

**Constitution
Student Bar Association
Humphrey's School of Law**

Article I

Name

This organization shall be known as the Student Bar Association of Humphrey's Law School.

Article II

Purpose

The Student Bar Association of Humphrey's Law School is organized to represent the Student Body, to promote the idea of professional responsibility, to achieve the betterment of the law student in their professional and social interests, and to coordinated activities for the students of the law school. The Student Bar Association shall not discriminate on the basis of race, national origin, religion, sexual orientation, gender, or handicap.

Article III

Membership

Section 1. Student Membership

All registered students at Humphrey's Law School who are candidates for a degree are eligible for membership.

Section 2. Honorary Membership

Honorary membership may be conferred upon any person by the unanimous vote of the Board of Governors.

Article IV

Membership Dues

Section 1. Student Membership

Student membership dues are \$5.00 per term and shall be collected at the beginning of each term.

Section 2. Honorary Membership

Membership dues shall be waived for all honorary members.

Section 3. Changes

Membership dues may be increased, decreased, or waived by a 2/3 vote of the Board of Governors.

Article V

Board of Governors

Section 1. Powers

- 1) The executive, legislative, and judicial powers of this Association are hereby invested in a representative body to be chosen in accordance with this Constitution. This body shall be known as the Board of Governors.
- 2) The Board of Governors shall consist of an Executive Council and a General Council.
- 3) The Board of Governors shall:
 - a) Serve as the elected governing body of the Student Bar Association.
 - b) Enact such Bylaws and create such standing and special committees, as the business of the Student Bar Association shall require.
 - c) Use Robert's Rules of Order when conducting meetings.
 - d) Assess Student Bar Association fees for increases during the previous year.
 - e) Allocate Association funds.
 - f) Support, promote, and encourage the Association's goals and interests by the passage of resolutions.
 - g) Support and supervise student organizations, student office space, and bulletin boards.
 - h) Support and administer a General Tutorial Program for first year courses.

Section 2. Executive Council

The Executive Council of the Board of Governors shall consist of the following four officers:

- 1) President
- 2) Vice President
- 3) Treasurer
- 4) Secretary

Section 3. General Council

- 1) The General Council of the Board of Governors shall consist of the following Student Representatives:
 - a. First year: one student Representative from each section (total of three)
 - b. Second, third and fourth year: one student from each year.
- 2) In the event that not all candidates under subsection 3 are elected, the Board of Governors shall not be prevented from fulfilling its duties and responsibilities under this Constitution.

Section 4. Responsibilities

- 1) The Student Bar Association President shall:
 - a. Facilitate Board of Governor meetings.
 - b. Represent the interests of the Student Body to the Law School Administration, Faculty and others.
 - c. Direct, supervise, and coordinate the Board of Governors.
 - d. Supervise and recognize Student organizations.
 - e. Appoint students to the Graduation Committee, Faculty Committees and other ad hoc committees as necessary.
 - f. Determine the annual budget with the Treasurer.
 - g. Supervise and administer the General Tutorial Program with the assistance of the Secretary.
 - h. Perform those duties required for First Year Orientation, i. Maintain any Student Bar Association office space and mail, j. Perform any other duties that arise which are consistent with this Constitution.

- 2) The Student Bar Association Vice President shall:
 - a. Attend Board of Governor meetings.
 - b. Assume the duties, authority, and responsibilities of the President where the President is absent or becomes unable or unwilling to serve as required by this Constitution.
 - c. Plan and execute a fall cocktail party and a spring fling for the Student Body in conjunction with the general council members.
 - d. Perform any other duties delegated by the President that are consistent with this Constitution.

- 3) The Student Bar Association Treasurer shall:
 - a. Attend Board of Governor meetings.
 - b. Assume the duties, authority and responsibilities of the President where the President and Vice-president are absent or become unable or unwilling to serve as required by this Constitution.
 - c. Keep accurate account of and report on the financial status of the Student Bar Association at each meeting. In the event the treasurer is unable to attend such meetings, the Treasurer shall fax, e-mail, or telephone the treasurer's report to the President and the President shall report on the financial status.
 - d. Determine each term's budget with the President, including the stipend allocated to the Graduation Committee and any other organization.
 - e. Appoint and supervise a law student to each organization or subcommittee for the purposes of maintaining the organization or subcommittees' finances.
 - f. Disburse and expend Association funds with the approval of the President or by a majority vote of the Board of Governors.
 - g. Perform any other duties delegated by the President that are consistent with this Constitution.

- 4) The Student Bar Association Secretary shall:
 - a. Attend Board of Governor's meetings.
 - b. Assume the duties, authority, and responsibilities of the President where the Vice President and Treasurer are absent or become unable or unwilling to serve as required by this Constitution.
 - c. Record, collect, post, and maintain the official records of the Student Bar Association.
 - d. Publish a bi-monthly Student Bar Association Newsletter informing the Student Body of Student Bar Association services, programs, and activities.
 - e. Publish minutes from the Board of Governors meeting to each class and post on the bulletin board.
 - f. Publish an annual Student Directory.
 - g. Assist the President with the administration and supervision of the General Tutorial Program.
 - h. Perform any other duties delegated by the President that are consistent with this Constitution.

- 5) Student Bar Association Class Representatives shall:
 - a. Assist the members of the Student Bar Association Executive Council as needed.

- b. Attend all meetings of the Board of Governors.
- c. Represent their class division to the Board of Governors.
- d. Inform their class divisions of Student Bar Association services, programs, and activities.
- e. Assist with Student Bar Association activities including, but not limited to, assisting the Vice President with the fall cocktail party and the spring fling, distributing newsletters and meeting minutes, selling tickets, and staffing parties.
- f. Perform any other activities delegated by the President that are consistent with this Constitution.

Section 5. Allocation of Votes

- 1) Every member of the Board of Governors shall have one vote at all Board of Governors meetings. Every officer of the Executive Council shall have one vote at all Executive Council meetings.
- 2) In the event a member of the Board of Governors cannot attend a Board of Governors meeting, they may grant, in writing, a proxy to any member of the Board of Governors. The vote of a member holding a proxy shall then be counted twice.
- 3) Proxies shall not be allowed in Executive Council votes, or in the Board of Governors removal hearings.

Section 6. Eligibility

- 1) Any member of the Student Bar Association in good academic standing (not on any form of academic probation at the time of election) is eligible to be elected or appointed as a member of the Board of Governors, excluding those members eligible for graduation before June of the school year for which the office would be held.
- 2) All candidates must submit the signatures of five constituents in support of their candidacy for a particular office in addition to a form signed by the candidate attesting to their good academic standing to be confirmed with the Law Registrar exclusively by the President. "Write-in" candidates must satisfy these requirements before the voting begins.
- 3) To be eligible for election as the President, the candidate must be a third or fourth year student and be eligible for graduation at the end of the following year or at the end of the year in which the office would be held.
- 4) To be eligible as Vice president, the candidate must be a third or fourth year student and be eligible for graduation at the end of the following year or at the end of the year in which the office would be held.
- 5) To be eligible for election as a Student Representative, the candidate must be a member of such class division.
- 6) All elected or appointed members of the Board of Governors must be in good academic standing at all times while holding office (not on any form of academic probation).

Section 7. Elections

- 1) The current Board of Governors shall conduct elections for new officers and Student Representative at the beginning of the month of April (beginning the year of 2006) of each school year.
- 2) Election of the First Year Representatives shall be held not less than four weeks nor more than six weeks after the start of the fall term.
- 3) The receipt of a plurality vote will determine which candidate will hold which

- position except for the office of President.
- 4) The candidate elected by a majority will hold the office of President. In the instance of no majority, a run-off election shall be held during the following week between the two candidates with the most votes.
 - 5) Ballots shall be counted as soon as possible following the final day of voting by a member of the then Board of Governors and a representative of the Law School Staff. The names of successful candidates shall be posted.

Section 8. Vacancies

- 1) Special Election, called by the President of the Student Bar Association, shall fill any vacancy occurring among the Board of Governors. Such Special Election shall be of the body from which the vacancy occurred, and except for the office of President, shall be filled by plurality vote.
- 2) If the vacancy for any position of the Board of Governors occurs within the last two months of the school year, no election need be held. The President or Dean of the Law school shall designate the responsibilities of each position, if the President is unable, to other members of the Board of Governors, and the position shall then be filled by the General Election in April.
- 3) If there are no candidates for a vacancy on the General Council, the President shall appoint the position with the approval of the Board of Governors. In the same instance where the vacancy exists on the Executive Council, the President shall appoint the office with the approval of the Executive council.
- 4) The office of President shall be filled in the following manner unless the vacancy occurs within the last two months of school; at that point the position shall be filled **pursuant to this constitution** until the General Elections are held:
 - a. The Vice President shall announce a Special school-wide election to be held not more than four weeks form the date the vacancy was noticed.
 - b. The position shall be open to every student eligible for graduation within two years.
 - c. Candidates must comply with Section 6(b) of this Article within two weeks of the announcement of the election.

Section 9. Term

- 1) All members of the Board of Governors will serve a term of one year, and except for the President, the term shall commence at the beginning of the school year. The President's term shall commence at the end of the school year in which they were elected.
- 2) An incumbent member is eligible for re-election and providing they meet the eligibility requirements, there is no limit upon the member as to the number of terms they may hold.
- 3) All members of the Executive Council shall have the winter and spring term's Student Bar Association fees waived.
- 4) All members of the General Council shall have the spring term's Student Bar Association fee waived.

Section 10. Removal and Recall

- 1) Upon written demand of one-third total voting membership of the Board of Governors, the President shall conduct a hearing to consider the removal of a member for malfeasance, nonfeasance, or misfeasance in office. At the hearing, the member shall have the right to face the accusing members and to offer defenses to the charges against them. Following the hearing, upon

affirmative vote of two thirds of the total voting membership of the Board of Governors, the charged member shall be deemed so removed.

- 2) Upon written petition of 50% of a Board of Governor's constituents, presented to the President, such member shall be subject to recall election. The President shall within five school days call for a special election, to be held not less than ten nor more than fifteen school days after the call. The name of the incumbent shall be placed on a ballot and a majority vote of approval shall allow the member to continue their term. No member of the Board of Governors may be subject to recall before the expiration of thirty days from the assumption of duties.

Section 11. Budget

- 1) The President and the Treasurer shall determine the amount of funds available to the Student Bar Association from the fees paid by the students of the law school.
- 2) A minimum amount, based on figures from the previous year, shall be left to the Student Bar Association account with the Law School for operation costs e.g. duplication, phone bills, supplies.
- 3) The President and the Treasurer shall determine a stipend to be granted to the graduation committee based on the actual amount of fees collected during the Fall Semester.
- 4) All remaining funds will be allocated by a majority vote of the Board of Governors to each of the following interests:
 - a. Fall Cocktail Party or Spring Fling,
 - b. Student Organizations
 - c. General Tutorial Program,
 - d. Additional student body needs (e.g. furniture, supplies, computer programs)

Article VI

Meetings

Section 1. General Meetings

- 1) The Board of Governors shall hold regularly scheduled public meetings, as needed, at least once a month during the regular school year. The President may schedule emergency and special meetings of the Board of Governors as necessary. Rules of conduct shall be determined by the President at the first meeting of the academic year.
- 2) All Board of governors' members shall be required to attend all General Meetings. When a Board of Governors member misses two meetings without an excuse, the Board shall take a vote on whether such member shall be removed from the Board.
- 3) An excused absence is where the member has notified the President by noon of the day of the meeting that the member cannot attend. Class conflict shall constitute an excused absence. Emergency situations shall be considered by the President, and may be excused.

Section 2. Executive Council Meetings

The President shall call Executive Council meetings as needed during the school year. All Executive Council Officers shall be required to attend properly noticed Executive

Council meetings.

Section 3. Notice

Notice shall be given to all Board of Governors members at least one week prior to a General meeting. Notice shall also be posted on the Student Bar Association calendar. Notice shall be given at least forty-eight hours prior to Special Meetings and Executive Council meetings. Improper notice may be verbally waived.

Section 4. Quorum

A quorum shall be required for all Board of Governors and Executive Council votes. A quorum shall consist of a simple majority of voting members.

Article VII

Student Organizations/Committees

Section 1. Authority

The Student Bar Association shall be an umbrella organization, which shall recognize and fund Law Student Organizations. All student organizations shall be ultimately responsible to the Student Bar Association.

Section 2. Purpose

Student organizations shall promote student's interest, provide forums for discourse, and dispense information to the student body.

Section 3. Requirements

- 1) Every student organization or committee must have:
 - a. Written statement of purpose for the organization or committee and how the organization or committee will affect the Student Body as a whole,
 - b. A list of committee members and their respective roles, and
 - c. A chairperson's planning guide to be approved by the Board of Governors.
- 2) Every organization and committee is subject to this Constitution.

Section 4. Budget

- 1) Student organizations and committees shall submit a request for available Association funds consistent with their chairperson's planning guide.
- 2) Student organizations and committees shall be permitted and encouraged to obtain additional funds outside the Student Bar Association.

Section 5. Graduation Committee

Section 6. Faculty Committees

Section 7. Ad Hoc Committees

The President shall solicit petitions from the Student Body and appoint members to such additional committees as are approved by a majority of the Executive Council.

Section 8. Law School "Forum"

Official newspaper

Article VIII

General Tutorial Program

- 1) The Student Bar Association shall support and administer a General Tutorial Program for first year courses.
- 2) The President shall administer the program consistent with the General Tutorial Chairperson's Planning Guide (CPG) with the assistance of the Secretary.

Article IX

Revocation

All prior Constitutions, Amendments thereto, and Bylaws thereof are hereby revoked and shall become null and void immediately upon adoption of this Constitution.

Article X

Amendments and Bylaws

Section 1. Amendments

- 1) This Constitution may be amended by a 2/3 majority of those Association members voting in an Association-wide election.
- 2) An Amendment may be initiated by the Board of Governors or by a petition of at least ten Association members.
- 3) Constitutional Amendments shall become effective ten days after they are ratified.

Section 2. Bylaws

Article XI

Interpretation

Interpretation of the meaning of any clause, section, or article of this Constitution shall be by a majority vote of the Board of Governors.

Article XII

Adoption

This Constitution shall become operative when adopted by a majority of votes at the Board of Governors and General Council.