

Brazilian Student Association at The Ohio State University Constitution

Article I

Section 1: Name

The name of the organization shall be the “Brazilian Student Association at The Ohio State University”. Also, it is referred to as BRASA OSU.

Section 2: Purpose

The primary purpose of the Brazilian Student Association at The Ohio State University is to establish a prolific and long-lasting relationship between The Ohio State University and Brazil; thereby, creating a platform through which Brazilian students at The Ohio State University – and non-Brazilians students willing to be involved – are able to study the Brazilian culture, to obtain professional resources, and to contribute to an ongoing discussion about improving Brazil. The goals of BRASA include the promotion of the Brazilian culture and the Portuguese language; the assistance with the application process for prospective students; the organization of events and panels, both regional and national; and the breakthrough of networking opportunities, and professional and academic exchange programs with Brazilian leading institutions. This association will foster a proactive attitude, commit to ethical behavior, and pursue excellence, thus preparing talented people to succeed in their future careers and become strong leaders.

Section 3: Non-Discrimination Policy

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

Article II

Membership requirements:

Any student, faculty member, staff member, or alumnus of any University division, full or part-time, is eligible for membership in the organization. Individuals who wish to join BRASA or cancel a currently active membership may request it by writing a letter of intent or directly emailing any BRASA committee members.

Article III

Organization Structure:

The Brazilian Student Association at The Ohio State University will be run by an executive board consisting of five members: President, Vice President, Treasurer, Social Media/Marketing Director, and Events and Funding Director. The executive board

members will be able to delegate a chair position if necessary. They must be full-time students and be in good academic standing at all times during their mandate.

- The President will be responsible for overseeing the other members of the executive board, as well as the association as a whole. The President will also run all general body meetings, and work closely with the Vice President and Treasurer. The president is the primary contact with the University and with BRASA Global. The president must have Brazilian nationality.
- The Vice President will be responsible for assisting the President on all matters regarding the association, as well as presiding when the President is absent. The Vice President will also be in charge of organizing BRASA's event.
- The Social Media/Marketing Director will be in charge of managing our social media accounts (Instagram primarily) and make graphics to post in there. They will also be responsible for creating digital graphics for the organization.
- The Treasurer will be in charge of all financial concerns, including all transactions and paperwork. The Treasurer will work closely with the President to obtain sponsorship from distinct sources and to create and maintain an annual budget.
- The Events and Funding Director will work closely with the Treasurer, creating financial plans for events and making sure that the club has the necessary funding for all events of the semester.

Elections will be held once every academic year, at the end of the spring semester. Officers will start their mandates on the beginning of the following fall semester, after going through an officer transition process in the course of the remaining weeks of spring semester. Active members will nominate candidates – self-nominations are allowed – and will present a short 2-3-minute speech on the Election Day. Paper voting will follow the speeches and will be counted right away by the executive board.

Elected board members may be removed from their position if they violate any article of this constitution, fail to uphold a good academic standing, and/or fail to perform their functions accordingly. The removal will only be concluded after approval of 2/3 of the members through a voting process in the next general body meeting. An officer may quit his/her position at any point if reasons are justifiable, but will still be responsible for assisting in the transition process for the new elected officer. The formal process for resigning involves writing and submitting a letter to the executive board members, and resignation will be effective upon receipt of the letter. In this case, the President will call new elections during the next general body meeting, and the same procedures will follow.

Article IV

Adviser:

Advisers for our organization must be a full-time member of the University faculty or Administrative & Professional staff. If a person is serving as an adviser who is not a member of the above classifications, a co-adviser must be chosen who is a member of these University

classifications. Advisors should be kept up-to-date about the organization's current activities and the committee will decide the specific term of each advisory position and length.

Article V

Organization Meetings:

1. President and/or vice-president are responsible for informing members about upcoming meetings. Two general meetings of the membership are required each academic term except for summer. Notice of each meeting should be announced through e-mail or phone to all committee members and opened to all organization members.
2. A special committee meeting could be initiated by three or more committee members, and should be announced to the president at least one week in advance to schedule the meeting time.
3. Specific and special meetings may be held and supported by related project leaders and members. The president and/or vice-president must attend any meeting, and other organization's members are welcome to attend.
4. The treasurer must report financial affairs to president on a term basis, and must report to the committee every year. The handover of financial affairs must be an official reporting.
5. The president has the right to dismiss any irresponsible project leader for any activity; the president has right to call for a vote to dismiss the vice-president. The dismissal of the president or vice-president should be initiated by at least three committee members, and supported by over two thirds of committee members who attend committee meetings.
6. BRASA, established as a democratic organization, encourages that members vote upon all major issues. Member voting is facultative, with the exception of committee members (president, vice-president, and treasurer) whose vote is mandatory. If there is a split vote, then the decision will be made by the president's recommendation. Whenever committee meetings make a decision, its effectiveness cannot be changed or stopped by any individual member.

Article VI

Method of Amending Constitution:

1. This constitution must be discussed by at least two-thirds of committee members and approved by all committee members.
2. Any BRASA member may suggest the modification of this constitution. Suggested changes must be submitted by email at least one week prior to the meeting for discussing it. Changes must be agreed upon by at least two-thirds of the meeting attendees and all committee members in order to be implemented.

Article VII

Method of BRASA's Dissolution:

1. The dissolution of the organization should be based on the voting of all committee members, and the number of votes necessary for dissolution must exceed three-fourths.
2. Disposing of assets is to be based on the amount gained through sale and should be divided equally among members of the committee.

3. The amounts of debts are also to be divided equally among members of the committee.

Article VIII

Method of Selecting and/or Removing Officers and Members

1. BRSA general members are selected based on their interests in Brazilian culture, and those members may be removed from the organization if they violate the principles and policies described in this constitution.
2. BRASA officers are selected based on their contribution to the organization and public voting. They may be removed from their position if they fail to fulfill their duties or violate the principles and policies described in this constitution.