

**COLUMBIA LAW SCHOOL BRAZILIAN ASSOCIATION (CLSBrazil)  
CONSTITUTION AND BYLAWS**

**1. Name**

1.1. The name of the association shall be the Columbia Law School Brazilian Association (CLSBrazil).

**2. Purpose**

The purpose of CLSBrazil shall be to aggregate current and former CLS students, faculty members, professionals, and other individuals interested in Brazil and to facilitate academic, cultural and business interchanges between Brazil and the United States. The main goal is to establish at Columbia Law School a forum in which Brazilian legal, political, economic, cultural and social issues can be openly addressed and discussed. CLSBrazil also aims to organize and support cultural, academic and business events to discuss and promote important aspects of Brazil, in order to strengthen the links with the United States.

**3. Governmental Structure**

3.1. Membership and Leadership. In accordance with Senate's Nondiscrimination Policy, membership and leadership shall be open to all Columbia Law School students without regard to race, ethnicity, color, national origin, age, handicap or disability, sex, gender, sexual orientation, marital status, religion, political affiliation, or the general exercise of a student's right of free speech or association. Any group which selects a team to participate in an organized competitive activity is deemed to have a membership and leadership which is open to the entire student body so long as all students are allowed to apply or tryout for membership on the team.

3.1.1. Faculty, staff, exchange students, those pursuing joint or concurrent degrees with Columbia Law School and the like may also take part on specific activities carried out by CSL BRA, as expressly allowed and defined at the Executive Board's convenience.

3.2. Executive Board. The Executive Board of CLSBrazil shall meet periodically to determine the general direction of the CLSBrazil and to carry out its duties as outlined in this Constitution. Executive Board meetings shall be publicized and open to all active members of the CLSBrazil. The Executive Board shall be constituted of the following positions, elected in accordance with Article 3.3 below:

3.2.1. President. The President will be responsible to represent CLSBrazil in any event, meeting, or documents of any nature. The President will serve as the liaison between the organization and the administration and faculty and will be the primary contact for all things relating to the association other than finances.

3.2.2. Vice President. The Vice President will be responsible to assist the President in all administrative matters and to provide support to the committees of Academic Events and Cultural Activities in carrying out their respective activities.

3.2.3. Secretary. The Secretary will be responsible for all matters regarding the administrative management of CLSBrazil. These activities include, but are not limited to, assistance to the treasurer, the creation and administration of mailing lists, contact with other student organizations and all other institutions with whom CLSBrazil will maintain contact as a consequence of the promotion of academic, cultural, and business events.

3.2.4. Treasurer. The Treasurer will be the primary contact for the budget of CLSBrazil. The Treasurer will be responsible for signing all reimbursements and tracking the budget progress of the association. The Treasurer will also be responsible for making all Student Senate budget requests and appeals in a timely manner.

3.2.5. Academic Events Officer. The Academic Events Officer will be responsible for the organization of events that advance discussions and promote understanding of contemporary Brazilian legal, economic and political issues. Besides fostering the debates about the role of Brazil in the international scenario, the events shall also enhance the academic experience of Brazilian students at Columbia Law School through the creation of events and activities that facilitate intellectual exchange with students attending other programs and faculty members both in and outside Columbia Law School.

3.2.6. Cultural Activities Officer. The Cultural Activities Officer will be responsible for the organization of recreational activities that promotes a better understanding of Brazil and the Brazilian cultural heritage. The Cultural Activities Officer will organize a series of cultural events directed to the Columbia University students with the purpose of promoting the visibility of several cultural aspects that makes Brazil as a unique and diverse country.

3.3. Election. At the beginning of each semester, the members of the Executive Board may appoint the new members to begin serving immediately. The positions will be elected by a simple majority of the members present. For the first term, the Executive Board shall be composed by the persons so appointed in the Founding Members and Officers Charter.

3.3.1. All members of the Executive Board may be held personally liable for any expenditures made by CLSBrazil but not authorized by it.

3.3.2. All members of the Executive Board must be a full time student at Columbia Law School and comply with any and all University regulations pertinent to student organizations.

3.3.3. The outgoing President shall serve as an advisor to the incoming members of the Executive Board whenever useful or necessary.

3.4. Decisions. Each member of the Executive Board shall have an equal vote in policy decisions, and any tie votes may be broken by the President.

3.5. Removal. Any member of the Executive Board shall be removable by a two-thirds vote at a regular Executive Board meeting which shall constitute a quorum if that member of the Executive Board has missed the previous two meetings or if he/she is not adequately performing his/her duties. Adequacy will be jointly determined by the other members of the Executive Board. In the event of resignation or removal, a replacement may be elected by the members of the Executive Board as needed, by a simple majority vote.

#### **4. Meetings**

4.1. The Executive Board shall meet on an informal basis, consistent with fairness and good order. However, in the case of procedural dispute, Roberts Rules of Order shall govern. Meetings shall be held at least twice per semester. A quorum of 50% of members of the Executive Board in good standing is required for a meeting to be convened. Absent members may be represented by a duly executed proxy.

4.2. Dignity, fairness and efficiency shall be the governing principles at all CLSBrazil meetings. The President shall preside over all meetings. In the President's absence, the Vice President shall preside.

#### **5. Amendment**

5.1. This constitution may be amended by a vote of not less than two thirds of the CLSBrazil Executive Board.

#### **6. Governing Rules**

6.1. The CLSBrazil shall be governed by this Constitution and by all policies of Columbia Law School and Columbia University.

#### **7. Process Manual**

7.1. The Executive Board may create a process manual to govern the procedures of the association in greater detail.