



**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)  
87 Members of the Association on the object of the motion to the SBA  
88 President before a meeting of the officers of the Association.

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

93 E. Members of the Association shall have a right to request any document  
94 produced by any entity of the Association. Such documents shall include  
95 the minutes to any meeting held by the Association, the financial  
96 information of the Association, and contact information of officers of the  
97 Association.  
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100 **Section 4.** Fees

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

104 B. Any increase or decrease in the student activity fee to the Student Bar  
105 Association shall be handled in the form of a referendum, pursuant to  
106 Article XV of this document.  
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108 C. Upon a simple majority vote, the officers of the Association may assess  
109 any reasonable fee on the Members of the Association for any special  
110 program or event hosted by the Association in addition to the requisite  
111 student activity fee.  
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113 **ARTICLE IV. OFFICERS**

114 **Section 1.** The officers of the Association shall consist as follows:  
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116 A. Executive Officers

- 117 1. SBA Executive President
  - 118 2. SBA Executive Vice President
  - 119 3. SBA Executive Secretary
  - 120 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  
classified as graduate students by the office of the registrar during  
276 the first Fall semester of the term of the Graduate Class Officer  
position up for election shall be permitted to vote for candidates  
278 for the Graduate Class Officer position.

280 D. Time of Elections

- 282 1. The election of all officer positions, except 1L Class Officers and  
the Graduate Class Officer, shall be held during March of the  
284 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  
host a meeting with the Graduate Members of the Association  
292 whereby a Graduate Member shall be elected as the L.L.M.  
Representative, and, unless provided otherwise by a simple  
294 majority vote of the Association, Graduate Members interested in  
running for the L.L.M. Representative position shall not be  
296 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  
384                                    holder of the position is removed from office pursuant to Section  
386                                    10 of this Article, an election shall be held to fill the vacant  
388                                    position if the removal occurred more than 4 months before a  
390                                    scheduled election. If the removal occurs less than 4 months before  
392                                    a scheduled election, the president of the class or the SBA  
394                                    Executive President shall appoint a qualified Member to the vacant  
396                                    class or executive position, respectively, in the interim before the  
398                                    scheduled election.
- 400            **Section 10.**    Removal of Officers
- 402                    A.    There shall only be three methods of removing an officers of the  
404                            Association from his/her position: automatic removal, impeachment, and  
406                            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.

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**ARTICLE V. DUTIES OF OFFICERS**

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**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.

494 **Section 2.** SBA Executive President

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

498 1. Serve as the liaison between the officers and the Members of the  
500 Association;

502 2. Represent the interests of the Members of the Associations to the  
504 Law Center faculty and administration;

506 3. Keep the Members of the Association informed of relevant  
508 information on a regular basis;

4. Embody the spirit and principles of the Association as the chief  
public representative and ceremonial figurehead of the  
Association;

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:
- 524 1. Serve as SBA Executive President in the absence of the SBA  
526 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  
532 Student Organizations.
  - 534 4. Serve as the presiding officer of the Council of Student  
Organizations; and
  - 536 5. Serve as an ex-officio member of all committees of the  
538 Association;
  - 540 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:
- 546 1. Serve as SBA Executive Vice President in the temporary absence  
548 of the SBA Executive Vice President;
  - 550 2. Serve as the recording clerk of the Association by taking minutes  
552 at all meetings of the officers of the Association and submit them  
for approval to the officers;



- 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  
679                    meeting and the proposed time, place, and location of the meeting.

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

684                    **Section 3.**     All meetings of the officers of the Association shall be open to the public,  
686                    unless the meetings are in Executive Session. A motion to enter Executive  
687                    Session shall be voted upon affirmatively by three-fourths of Officers  
688                    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 VII. 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 2<sup>nd</sup> or 3<sup>rd</sup> 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 VIII. 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 IX. 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  
record shall be in accord with the provisions on the distribution of minutes  
as prescribed throughout this document.

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

866 **ARTICLE X. PROVISIONAL STUDENT ORGANIZATIONS AND ORGANIZATIONS**

868 **Section 1.** General Rules

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

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

880 **Section 2.** Provisional Student Organizations

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

- 886 1. That the group has at least eight or more members;
- 888 2. That the membership in the group is open to all members of the  
Association;
- 890 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

934



- 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 XI. 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 XII. 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,  
the requisite information prescribed in this Section shall be submitted by  
1136 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 XIII. 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  
Committee shall return the petition to the SBA Executive President  
1230 and include a statement as to why the petition is invalid. The SBA  
Executive President shall then return the petition and statement  
1232 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 XIV.** PARLIAMENTARY AUTHORITY

1276



1278 The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall  
1280 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.

1282 **ARTICLE XV. AMENDMENTS**

1284 **Section 1.** Amendments to this document may be proposed by a two-thirds vote of  
1286 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.

1288 **Section 2.** Proposed Amendments shall become part of this document after  
1290 ratification by a simple majority vote of Members of the Association  
voting in an election.

1292 **ARTICLE XVI. MISCELLANEOUS PROVISIONS**

1294 **Section 1. Distribution Rules**

1296 A. At least one copy of this document shall be placed in the Chancellor’s  
1298 Office and the Office of Admissions.

1300 B. The SBA Executive President shall ensure that this document and any  
1302 governing document adopted by the Association shall be easily accessible  
to the Members of the Association at all times.

1304 **Section 2. Adoption of Bylaws**

1306 A. The officers of the Association and with the representatives of the Council  
1308 may adopt additional rules consistent with and complementary to the  
provisions of this document.

1310 B. This document shall supersede any governing document adopted by the  
1312 Association or by any other Provisional Student Organization or  
organization at the Law Center.

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