



**Constitution of the
Student Bar Association**
*of the Paul M. Hebert Law Center at
Louisiana State University*

ARTICLE I. NAME

The official name of the student governing organization at the Law Center shall be the Student Bar Association of the Paul M. Hebert Law Center at Louisiana State University (hereinafter “Student Bar Association,” “SBA,” or “the Association”)

ARTICLE II. OBJECT

Section 1. The Object of the Association shall be to:

- A. Serve as the definitive student governing organization at the Law Center;
- B. Perform the executive, legislative, and judicial functions of the student body;
- C. Represent the issues and interests of the student body to the Law Center administration and faculty and to the community at large;
- D. Foster and encourage the professional competence and the academic achievement of its members;
- E. Implement and promote innovative programming and community service projects through the Law Center; and
- F. Provide for the general welfare of its Members.

Section 2. The introduction of any motion or course of action that falls outside the Object of this Association shall require a two-thirds vote of officers present and voting at a duly constituted meeting of the Association

Article III. MEMBERS

Section 1. Eligibility of Membership

- A. Any student, regardless of class classification or visiting status, that is currently enrolled in the Law Center and pays student activity fees to the



42 Student Bar Association shall be eligible for membership into the
44 Association.

46 B. Any student that is currently enrolled in the Law Center, but because of
48 their enrollment status, does not automatically pay student activity fees of
the Association.

50 **Section 2.** Classes of Members

52 A. General Members. General Members shall consist of any eligible, non-
54 visiting student that is currently enrolled in the Law Center as a 1L, 2L, or
3L. Law Center students visiting other legal institutions or who are
56 enrolled in a joint degree program shall be General Members if they meet
the eligibility requirements for membership.

58 B. Visiting Members. Visiting Members shall consist of any eligible student
that is visiting the Law Center from another legal institution or any student
60 from Southern University involved in the LSU-Southern University Co-
Op Program.

62 C. Graduate Members. Graduate Members shall consist of any eligible
64 student that is enrolled in any graduate program offered by the Law
Center.

66 **Section 3.** Rights of Membership

68 A. General Members and Graduate Members shall have the right to attend
70 meetings of the Association, participate in programs hosted by the
Association, vote in any officer election or referendum sponsored by the
72 Association, run for any officer position of the Association pursuant to any
governing document adopted by the officers of the Association, and
74 carryout any other rights, duties, and privileges prescribed I any governing
document of the Association.

76 B. Visiting Members shall have the right to attend meetings of the
78 Association, participate in programs hosted by the Association, and
carryout any other rights, duties, and privileges prescribed in any
80 governing document of the Association. Visiting Members shall have no
right to vote in any officer election or referendum sponsored by the
82 Association and to run for an officer position in the Association.

84 C. Members of the Association shall have the right to present motions before
the officers of the Association by (1) seeking an officer of the Association



86 to sponsor the motion or (2) presenting a petition signed by fifty (50)
Members of the Association on the object of the motion to the SBA
88 President before a meeting of the officers of the Association.

90 D. Members of the Association shall have the right to speak in debated on
any motion presented at a meeting of the officers of the Association;
92 however, the presiding officer at the meeting shall be permitted to limit
the amount of time of debate by its Members.

94 E. Members of the Association shall have a right to request any document
96 produced by any entity of the Association. Such documents shall include
the minutes to any meeting held by the Association, the financial
98 information of the Association, and contact information of officers of the
Association.

100 **Section 4.** Fees

102 A. Students shall pay a student activity fee to the Student Bar Association, as
104 approved by the LSU Board of Supervisors, to be eligible for membership
into the Association.

106 B. Any increase or decrease in the student activity fee to the Student Bar
108 Association shall be handled in the form of a referendum, pursuant to
Article XV of this document.

110 C. Upon a simple majority vote, the officers of the Association may assess
112 any reasonable fee on the Members of the Association for any special
program or event hosted by the Association in addition to the requisite
114 student activity fee.

116 **ARTICLE IV. OFFICERS**

118 **Section 1.** The officers of the Association shall consist as follows:

120 A. Executive Officers

- 122 1. SBA Executive President
- 124 2. SBA Executive Vice President
- 126 3. SBA Executive Secretary
4. SBA Executive Treasurer



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- 5. SBA Director of Programming
- B. 3L Class Officers
 - 1. 3L Class President
 - 2. 3L Class Vice President
 - 3. 3L Class Secretary
 - 4. 3L Class Representative
 - 5. 3L Class Representative
- C. 2L Class Officers
 - 1. 2L Class President
 - 2. 2L Class Vice President
 - 3. 2L Class Secretary
 - 4. 2L Class Representative
 - 5. 2L Class Representative
- D. 1L Class Officers
 - 1. 1L Class President
 - 2. 1L Class Vice President
 - 3. 1L Class Representative of Section 1*
 - 4. 1L Class Representative of Section 2*
 - 5. 1L Class Representative of Section 3*

(*) If the 1L Class has more than three section, an additional 1L class representative position shall be added so that each section has at least one class representative. If the 1L Class has less than three section, the class



170 representative not assigned to a section shall be elected by the entire first-
172 year class.

174 E. Graduate Officer

176 1. L.L.M. Representative

178 **Section 2.** Voting Rights of Officers

180 A. Only 3L Class, 2L Class, and 1L Class Officers shall have voting
182 privileges as the officers of the Association, and Executive Officers of the
Association shall have no voting privileges in the officers of the
Association.

184 B. The L.L.M. Representative, as prescribed in Section 1 of this Article, shall
186 not be empowered with the right to vote in the officers of the Association
until the number of L.L.M. students total at least thirty students.

188 **Section 3.** Term of Office

190 Officers shall hold office for a term of one year, starting on May 1st of a given
192 year and terminating on April 30th of the following year, unless the officer has
been removed from office in accordance to Section 8 of this Article.

194 **Section 4.** Qualifications

196 A. All officers of the Association must be General Members or Graduate
198 Members of the Association who will be physically attending the Law
Center at the time of their election and throughout their tenure of office.

200 B. Only General Members who will be classified as 3Ls by the office of the
202 registrar during the Fall semester of the term of the 3L Class Officer
position for which they are seeking candidacy shall be qualified to run for
a 3L Class Officer position.

204 C. Only General Members who will be classified as 2Ls by the office of the
206 registrar during the Fall semester of the term of the 2L Class Officer
position for which they are seeking candidacy shall be qualified to run for
208 a 2L Class Officer position.

210 D. Only General Members who are classified as 1Ls by the office of the
registrar during the Fall semester of the term of the 1L Class Officer



212 position for which they are seeking candidacy shall be qualified to run for
214 a 1L Class Officer position.

216 E. Only Graduate Members who are classified as a graduate student by the
218 office of the registrar during the fall semester of the term of the Graduate
Class Office position for which they are seeking candidacy shall be
qualified to run for a Graduate Class Officer position.

220 F. The Executive Officer positions may be held by any General Member or
222 Graduate Member regardless of class classification.

224 G. The classification of Dual Degree students shall be determined by the Law
Center Registrar.

226 **Section 5.** Nominations

228 A. A General Member or Graduate Member who meets the qualifications of
230 an office may be nominated to the candidacy of an elected office by
submitting a Statement of Intent form to the SBA Commissioner of
232 Elections during a nomination period designated by the SBA
Commissioner of Elections.

234 B. The nomination period shall extend no later than one week prior
236 to the primary election.

238 C. No one shall be allowed to run for more than one office during the same
election period.

240 **Section 6.** Elections

242 A. The election of officers of the Association shall be by a method
244 determined and governed by the Election Code.

246 B. Votes for officers of the Association shall be by physical ballot, electronic
248 ballot, or both a physical and electronic ballot unless there is only one
candidate for office. In cases where there is only one candidate nominated
250 for office at the end of the nominating period, the sole candidate shall be
immediately elected by acclamation and no voting shall be held for that
position.

252 C. Voter Eligibility



- 254 1. Executive Officers. All General Members and Graduate Members
256 of the Association shall be permitted to vote for candidates for the
Executive Officer positions.
- 258 2. 3L Class Officers. Only General Members who will be classified
260 as 3Ls by the office of the registrar during the first Fall semester of
the term of the 3L Class Officer positions up for election shall be
262 permitted to vote for candidates for the 3L Class Officer positions.
- 264 3. 2L Class Officers. Only General Members who will be classified
266 as 2Ls by the office of the registrar during the first Fall semester of
the term of the 2L Class Officer positions up for election shall be
permitted to vote for candidates for the 2L Class Officer positions.
- 268 4. 1L Class Officers. Only General Members who are classified as
270 1Ls by the office of the registrar during the first Fall semester of
the term of 1L Class Officer positions up for election shall be
272 permitted to vote for candidates for the 1L Class Officer positions.
- 274 5. Graduate Class Officers. Only General Members who are
276 classified as graduate students by the office of the registrar during
the first Fall semester of the term of the Graduate Class Officer
278 position up for election shall be permitted to vote for candidates
for the Graduate Class Officer position.

280 D. Time of Elections

- 282 1. The election of all officer positions, except 1L Class Officers and
284 the Graduate Class Officer, shall be held during March of the
Spring Semester.
- 286 2. The election of the 1L Class Offices shall occur no later than thirty
(30) calendar days after the first day of school in the Fall Semester.
- 288 3. No later than thirty (30) calendar days from the first day of school
290 in the Fall Semester, the SBA Commissioner of Elections shall
292 host a meeting with the Graduate Members of the Association
whereby a Graduate Member shall be elected as the L.L.M.
294 Representative, and, unless provided otherwise by a simple
majority vote of the Association, Graduate Members interested in
296 running for the L.L.M. Representative position shall not be
required to complete the Statement of Intent form as prescribed in
Section 4 of this Article .



298 4. The timing rules for elections deriving from a petition shall be
300 carried out pursuant to Article XV, Section 3(C)(4) of this
document.

302 5. Any other election may be called by a two-thirds vote of the
304 officers of the Association.

306 E. Teller's Report

308 1. Not more than three days after tabulating the votes for an election,
310 the SBA Commissioner of Elections shall compile a Teller's
Report of the election, signed by the Commissioner, outlining the
results of the election.

312 2. The Teller's Report shall contain the number of votes cast, the
314 number of votes necessary for election, the number of votes
received by each candidate, and the number of illegal votes with a
brief statement as to the reason of the illegality.

316 3. The Teller's Report shall be filed in the Admissions Office, and a
318 copy of the Report shall be made available to any student at his or
her request.

320 **Section 7.** Holding More than One Office

322 Officers shall not be permitted to hold more than one officer position;
324 however, in the case of a vacancy, an officer may assume the duties of
another officer position until an election to fill the vacant officer position
326 is held or until a qualified Member is appointed to the vacant position

328 **Section 8.** Salaries of Officers

330 A. Executive Officers may be paid, according to state regulations, a salary at
332 the beginning of the Fall and Spring semesters of their tenure of office.
The officers of the Association shall approve of any salary to executive
officers by a two-thirds vote.

334 B. Salaries of other officers or officials in the Association and any perks
336 received by any officer or official of the Association shall be approved by
a two-thirds vote of officers of the Association. Whenever applicable, an
338 officer or official that will benefit from the salary or perk shall not be
permitted to vote on the measure.



340 **Section 9.** Vacancies

342 A. Vacancy Where Position is Vacant Because No One Sought Election for
344 the Position:

346 1. Should a class officer position become vacant for any reason not
348 listed in Section 10, the president of the class shall appoint a
350 qualified Member to the vacant position. If the vacant position is
352 the president of the class, the vice president shall assume the duties
354 of the class president position and, subsequently, shall appoint a
356 qualified Member to assume the duties of the class vice president
358 position.

360 2. Should an executive officer position become vacant for any reason
362 not listed in Section 10 the SBA Executive President shall appoint a
364 qualified Member to the vacant position. If the vacant position is
366 the SBA Executive President position, the SBA Executive Vice
368 President shall assume the duties of the SBA Executive President
370 and, subsequently, shall appoint a qualified Member to assume the
372 duties of the SBA Executive Vice President.

374 3. When the SBA Executive President appoints a member to a vacant
376 officer position, the appointment shall be subject to a vote of the
378 majority of current officers.

380 B. Vacancy As a Result of Removal from Office

382 1. Should an officer position become vacant because the previous
holder of the position is removed from office pursuant to Section
10 of this Article, an election shall be held to fill the vacant
position if the removal occurred more than 4 months before a
scheduled election. If the removal occurs less than 4 months before
a scheduled election, the president of the class or the SBA
Executive President shall appoint a qualified Member to the vacant
class or executive position, respectively, in the interim before the
scheduled election.

Section 10. Removal of Officers

A. There shall only be three methods of removing an officers of the
Association from his/her position: automatic removal, impeachment, and
recall.



384 B. Automatic Removal

- 386 1. Any officer of the Association shall be automatically removed
388 from office by the SBA Executive President for failing to maintain
any of the qualifications of the office pursuant to Section 4 of this
Article or by resigning from office.

390 C. Impeachment

- 392 1. Any officer of the Association shall be removed from office by the
394 passage of a two-thirds (2/3) vote of officers present and voting at
396 a duly constituted meeting of the Association after a trial or fact-
398 finding investigation by the Ethics Committee. The members of the
Ethics Committee shall specify a procedure and time period for
conducting the trial or fact-finding investigation.
- 400 2. Grounds for impeachment shall be failing to perform the duties of
402 the office, fraud, theft, or engaging in any action tending to injure
the Association, disturb its well-being, or hamper it in its work.

404 D. Recall

406 Any officer of the Association may be removed from office by a recall of
its electorate according to the following procedures:

408 1. Starting the Recall Process

- 410 a. In the case of class officers, a petition signed by forty
412 percent (40%) of the respective class must be submitted to the
SBA Executive President in accordance to Article XV
414 of this document.
- 416 b. In the case of executive officers, a petition signed by forty
418 percent (40%) of the electorate must be submitted to the
SBA Executive President in accordance to Article XV of
this document.
- 420 c. The officers of the Association may subject any officer to a
422 recall vote of its electorate by the passage of a three-fourths
(3/4) vote of officers present and voting at a duly
424 constituted meeting of the Association.

2. Recall Voting Requirements



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- a. The Recall vote must be approved by a two-thirds vote of qualified voters in an election.
 - b. A minimum of fifty percent (50%) of the total eligible qualified voters must vote in the recall election.
3. If a recall vote against an officer fails, another recall vote shall not be initiated against the officer until the next academic semester. This rule shall not limit the ability of the officers of the Association to impeach the officer subject to the failed recall vote has failed.
- E. Any officer who is removed from office shall not be appointed to fill any vacancy in the Association.
 - F. In the event of an officer becoming impeached, notice and reason for the impeachment shall be given to the impeached officer's electorate.

ARTICLE V. DUTIES OF OFFICERS

Section 1. General Rules

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- A. All officers shall perform any such other duties applicable to their office as prescribed in the parliamentary authority and any governing document adopted by the Association.
 - B. All officers of the Association shall make reasonable attempts to assist with Association events that are not specifically designated to a particular class or officer.
 - C. The class president of a given class shall:
 - 1. Serve as chief administrative officer of the class;
 - 2. Act as a liaison between the class and the Association; and
 - 3. Oversee all projects sponsored by the respective class.
 - D. The class vice president of a given class shall:



- 468 1. Serve in the absence of the respective class president and
470 automatically succeed the office of the class president in the case
472 of a vacancy in the class president position; and
- 474 2. Prepare financial statements and report to the SBA Executive
476 Treasurer, class officers, and Members of the respective class.
- 478 E. The secretary of a given class shall:
- 480 1. Keep record of all decisions made by officers of the class
482 pertaining to Association events.
- 484 2. Make meeting decisions available upon request.
- 486 3. In the absence of the SBA Executive Secretary, a class secretary
488 shall temporarily assume the duties of the SBA Executive
490 Secretary at meetings of the Association. The Representatives for
492 each class shall assist the other class officers in their duties.

486 **Section 2.** SBA Executive President

- 488 A. The duties of the SBA Executive President shall consist as follows:
- 490 1. Serve as the liaison between the officers and the Members of the
492 Association;
- 494 2. Represent the interests of the Members of the Associations to the
496 Law Center faculty and administration;
- 498 3. Keep the Members of the Association informed of relevant
500 information on a regular basis;
- 502 4. Embody the spirit and principles of the Association as the chief
504 public representative and ceremonial figurehead of the
506 Association;
- 508 5. Serve as the presiding officer of the Association;
6. Set administrative procedures for the efficient operation of the
Association;
7. Vote as a tie-breaker in the event of a tie in a vote of the officers of
the Association;



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8. Represent the Law Center as the ABA/LSD Annual Meeting; and
 9. Serve as an ex-officio member of all committees of the Association.

516 B. The SBA Executive President shall not have the power to veto or line-item
518 veto any action adopted by the officers of the Association.

520 **Section 3.** SBA Executive Vice President

522 A. The duties of the SBA Executive Vice President shall consist as follows:

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1. Serve as SBA Executive President in the absence of the SBA Executive President and automatically succeed to the office of the SBA Executive President in the case of a vacancy in the SBA Executive President position;
 - 528 2. Serve as a liaison between the officers of the Association and the committees of the Association;
 - 530 3. Serve as liaison between the officers of the Association and all Student Organizations.
 - 532 4. Serve as the presiding officer of the Council of Student Organizations; and
 - 534 5. Serve as an ex-officio member of all committees of the Association;
 - 536 538 6. Serve as the liaison between the officers of the Association and Business Office of the law school administration.

542 **Section 4.** SBA Executive Secretary

544 A. The duties of the SBA Executive Secretary shall consist as follows:

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1. Serve as SBA Executive Vice President in the temporary absence of the SBA Executive Vice President;
 - 550 2. Serve as the recording clerk of the Association by taking minutes at all meetings of the officers of the Association and submit them for approval to the officers;
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- 554 3. Distribute or make available the minutes of meetings of the
556 Association to the officers and Members of the Association no
558 later than seven (7) calendar days after the meeting.
560 4. Serve as the custodian of the records and projects of the
562 Association;
564 5. Maintain an updated contact list of the officers of the Association;
566 6. Maintain the email account of the Association;
568 7. Have a copy of the governing documents and minutes of the
570 Association available at every meeting of the Association;
572 8. Ensure notice is sent out to the Members and officers of the
574 Association a notice of each meeting of the association.
576 9. Shall make available to the Members of the Association all
578 governing documents and meeting minutes from his term of office
580 as a permanent part of the Association's official history;
582 10. Serve as the custodian of the collection of all documents, books, or
584 other written or printed matters of the Association, has custody of
586 these items, -- or at least designates a centralized location for the
588 custody of these items – and control over the access of such items
590 to officers and Members of the Association;
592 11. Maintain and oversee the content of the website of the officer of
594 the Association.

Section 5. SBA Executive Treasurer

A. The duties of the SBA Executive Treasurer shall consist as follows:

- 586 1. Serve as the chief finance officer of the Association;
588 2. Serve as the custodian of the funds of the Association, keeping
590 careful records of all receipts and making no disbursements
592 without the authority of the officers of the Association;
594 3. Prepare financial statements and report to the officers of the
Association;



- 596 4. Oversee the financial activities of each class;
- 598 5. Advise the officers of the Association in financial planning based
600 on expenditures of the Association in the past;
- 602 6. The SBA Executive Treasurer shall make disbursements no more
604 than the total amount authorized by a vote of the majority of the
606 officers of the Association; and
7. Provide a compilation of all expenditures from his term to his
successor.

608 **Section 6.** SBA Director of Programming

- 610 A. The duties of the SBA Director of Programming shall consist as follows:
- 612 1. Assist all programming of the Association to ensure that such
614 programs are properly and efficiently implemented;
- 616 2. Serve as liaison between the Association and social venues; and
- 618 3. Regularly plan social events for members of the Association.

620 **Section 7.** 3L Class Officers

- 622 A. The 3L Class Officers shall be responsible for the Hats and Canes cocktail
624 party and tailgate in the Fall semester, the production of Assault and
626 Flattery in the Spring semester, and planning the various activities that
must be completed in connection with the spring commencement
ceremony.

628 **Section 8.** 2L Class Officers

- 630 A. The 2L Class Officers shall be responsible for the planning of the
Barrister's Ball in the Spring Semester.

632 **Section 9.** 1L Class Officers

- 634 A. The 1L Class Officers shall be responsible for the planning of the
636 Halloween Party in the Fall Semester and Family Day in the Spring
Semester; and



638 B. The 1L Class Officers shall elect one of its officers to serve as 1L Class
640 Secretary.

642 **Section 10.** Graduate Class Officer

644 A. The L.L.M. Representative shall serve as a liaison to the Association of
646 issues facing Graduate Members at the Law Center.

648 B. The L.L.M. Representative shall be responsible for hosting a program to
650 create a cultural exchange between the international students and non-
652 international students at the Law Center.

654 **Section 11.** Contracts and Expenditures

656 All proposed contracts and expenditures shall be approved by a majority of the
658 Officers of the Association present and voting at a meeting prior to their
660 execution.

662 **Section 12.** Town Hall

664 The officers of the Association shall hold one town hall meeting each Fall and
666 Spring, open to all members of the Association.

668 **ARTICLE VI. MEETINGS**

670 **Section 1.** The SBA Executive President, at his own discretion or at the request of
672 five (5) officers of the Association, shall call a regular meeting of the
674 officers of the Association, , by issuing a call for the meeting to the
676 officers of the Association at least one calendar day before the intended
678 date of the meeting. The call shall contain a tentative agenda for the
680 meeting and the proposed time, place, and location of the meeting.

682 **Section 2.** Special Meetings of the officers of the Association may be called at any
684 time by the SBA Executive President, at his own discretion or at the
686 request of five (5) officers of the Association.

688 **Section 3.** All meetings of the officers of the Association shall be open to the public,
690 unless the meetings are in Executive Session. A motion to enter Executive
692 Session shall be voted upon affirmatively by three-fourths of Officers
694 present and voting.



680 **Section 4.** In order to conduct business, a quorum of the officers of the Association
682 must be present. A quorum shall consist of a simple majority of the voting
 officers of the Association.

684 **Section 5.** All officers of the Association shall have a duty to attend all of the
686 scheduled meetings of the officers of the Association; however, if an
688 officer is unable to attend a meeting, that officer shall inform the SBA
 Executive President of his inability to attend as soon as practicable. Any
 officer having more than two absences per semester may be subject to
 removal from office pursuant to Art. IV Section 10(C) of this document.

690 **ARTICLE VIII.** COMMITTEES

692 **Section 1.** The Standing Committees of the Association shall consist as follows:

694 A. Ethics Committee

696 1. The duties of the Ethics Committee shall consist as follows:

698 a. Interpret this document and any governing document
700 adopted by the Association;

702 b. Declare any action of the officers of the Association
704 unconstitutional when such actions violate the text and
 spirit of this document;

706 c. At the request of the Vice Chancellor of Academic Affairs,
708 adjudicate all matters relating to a violation of the Student
 Code of Professional Responsibility;

710 d. Adjudicate any disputes that may arise involving officers
712 and Members of the Association and elections administered
 by the Association; and

714 e. Certify the voting results of elections held by the
 Association.

716 2. Composition

718 a. The Ethics Committee shall consist of twelve (12)
720 members, appointed by the officers of the Association.



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2. The Academics Committee shall establish and maintain a 1L Mentor Program for incoming students. The Chair of the Committee shall be appointed by the SBA Executive President. The Chair may appoint a Vice-Chair at his discretion.
- E. Diversity and Professionalism Student Committee
1. The duties of the Diversity and Professionalism Student Committee shall consist as follows:
 - a. Strive to help minority students succeed, foster camaraderie among all students, and promote better understanding of one another's cultures and experiences by addressing the recommendations promulgated in the Report and Recommendations of the Diversity Task Force in September 2015;
 - b. Collaborate with the Diversity and Professionalism Faculty Committee to address diversity and professionalism issues through educational programming and the development of resources to address the needs of diverse students.
 2. Composition
 - a. The Diversity and Professionalism Student Committee shall consist of three (3) appointed members, one from each class, and at large members consisting of Members of the Association.
 - b. The Diversity and Professionalism Student Committee shall be chaired by the Diversity and Professionalism Student Committee Chair, who must be a 2nd or 3rd year student. The Student Committee Chair shall be appointed by the SBA Executive President after taking applications in the spring semester. The officers of the Association shall appoint the remaining two members in collaboration with the Student Committee Chair in the fall semester.
 - c. The three (3) appointed members will serve as student liaisons and attend meetings of the Diversity and Professionalism Faculty Committee. The Diversity and Professionalism Student Committee will also operate



808 independently and endeavor to engage participation from
all interested Members of the Association.

810 d. The officers of the Association shall strive to have a
812 Diversity and Professionalism Student Committee whose
composition shall be reflective of the diversity of the
814 Members of the Association.

816 **Section 2.** Special Committees of the Association may be created by a simple
majority vote of the officers of the Association as needed to address
818 specific concerns and issues.

820 **Section 3.** Term of Office and Removal of Committee Members

822 A. The term of office for any member of a Committee of the Association
shall be consistent with the term of office for officers of the Association
824 pursuant to Art. IV, Section 3 of this document.

826 B. Committee Members appointed by the officers of the Association may be
removed by the passage of a two-thirds (2/3) vote of officers present and
828 voting at a duly constituted meeting of the Association. Committee
members appointed by the Council of Student Organizations may be
830 removed by the passage of a two-thirds (2/3) vote of representatives
present and voting at a duly constituted meeting of the Council.

832 **ARTICLE IX.** RELATIONSHIP WITH THE AMERICAN BAR ASSOCIATION/ LAW STUDENT DIVISION

834 **Section 1.** The Student Bar Association of the Paul M. Hebert Law Center at
Louisiana State University may commit two official voting delegates to
836 the Assembly of the American Bar Association-Law Student Division
(hereinafter "ABA/LSD"), consisting of the SBA Executive President and
838 another delegate appointed by the SBA Executive President.

840 **Section 2.** The delegates may attend the ABA/LSD Annual meeting and any other
ABA/LSD functions as requested by the LSU Law Chancellor, the LSU
842 Law Vice Chancellor of Student Affairs, any other executive agent of the
ABA/LSD, including the governor of the ABA/LSD 13th Circuit, or at the
844 request of the officers of the Association.

846 **Section 3.** If the SBA Executive President or the ABA Representative cannot attend a
meeting or function of the ABA/LSD, the officers of the Association may
848 designate another officer or Member to attend the meeting or function.



850 **ARTICLE XI. ELECTRONIC COMMUNICATIONS**

852 **Section 1.** Voting by Email or Over the Telephone. Any entity of the Association
854 shall be permitted to vote by email or by conference call, unless otherwise
856 provided by a rule of the officers of the Association. A record shall be
858 produced of all votes taken, and rule concerning the distribution of the
860 record shall be in accord with the provisions on the distribution of minutes
862 as prescribed throughout this document.

864 **Section 2.** Association Website. The officers of the Association shall host and
866 maintain a website that is easily accessible and publicized to the Members
868 of the Association. At the minimum, the website shall contain contact
870 information for all officers of the Association, minutes to meetings of the
872 officers of the Association, the governing documents of the Associations,
874 a listing of events hosted by the Association, and the budget and any
876 additional financial information of the Association.

878 **ARTICLE XII. PROVISIONAL STUDENT ORGANIZATIONS AND ORGANIZATIONS**

880 **Section 1.** General Rules

882 A. A group of students seeking official recognition from the officers of the
884 Association shall first become a Provisional Student Organization, then a
886 recognized Student Organization by following the provisions in this
888 Article.

890 B. Membership in any Provisional Student Organization or Organization
shall be open to all Members of the Association.

892 **Section 2.** Provisional Student Organizations

894 A. To become a Provisional Student Organization, a group of students shall
896 submit a Proposal for Provisional Charter Status to the SBA Executive
898 Vice President stating:

- 899 1. That the group has at least eight or more members;
- 900 2. That the membership in the group is open to all members of the
Association;
- 901 3. That the group has a leader and include the name of the leader;



- 892 4. That the group has undertaken creative activities that promote
894 educational, social, or charitable endeavors that contributes to the
Law Center or the community at large;
- 896 5. That the group will abide by any decision of the Ethics Committee
898 and any legislation, policy, or rule adopted by the officers of the
Association and the Council of Student Organizations;
- 900 6. The group's purpose, goal, and needs; and
- 902 7. Any other additional requirements by the officers of the
904 Association.

906 B. The SBA Executive Vice President shall submit the group's proposal for
Provisional Charter Status to the officers of the Association for approval.
908 Upon a simple majority vote of the officers of the Association, the group
of students shall be given a Provisional Charter as a Provisional Student
910 Organization.

912 C. Rights, Duties, and Privileges of Provisional Student Organizations

914 After 1 year of maintaining the requirements to become a Provisional
Student Organization, the officers of a Provisional Student Organization
916 may submit a request to the officers of the Association to become an
official Student Organization. The requirements of a Provisional Student
918 Organization must be met in order to obtain the status of Student
Organization.

920 **Section 3.** Student Organizations

922 A. Once a Provisional Student Organization has obtained the status of
Student Organization, the Student Organization shall have a duty to:

- 924 1. Maintain a membership consisting of at least eight members;
- 926 2. Submit a list of all information required to become a student
928 organization upon the request of the Executive Vice President, and
include contact information for all officers of the Organization;
- 930 3. Hold at least one meeting of the Organization per semester.

932 B. Rights, Duties, and Privileges of Student Organizations

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- 936 1. A Student Organization may apply to the officers of the
Association for an organizational email account and webpage
938 hosted by the Law Center;
- 940 2. A Student Organization shall be bound to abide by any decision of
the Ethics Committee and any legislation, policy, or rule adopted
942 by the officers of the Association of the Council of Student
Organizations.
- 944 C. Organizations failing to meet any of the requirements prescribed in Letter
946 B of this Subsection shall be considered inactive and shall not enjoy any
privilege or perk associated with being a Student Organization in the
948 Association. Any Student Organization having inactive status for two
consecutive academic years shall have its Student Organization Charter
950 automatically revoked by the SBA Executive Vice President and must re-
initiate the requisite procedures to become a Student Organization

952 **Section 4.** Funding Groups of Student, Provisional Student Organizations, and
954 Student Organizations

- 956 A. The officers of the Association, at its own discretion, may fund any group
958 of students, Provisional Student Organization, or Student Organization
consistent with the provisions of this Section.
- 960 B. General Criteria for Funding
- 962 1. The officers of the Association shall not fund from the student
964 activity fees:
- 966 a. Events, projects or programs that are not open to all
Members of the Association;
- 968 b. Groups of students, Provisional Student Organizations, and
970 Student Organizations that are not open to all Members of
the Association;
- 972 c. Alcoholic beverages, for any event, project, or program
974 hosted by the officers of the Association or any group of
students, Provisional Student Organizations, or Student
976 Organizations;



- 978 2. In considering funding to any group of students, Provisional
980 Student Organization or Student Organization, the officers of the
982 Association may consider:
- 984 a. The history and track record of the activity being hosted by
986 the groups of students, Provisional Student Organization, or
988 Student Organization;
 - 990 b. The participation of the Provisional Student Organizations
992 or Student Organization in the Council of Student
994 Organizations;
 - 996 c. The compliance of the group of students, Provisional
998 Student Organizations, and Student Organization to
1000 policies of the officers of the Association and the Council
of Student Organizations; and
 - 1002 d. The inclusiveness of the activity being hosted by the group
of students, Provisional Student Organizations, or Student
Organization, and the opportunity for participation of the
entire law school community in the activity.
- 1004 C. The officers of the Association may develop additional funding
restrictions and procedures to those listed in this Section.

1002 **ARTICLE XIII.** COUNCIL OF STUDENT ORGANIZATIONS

1004 **Section 1.** Purpose

1006 The Purpose of the Council of Student Organization (hereinafter “Council”) is to increase
1008 the participation and input of student organizations into the projects and policies of the
Association by creating a forum where the leaders of Provisional Student Organizations
and Student Organizations can discuss issues that affect them.

1010 **Section 2.** Composition

1012 A. The Council of Student Organizations shall be composed of one
1014 representative from each Provisional Student Organization and Student
Organization at the Law Center.

1016 1. Each Provisional Student Organization shall have one non-voting
1018 representative on the Council, and each Student Organization shall
have one voting representative on the Council.



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2. Each Provisional Student Organization and Student Organization shall determine its own rules for designating one of their members to serve as a Representative in the Council.
 3. If one person represents multiple Provisional Student Organizations and/or Student Organizations, that person shall retain all voting privileges of the Provisional Student Organizations and/or Student Organization that he represents.
- B. The SBA Executive Vice President shall preside over the meetings of the Council.
- C. The Council shall elect a recording secretary, called the Clerk of the Council, who shall serve as the recording clerk of the Council.
- Section 3. Duties**
- A. The Council shall be empowered to carryout the following duties:
 1. Provide input to the officers of the Association on any policy, initiative, or project considered for discussion at a meeting of the officers of the Association;
 2. Provide a recommendation to the officers of the Association on any group of students seeking a Provisional Charter or a Student Organization Charter;
 3. Share powers with the officers of the Association in adopting any policy, initiative, or project dealing with Provisional Student Organization and Student Organizations, especially when the policy, initiative, or project pertains to fundraising by, publicizing events of, allocating office space to, distributing email account to, and providing for the general welfare of Provisional Student Organizations and Student Organizations.
 - a. The Council and the officers of the Association shall not be required to gain approval from the officers of the Association and the Council, respectively, when adopting a policy, initiative, or project dealing with Provisional Student Organizations and Student Organizations, although such a concurrence may be ideal as a matter of practice.



1106 presented at a meeting of the Council. This provision shall be an exception
1108 to the rule prescribed in Article III, Section 3(D) of this document.

1110 E. In order to conduct business, a quorum of the representatives in the
1112 Council must be present. A quorum shall consist of representatives from
one-third (33%) of the total voting representatives of the Council.

1114 **Section 5.** The Council, upon the passage of a two-thirds vote of Representatives
1116 voting at a duly constituted meeting of the Council, may adopt any special
rules of procedure consistent with and complementary to the provisions of
this document.

1118 **ARTICLE XIV. SELF-ASSESSED FEES**

1120 **Section 1.** A self-assessed fee is a fee that is voted on by the students upon
1122 themselves and their successors at the Law Center. Any proposal for a
1124 self-assessment shall first be submitted to the Chancellor of the Law
1126 Center for initial approval being submitted to the Members of the
Association for voting. For the purposes of the timeline prescribed in
Article XV concerning petitions, the approval of the Chancellor shall be
obtained when the SBA Executive President determines the feasibility of
the petition.

1128 **Section 2.** All proposals for self-assessment shall include a complete justification for
1130 the proposed assessment, a project of annual revenues generated by the
1132 fee, anticipated expenditures of the fee, and the term of the assessment. If
1134 the proposal derives from a petition by the Members of the Association,
1136 the requisite information prescribed in this Section shall be submitted by
the petitioner when the petition is submitted to the SBA Executive
President, and this requisite information need not be included or attached
to the actual petition when the petitioner seeks the signatures of
supporters.

1138 **Section 3.** All self-assessed fees adopted by the Members of the Association shall be
1140 subject to a recall referendum by the Members of the Association if the fee
1142 is not used to secure bonded indebtedness, Fees used to secure bonded
indebtedness shall remain irrevocable until final payment of the bonds.

1144 **Section 4.** All self-assessed fees shall require the approval of the LSU Board of
1146 Supervisors before the self-assessment is implemented.

1148 **ARTICLE XV. REFERENDUMS & PETITIONS**



- 1150 **Section 1.** A referendum is the power to send an “issue” to a direct vote of the
Members of the Association. “Issues” shall include:
- 1152 A. Approving or rejecting any action or legislation adopted by the officers of
the Association or the representatives of the Council;
- 1154 B. Making amendments to this document or any government document
1156 adopted by the officers of the Association or the representatives of the
Council;
- 1158 C. Proposing new rules and policies of the Association;
- 1160 D. Creating or rescinding self-assessed fees or modifying the monetary
1162 amount of self-assessed fees;
- 1164 E. Recalling an officer of the Association.
- 1166 **Section 2.** A referendum may be initiated by the officers of the Association or by the
Members of the Association.
- 1168 A. A referendum initiated by the officers of the Association shall require a
1170 two-thirds vote of officers present and voting at a duly constituted meeting
of the officers of the Association.
- 1172 B. A referendum initiated by the Members of the Association shall require
1174 the filing to the SBA Executive President of a petition meeting the
following signature requirements and any other requirements prescribed in
1176 this document:
- 1178 1. A referendum concerning self-assessed fees shall require
signatures at least equal to thirty-five percent (35%) of the
1180 Members of the Association on the petition;
- 1182 2. A referendum to recall an officer of the Association shall require
signatures at least equal to forty-percent (40%) of the electorate on
1184 the petition, pursuant to Art. IV, Section 10(D) of this document;
- 1186 3. All other referendums shall require signatures at least equal to
twenty-five percent (25%) of the Members of the Association on
1188 the petition.
- 1190 **Section 3.** Petitions



- 1192 A. In order to be valid, a petition shall contain the printed name, signature,
1194 class classification, phone number, and email address of each qualified
1196 Member of the Association in support of the issue of the petition and the
date the qualified Member signs the petition. The petition shall be an
original and not a photocopy.
- 1198 B. Issue of a Petition
- 1200 1. A petition shall not contain more than one issue;
- 1202 2. The issue of a petition must be clearly stated at the top of each
1204 page of the petition where there are signatures;
- 1206 3. Wording of the Issue
- 1208 a. The issue must specifically state the wording to be used on
the voting ballot;
- 1210 b. An issue shall not include or exclude qualified Members of
1212 the Association who are entitled to vote on the issue or
change the specified percentage of votes necessary for the
1214 approval or disapproval of the issue.
- 1216 C. Procedures for Petitions
- The following procedures shall be used to verify and execute petitions:
- 1218 1. A completed petition shall be submitted to the SBA Executive
1220 President;
- 1222 2. Within seven calendar days of receiving the completed petition, the
1224 SBA Executive President shall submit the petition to the Chair of
the Ethics Committee for verification. The Ethics Committee shall
1226 ensure that the petition meets the requirements for petitions as
prescribed in the document, and the Committee shall not consider
1228 the merits concerning the issue of the petition. If the petition does
not meet the prescribed requirements, the Chair of the Ethics
1230 Committee shall return the petition to the SBA Executive President
and include a statement as to why the petition is invalid. The SBA
1232 Executive President shall then return the petition and statement
from the Ethics Committee to the petitioner.



1234 3. However, if the petition is successfully verified by the Ethics
1236 Committee, the Ethics Committee returns the petition to the SBA
Executive President for execution. The SBA Executive President
1238 shall have seven calendar days to consider the feasibility of the
petition before submitting the petition to the SBA Commissioner
1240 of Elections for execution. If the issue is deemed infeasible, the
SBA Executive President shall invalidate the petition and submit a
1242 statement to the petitioner outlining the reasons for the
invalidation. The petitioner may appeal the decision of the SBA
Executive President to the Ethics Committee.

1244 4. However, if the SBA Executive President determines that the issue
1246 of the petition is feasible, then the petition shall be submitted to the
SBA Commissioner of Elections, who shall then place the issue on
1248 ballot for an election, which shall be held within twenty (20) class
days from the Committee's receipt of the petition by the SBA
1250 Executive President. The SBA Commissioner of Elections shall be
permitted to only make typographical or grammatical revisions to
1252 the petition issue.

1254 D. Failure to follow the timelines outlined in this Section shall cause the
petition to automatically move to the next stage in the process, even if the
1256 petition has not been approved or verified by the officers and entities
prescribed in this Section.

1258 **Section 4.** Elections & Issues

1260 A. If the provisions of two or more issues approved at the same election
1262 conflict, the provisions of the issue receiving the highest affirmative vote
shall prevail.

1264 B. Any issue initiated and approved by the Members of the Association shall
1266 not be repealed by the officers of the Association, unless the provisions of
the issue allow the officers of the Association to repeal the provision.
1268 However, the officers of the Association shall be permitted to amend
issues initiated and approved by the Members of the Association – with
1270 the exception of successful recalls of officers, amendments to this
document and any governing document of the Association, and issues
1272 involving self-assessed fees – as long as the amendment does not
substantially undermine the spirit of the issue.

1274 **ARTICLE XVI.** PARLIAMENTARY AUTHORITY

1276



The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with this document and any special rules of order the Association may adopt.

ARTICLE XVII. AMENDMENTS

Section 1. Amendments to this document may be proposed by a two-thirds vote of officers present and voting at a duly constituted meeting of the Association or by a referendum signed by twenty-five percent (25%) of Members of the Association.

Section 2. Proposed Amendments shall become part of this document after ratification by a simple majority vote of Members of the Association voting in an election.

ARTICLE XVIII. MISCELLANEOUS PROVISIONS

Section 1. Distribution Rules

A. At least one copy of this document shall be placed in the Chancellor's Office and the Office of Admissions.

B. The SBA Executive President shall ensure that this document and any governing document adopted by the Association shall be easily accessible to the Members of the Association at all times.

Section 2. Adoption of Bylaws

A. The officers of the Association and with the representatives of the Council may adopt additional rules consistent with and complementary to the provisions of this document.

B. This document shall supersede any governing document adopted by the Association or by any other Provisional Student Organization or organization at the Law Center.