

**By laws for the Hispanic Business Student Association
at the University of Memphis**

Article I - Name and Purpose

Section 1.

The name of this organization will be the Hispanic Business Student Association (HBSA).

Section 2.

Purposes of this organization are:

- Serve as a safe place for Hispanic business students.
- Provide resources that are sometimes limited to Hispanic students.
- Work as a community in order to support each other and help improve the Hispanic business community in Memphis.
- Act as a group of people that are there for each other to lean on when in need of help to become a successful Hispanic business student.

Article II - Membership

Section 1.

Description: Membership should consist of Hispanic/Latin business students and students who would like to aid those of the Hispanic business community.

Membership of this organization shall be made up of students who:

- have a declared business major.
- Must have a 2.0 GPA or above
- Must be from Hispanic/Latin ethnicity or speak Spanish.

Section 2.

- Selection of members of this organization shall be made without regard to race, gender, religion, sexual orientation, physical disabilities, nationality, or age.
- Membership is limited to undergraduate and graduate students in the Fogelman College of Business and Economics.

Section 3.

Membership must be approved by the officer board.

Section 4.

The process for applying for membership will consist of: completion of an application which includes a recommendation from a university faculty/staff or

**By laws for the Hispanic Business Student Association
at the University of Memphis**

from an active delegate member. Those selected as perspective members shall go through an interview process with the selection committee

Section 5.

Applications will be collected year-round, with new membership confirmed on an as needed basis.

Section 6.

All events held by this organization will be voted on. All members will have voting rights, no matter the length of membership.

Article III - Officers

Section 1.

There shall be a president, vice president, a treasurer, a communications chair, and a secretary. The term of the officers is at least one semester but not limited to. If the officers fill their duties successfully after one semester they may continue to go on for another.

Section 2.

The positions within the officer board shall be held by a membership vote and consideration of current president and vice president.

Section 3.

Duties of officers:

- The president shall lead every meeting and organization events and provide proper scheduling for meetings and events.
- The vice president shall assist the president in meetings and events, end meetings from time to time, keep records of current members.
- The treasurer shall take care of finances, record who has paid and how much on a document that is accessible by the vice president and the president, take care of membership fees, and work with the president on T-shirt orders.
- Communications chair shall update members on upcoming meetings and communicate with members about deadlines through email and a group chat.
- The secretary shall take minutes at every meeting and give a copy of the minutes to every officer, and record attendance.

**By laws for the Hispanic Business Student Association
at the University of Memphis**

Article IV - Finances

Section 1.

There shall be dues every semester for membership.

Section 2.

For new members, the new member fees shall be \$25. For returning members, the returning member fee will be \$10.

Section 3.

Documentation of payments should be accessible to the vice president, president and treasurer. All financial contributions to this organization shall be used for the Hispanic business Student association. All funds shall be deposited to a separate account monitored by the president.

The treasure along with the president shall take care of payments and budgets to complete proper needs for meetings and events.

Section 4.

In the event that the HBSA should dissolve, all funds belonging to the Hispanic Business Student Association will be put toward scholarships for the Fogelman College of Business and Economics.

Article V - Meetings

Section 1.

Opening lunch a few days before the semester begins where we talk about the goals we have for this semester and what we can do to reach those goals. Monthly meetings at the end of the month, These will not be mandatory but act as check in meetings. Every month we will address different topics. Ending Pizza Party Meeting either the Saturday or Monday after exams where we relax, eat pizza and play games.

Section 2.

The officer board should also have monthly meetings to talk about special events and requests.