

# University of South Alabama Pre-Law Society

## CONSTITUTION

**ARTICLE I** The name of this organization is and shall be referred to as the University of South Alabama Pre-Law Society.

**ARTICLE II** The purpose of this organization shall be to unite students with a common interest in law, while assisting in the dissemination of information in relation to law and preparation for the pursuance of such a course of study.

**ARTICLE III** Membership in the University of South Alabama Pre-Law Society is open to all regularly enrolled students. Accordingly, no person may be excluded from membership or leadership in a registered student organization due to race, color, religion, national origin, age, gender (unless exempt under Title IX), sexual orientation, familial status, disability or veteran status; provided, however, that registered student organizations may limit their membership to students who, upon individual inquiry, affirm that they support the organization's religious, political or other legally protected views, consistent with the First Amendment.

### **Section I.**

1. Any student currently enrolled in the University of South Alabama is eligible for membership in the Pre-Law Society. Membership is open to undergraduate and graduate students alike, and the organization does not differentiate between the two for purposes of determining rank and station.
2. Any students interested in joining the Pre-Law Society need only attend a meeting and give any necessary information, such as Jag Number and contact information, to the Secretary of the organization.
3. In order to be an official member with voting powers, a member must be currently enrolled at the University of South Alabama, with a name and jag number and must have paid \$10.00 membership dues. These dues will cover one year. (August to August)
4. A quorum for the USA Pre-Law Society consists of one half of its total membership, rounded up. At least this number of students must be present in order to vote on policy, vote for officers, or make any decisions which significantly affect the Pre-Law Society.
5. There are no grade requirements for membership. Inclusion in the USA Pre-Law Society is based on an interest in law studies and is open to all, regardless of academic performance.

**ARTICLE IV** The Pre-Law Society will be led and organized by a board of four executive officers: the President, the Vice President, the Secretary, and the Treasurer. The executive officers will be assisted by one officer: Member at Large.

### **Section I.**

1. The powers and duties of the president shall be to:
  - a. Preside over all meetings of the society
  - b. Act as representative of the society
  - c. Appoint committee chairs
  - d. Enforce society and University rules
  - e. Report to the advisor about society activities and events
2. The powers of the Vice-President shall be to:
  - a. Preside in the absence of the President
  - b. Aid the President in completing his or her duties
  - c. Maintain social media websites for the Society including OrgSync, Twitter, Instagram, and Facebook.

- d. Assist the President by coordinating the press relations of the club, which include relations with *The Vanguard*, and securing the approval of all flyers, posters, or other advertisements
- 3. The powers and duties of the Secretary shall be to:
  - a. Handle all correspondence and clerical functions of the society
  - b. Keep true and accurate minutes of the meetings
  - c. Notify members of events and meetings
  - d. Maintain a historical archive of society events and activities
  - e. Prepare ballots for society elections
- 4. The powers of the Treasurer shall be to:
  - a. Preside over the fiscal accounts and matters of the society
  - b. Keep a budget and post monthly report
  - c. Meet with the club advisor regularly to review account balances and financial transactions
  - d. Represent the organization by attending SGA budget meetings when the society seeks appropriations
  - e. Collect all dues and donations
- 5. The powers of the Member at Large shall be to:
  - a. Act as primary student advisor to all officers
  - b. Assist any officer when needed
  - c. Help with relations between the officers and society members
  - d. Present amendments and by-laws submitted by members during meetings
  - e. Act as temporary officer during special elections

## **Section II.**

- 1. To qualify as an officer a student must have completed at least two semesters at the university, be a current member of the Pre-Law Society, fully comprehend his or her expected duties, and anticipate to be enrolled and preside through the school year to which he or she is elected. (Transfer students must complete one semester at the university before being nominated as an officer.)
  - a. Elections shall take place at the last meeting of the Spring semester and the terms of the office shall be for one year. (This excludes the first elections of this body. Those officers will be selected at the first meeting and will remain until elections in the Spring).
  - b. Nominations may be made by any Pre-Law Society member in good standing.
  - c. The candidate(s) receiving a majority of the vote of the general membership will be declared the winner and accept the duties of the office at the beginning of the following Fall semester.
  - d. Anyone running for President or Vice-President must be a good-standing member for one year before being nominated.

## **Section III.**

- 1. An officer of the Pre-Law Society may be removed by a two-thirds majority of all members or by the society advisor if the advisor deems his or her performance to be unsatisfactory.
  - e. Any officer wishing to resign from the Pre-Law Society must state their intentions to do so to the President, the advisor, and the general membership. The resigning officer must relinquish all society documents and information, which includes financial/budget information to the President or Vice President at the time of his or her resignation.
  - f. Until the resigning officer is replaced, the Member at Large will cover his or her duties temporarily.
  - g. Should a vacancy occur before the completion of a term of office, a special election will be held at the subsequent meeting to fill the position.
  - h. The exception to this is the office of President, which, in such an instance, will be filled by the current Vice President, and an election will be held for a new Vice President.

**ARTICLE V** The advisor of the Pre-Law Society must be a member of the faculty or staff at the University of South Alabama. He or she must have an area of expertise or knowledge in law.

**Section I.**

1. The advisor will remain in office until his or her resignation from the position.
2. If the advisor should resign, a special meeting may be called by the President in order to discuss the candidates for replacement, and the organization must vote for on a new advisor, who will be selected by a majority vote.

**ARTICLE VI** The USA Pre-Law Society will hold monthly meetings or as the President deems necessary.

**Section I.**

1. Members of the USA Pre-Law Society must be notified about upcoming meeting dates and kept informed about any activities or developments by the President, the Vice President, or the Secretary.
2. Special meetings should only be called in the most pressing circumstances by the President. If the President is removed from office in any way, the Vice President serves as President during the meeting.
3. Quorum shall be one half of total membership of the society. Quorum will be necessary in order to conduct business.
4. All members will be respectful and patient during the society discussions. These discussions will be moderated by the President or Vice President, should the President be absent. The subject of the discussions will be either decided by the President, Vice President when applicable, or voted on by the society as a whole. The discussions themselves will be a free dialogue of ideas and opinions on a topic that is important to the society.

**ARTICLE VII** All finances will be coordinated by the Treasurer and President of the Pre-Law Society.

**Section I.**

1. If applicable, dues will be collected at the beginning of the semester by the Treasurer.
2. The \$10.00 membership due will cover one year. (August to August) Dues will be suspended until after this organization is an official university organization. Once this body is registered than dues will be discussed for the Fall 2015 semester.
3. The University of South Alabama Pre-Law Society will have an on-campus bank account.
4. Any surplus funds will go to the Criminal Justice and Political Science Department of the University of South Alabama in an instance where the organization becomes inactive.
5. All accounts, financial records and transactions of the organization are subject to audit or review by the Dean of Students.

**ARTICLE VIII** Any and all proposed by-laws and amendments must be presented in writing to the membership by the Member at Large and voted upon at the following full meeting. Both bylaws and amendments shall be ratified provided a simple majority of the quorum vote in favor of it.

**Bylaws of the University of South Alabama Pre-Law Society**

1. The Pre-Law Society shall comply with all rules and regulation of the University of South Alabama and federal, state and local government.
2. If a member violates University policies, then the offender will be submitted by the Pre-Law Society to the proper authorities, where they will be punished according to the standards of the USA Lowdown.
3. The time of the meetings shall be decided upon by the officers at the first meeting of every Fall semester.

4. Meetings of the USA Pre-Law Society will begin by taking attendance. Then, the society will gather all important news and new events will be outlined. After the announcements of new business, the outline of the present meeting will be presented. Then, the meeting will assume regular business. Afterwards, the officers will discuss club status including event planning, finances, and overall society health.
5. Rules during the meetings and at all events will be the basic rules of respect and decency. When the society is engaged in a discussion, racist or prejudiced remarks will not be tolerated, nor will any other remarks that seem derogatory or are deemed to be detrimental to the dialogue at hand.
6. The President has authority to appoint special committees from time to time to address particular issues or projects. These committees will not be continuing or standing committees and would only come about as the needs arise.
7. The Pre-Law Society shall have three or more standing committees:
  - a. Fundraising Committee
  - b. LSAT Committee
  - c. Activities Committee
8. Additional standing committees may be established by a majority of the quorum vote of the membership.