance with the University’s academic school year.

Article V: Meetings

- Section 1. The LC shall meet at least once a month throughout the academic school year.
- Section 2. Quorum for LC meetings shall be established upon the presence of two (2) members of the Executive Committee and three (3) general members.

Article VI: Executive Committee

- Section 1. The Executive Committee shall consist of the Chair, the Vice-Chair, and Treasurer/Secretary.
- Section 2. The Chair, Vice-Chair, and Treasurer/Secretary shall be University of Iowa faculty or staff.
- Section 3. The Executive Committee shall be elected by ballot during the Month of April to serve for one year or until their successors are elected. The elected Executive Committee members will assume their offices in the month of August.
- Section 4. No Executive Committee member shall hold more than one elective office at a time.
- Section 5. Executive Committee members shall serve a one year term and be eligible for reelection to the same position up to three (3) consecutive terms.
- Section 6. A vacancy in an elective office shall be filled by appointment by the Executive Committee. A quorum of the Executive Committee will be three people and is needed to fill any vacancy. The appointee shall serve until the next election at which time the vacancy will be filled by vote of the membership.
- Section 7. There shall be three At Large members of the Executive Committee with voting rights.
- Section 8. The duties of the Executive Committee shall include, but not be restricted to:

1) Chair:
   A) Preside over LC meetings.
   B) Serve as LC representative/liaison to the broader University community.
   C) Be the official spokesperson for the LC.
   D) Submit an annual report to the Provost and the LC members that discusses the status of the Latino members of the University community.
   E) Assist the Treasurer in developing an annual budget.
   F) Execute the wishes of the membership as expressed in the motions and resolutions passed at the business meetings.
   G) Chair the Executive Committee.

2. Vice-Chair:
   A. Preside over the LC meetings in the absence of the Chair.
   B. Assume the position of Chair upon the absence, resignation, or inability of the Chair to serve during the term of office.
   C. Serve in the Executive Committee.
   D. Assist the Chair with other functions as requested.

3. Treasurer/Secretary:
   A. Monitor LC expenses, revenues, budget, and prepare an annual report.
   B. Serve in the Executive Committee.
   C. Preside over LC meetings in the absence of the Chair and Vice-Chair.
   D. Report on the status of the LC business account at LC meetings.
   A. Maintain an archival copy of all LC documents.
   B. Record minutes of LC meetings and distribute them for approval at subsequent meetings.
   C. Distribute LC documents to members.
   D. Maintain and update a list of LC members.

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E. Oversee the LC’s website.
F. Preside over LC meetings in the absence of the Chair and Vice-Chair.

Article VII: Finances

All LC financial matters will be determined by the vote of the majority of the Executive Committee.

Article VIII: Standing Committees

- Section 1. Standing Committees may be established by the LC as necessary to carry out its mission.
- Section 2. Standing Committee decisions are subject to approval by the Executive Committee.
- Section 3. Task-oriented committees may be established from time to time as the Executive Committee sees fit. Such committees will operate within the purpose of the LC. They shall be specifically charged and shall be automatically dismissed upon completion of their task.

Article IX: Amendments

Amendments to the LC bylaws must be first approved by the Executive Committee, by a simple majority vote, and subsequently approved by another simple majority vote at the most convenient general LC meeting.