

**ARTICLE I. NAME OF ORGANIZATION**

The name of this organization is Hispanic Finance Association. This organization will utilize the acronym HFA in all publicity materials and correspondence. Hispanic Finance Association is affiliated with Hispanic Finance Association, a nationwide organization with chapters at over 20 universities. The website of Hispanic Finance Association is https://www.hispanicfinanceassociation.com/

**ARTICLE II. PURPOSE STATEMENT**

Hispanic Finance Association is established for the purpose of increasing Hispanic representation in high finance roles and inspiring character in the next generation of leaders in finance.

**ARTICLE III. COMPLIANCE STATEMENT**

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

Hispanic Finance Association 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. Discrimination on the basis of the protected classes described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policies) is prohibited.

Section B. Sexual Harassment

Hispanic Finance Association 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 and repeated instances of cyber abuse. Sexual harassment as described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policy) is prohibited.

Section C. Hazing

Hispanic Finance Association 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. Hazing as defined in the University of Florida Regulation 1.0081 (Prohibition of Hazing; Procedures and Penalties) and 4.040 (Student Honor Code and Student Conduct Code) is prohibited. If found responsible for hazing, sanctions may be imposed against the organization, its leaders and/or members.

Section D. Responsibility to Report

The University of Florida identifies Responsible Employees and Campus Security Authorities to support the health, safety, and wellbeing of campus. If Hispanic Finance Association becomes aware of any such conduct described in this article, they are encouraged to report it immediately to staff in Student Activities and Involvement, the Director of Student Conduct and Conflict Resolution, the University’s Title IX Coordinator, or to their Student Organization Advisor, who are identified as mandated reporters.

**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. 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; however, the student organization advisor may not vote in any Hispanic Finance Association matters. The student organization advisor shall be nominated by the officers and confirmed by a majority vote of the members. The student organization advisor will serve a term of one (1) academic year with the opportunity to be reappointed. In the event that the student organization 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 VII. OFFICERS**

Section A: The elected officers of Hispanic Finance Association 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 serve as an aide to the President and shall perform the duties of the

President in her/his absence or inability to serve.

Part 3: The Treasurer shall receive all monies of Hispanic Finance Association; 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 Hispanic Finance Association and at other times when requested by the President or Vice President.

Section B: The appointed officer of Hispanic Finance Association shall be Secretary, VPs of Marketing, Education, Operations, Mentorship, Research, and Development.

Part 1: The Secretary shall be appointed by the President and Vice President. The Secretary shall record the minutes of all meetings of Hispanic Finance Association and shall perform other duties as may be delegated.

Part 2: The VP of Marketing shall be appointed by the President and Vice President. The VP of Marketing shall be responsible for all marketing materials and their dissemination in our recruitment efforts.

Part 3: The VP of Education shall be appointed by the President and Vice President. The VP of Education shall be responsible for maintaining the high educational standards of our curriculum of meetings.

Part 4: The VP of Operations shall be appointed by the President and Vice President. The VP of Operations shall be responsible for maintaining the high standards of operation on a daily basis, including mentorship meetings, member development and other responsibilities.

Part 5: The VP of Membership shall be appointed by the President and Vice President. The VP of Membership shall be responsible for ensuring that members are fulfilling their duties and expectations to the established and accepted standards laid out in meetings and internal club materials.

Part 6: The VP of Research shall be appointed by the President and Vice President. The VP of Research shall assist the VP of Education in curriculum development and targeting areas of need in the education of members.

Part 7: The VP of Development shall be appointed by the President and Vice President. The VP of Development shall ensure that members are succeeding in their development in anticipation of interviews and the recruitment process.

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 officer of Hispanic Finance Association may be removed from office through the following process:

Part 1: A written request by at least three 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: A two thirds majority vote of members present is necessary to remove the officer.

Part 3: 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 that an officer position becomes vacant for reasons beyond impeachment (e.g. resignations, officer ineligibility, or similar occurrences) the president will appoint a temporary officer to fill that position until such time as an election can be held using the election procedures found in Article VII

**ARTICLE VIII. ELECTIONS**

Nominations for all officers will take place annually at the general meeting prior to election meeting. Any member may nominate any other member, including himself or herself. Nominations may also be made during the election meeting prior to closing of nominations. Voting will occur by secret ballot and a simple majority vote is required to elect an officer. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients. No person shall be eligible to serve more than two consecutive terms in the same office. Elections should take place in April to allow for turnover between old and

new board.

**ARTICLE IX. FINANCE**

Hispanic Finance Association will not require membership dues. Hispanic Finance Association will apply for Student Government funding.

**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 the Alachua County Humane Society.

**ARTICLE XI. AMENDMENTS TO CONSTITUTION**

Amendments to this constitution may be made at any regular meeting of Hispanic Finance Association provided notice of the proposed amendment was given one week prior to a vote. Prior to this meeting our officers will request a copy of the constitution from the Department of Student Activities and Involvement through email. Any member is eligible to propose an amendment, and proposals should be sent to any member of the executive board. Amendments require a two-thirds vote of the members in attendance at the meeting, and are subject to final approval by the Department of Student Activities and Involvement.