



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

6 **ARTICLE I. NAME**

8 The official name of the student governing organization at the Law Center shall be the LSU
9 Law Student Bar Association (hereinafter “Student Bar Association,” “SBA,” or “the
10 Association”).

12 **ARTICLE II. OBJECT**

14 **Section 1. Non-Profit Corporation**

16 A. The LSU Law Student Bar Association is duly organized as a non-profit
17 corporation under the laws of the state of Louisiana. The Association
18 operates on a non-stock basis.

20 B. The SBA shall be operated as a Louisiana nonprofit corporation to
21 exclusively further charitable purposes. No part of its net earnings shall
22 inure to the benefit of any private shareholder or individual, nor shall any
23 substantial part of its activities consist of carrying on propaganda, or
24 otherwise attempt to influence legislation; nor shall it participate in, or
25 intervene in (including the publishing or distributing of statements), any
26 political campaign on behalf of any candidate of any political office.

28 C. The Board of Directors of the LSU Law Student Bar Association shall
29 consist of the five (5) Executive Officers elected each Spring Semester. It
30 shall be the duty of the Executive President to ensure the LSU Law Student
31 Bar Association remains in good standing as a non-profit corporation under
32 the laws of Louisiana.

34 **Section 2. The Object of the Association shall be to:**

36 A. Serve as the definitive student governing organization at the Law Center;

38 B. Perform the executive, legislative, and judicial functions of the student
39 body;



- 42 C. Represent the issues and interests of the student body to the Law Center
administration and faculty and to the community at large;
- 44 D. Foster and encourage the professional competence and the academic
46 achievement of its members;
- 48 E. Implement and promote innovative programming and community service
projects through the Law Center; and
- 50 F. Provide for the general welfare of its Members.

52 **Section 3.** 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
54 and voting at a duly constituted meeting of the Association

56 **Article III. MEMBERS**

58 **Section 1.** Eligibility of Membership

- 60 A. Any student, regardless of class classification or visiting status, that is
62 currently enrolled in the Law Center and pays student activity fees to the
Student Bar Association shall be eligible for membership into the
64 Association.
- 66 B. Any student that is currently enrolled in the Law Center, but because of their
enrollment status, does not automatically pay student activity fees of the
68 Association.

70 **Section 2.** Members

- 72 A. Members shall consist of any eligible student that is currently enrolled in
the Law Center as a 1L, 2L, 3L, or in a graduate program offered by the
74 Law Center.

76 **Section 3.** Rights of Membership

- 78 A. Members shall have the right to attend meetings of the Association,
participate in programs hosted by the Association, vote in any officer
election or referendum sponsored by the Association, run for any officer
80 position of the Association pursuant to any governing document adopted by
the officers of the Association, and carry out any other rights, duties, and
82 privileges prescribed in any governing document of the Association.



- 84 B. Members of the Association shall have the right to present motions before
86 the officers of the Association by (1) seeking an officer of the Association
88 to sponsor the motion or (2) presenting a petition signed by fifty (50)
90 Members of the Association on the object of the motion to the SBA
92 Executive President before a meeting of the officers of the Association.
- 94 C. Members of the Association shall have the right to speak on any debatable
96 motion presented at a meeting of the officers of the Association; however,
98 the presiding officer at the meeting shall be permitted to limit the amount
100 of time of debate by its Members.
- 102 D. Members of the Association shall have a right to request any document
104 produced by any entity of the Association. Such documents shall include
106 the minutes to any meeting held by the Association, the financial
108 information of the Association, and contact information of officers of the
110 Association.

112 **Section 4.** Fees

- 114 A. Students shall pay a student activity fee to the Student Bar Association, as
116 approved by the LSU Board of Supervisors, for membership in the
118 Association.
- 120 B. Any increase or decrease in the student activity fee to the Student Bar
122 Association shall be handled in the form of a referendum, pursuant to
124 Article XIII of this document.
- 126 C. Upon a simple majority vote, the officers of the Association may assess any
128 reasonable fee on the Members of the Association for participation in any
130 special program or event hosted by the Association in addition to the
132 requisite student activity fee.

134 **ARTICLE IV. OFFICERS**

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

- 138 A. Executive Officers
- 140 1. SBA Executive President
- 142 2. SBA Executive Vice President
- 144 3. SBA Executive Secretary



- 128 4. SBA Executive Treasurer
- 130 5. SBA Director of Programming
- 132 B. 3L Class Officers
- 134 1. 3L Class President
- 136 2. 3L Class Vice President
- 138 3. 3L Class Secretary
- 140 4. 3L Class Representative
- 142 5. 3L Class Representative
- 144 C. 2L Class Officers
- 146 1. 2L Class President
- 148 2. 2L Class Vice President
- 150 3. 2L Class Secretary
- 152 4. 2L Class Representative
- 154 5. 2L Class Representative
- 156 D. 1L Class Officers
- 158 1. 1L Class President
- 160 2. 1L Class Vice President
- 162 3. 1L Class Representative of Section 1*
- 164 4. 1L Class Representative of Section 2*
- 166 5. 1L Class Representative of Section 3*

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



170 class representative. If the 1L Class has less than three sections, the class
172 representative not assigned to a section shall be elected by the entire first-
year class.

174 E. Graduate Officer

176 1. L.L.M. Representative

Section 2. Rights of Officers

178 A. 3L Class, 2L Class, 1L Class Officers, and Executive Officers of the
180 Association other than the SBA Executive President shall have voting
182 privileges as the officers of the Association. The SBA Executive President
184 shall not vote except when a vote is needed to break a tie. Only 3L Class,
2L Class, and 1L Class officers shall have voting privileges over any
approval or denial for the expenditure of funds from the "Student Bar
Association Fee."

186 B. The L.L.M. Representative, as prescribed in Section 1 of this Article, shall
188 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.

190 C. All 3L Class, 2L Class, 1L Class, and Executive Officers of the Association
192 have the authority to make motions before the Association, except for the
194 officer contemporaneously acting as the presiding officer at a meeting of
the Association. This is generally the SBA Executive President but may be
another officer serving as presiding officer in the absence of or at the request
of the SBA Executive President.

Section 3. Term of Office

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

Section 4. Qualifications

204 A. All officers of the Association must be Members of the Association who
206 will be physically, or remotely when necessitated by action of the Law
Center, attending the Law Center at the time of their election and throughout
their tenure of office.

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



- 214 C. Only Members who will be classified as 2Ls by the office of the registrar
216 during the Fall semester of the term of the 2L Class Officer position for
218 which they are seeking candidacy shall be qualified to run for a 2L Class
220 Officer position.
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- 224 D. Only Members who are classified as 1Ls by the office of the registrar during
226 the Fall semester of the term of the 1L Class Officer position for which they
228 are seeking candidacy shall be qualified to run for a 1L Class Officer
230 position.
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- 234 E. Only Members who are classified as a graduate student by the office of the
236 registrar during the Fall semester of the term of the Graduate Class Office
238 position for which they are seeking candidacy shall be qualified to run for a
240 Graduate Class Officer position.
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- 244 F. The Executive Officer positions may be held by any Member regardless of
246 class classification.
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- 250 G. The classification of Dual Degree students shall be determined by the Law
252 Center Registrar.
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Section 5. Declaration of Candidacy

- 236 A. A Member who meets the qualifications of an office shall declare his
238 intention to seek elected office by submitting a Statement of Intent form to
240 the SBA Commissioner of Elections during an election qualification period
242 designated by the SBA Commissioner of Elections.
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- 246 B. The election qualification period shall extend no later than one week prior
248 to the primary election.
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- 252 C. No one shall be allowed to run for more than one office during the same
254 election period.

Section 6. Elections

- 250 A. The election of officers of the Association shall be by a method determined
252 and governed by the Election Code.
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- B. Votes for officers of the Association shall be by physical ballot, electronic
ballot, or both a physical and electronic ballot unless there is only one
candidate for office. In cases where there is only one candidate who has



256 declared their intent to seek office at the end of the election qualification
258 period, the sole candidate shall be immediately elected by acclamation and
no voting shall be held for that position.

260 C. Voter Eligibility

262 1. Executive Officers. All Members of the Association shall be
264 permitted to vote for candidates for the Executive Officer positions.

266 2. 3L Class Officers. Only Members who will be classified as 3Ls by
268 the office of the registrar during the first Fall semester of the term
of the 3L Class Officer positions up for election shall be permitted
to vote for candidates for the 3L Class Officer positions.

270 3. 2L Class Officers. Only Members who will be classified as 2Ls by
272 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
274 to vote for candidates for the 2L Class Officer positions.

276 4. 1L Class Officers. Only Members who are classified as 1Ls by the
278 office of the registrar during the first Fall semester of the term of 1L
Class Officer positions up for election shall be permitted to vote for
candidates for the 1L Class Officer positions.

280 5. Graduate Class Officers. Only Members who are classified as
282 graduate students by the office of the registrar during the first Fall
semester of the term of the Graduate Class Officer position up for
284 election shall be permitted to vote for candidates for the Graduate
Class Officer position.

286 D. Time of Elections

288 1. The election of all officer positions, except 1L Class Officers and
290 the Graduate Class Officer, shall be held during March of the Spring
Semester.

292 2. The election of the 1L Class Officers shall occur no later than thirty
(30) calendar days after the first day of school in the Fall Semester.

294 3. No later than thirty (30) calendar days from the first day of school
296 in the Fall Semester, the SBA Commissioner of Elections shall host
a meeting with the Graduate Members of the Association whereby
298 a Graduate Member shall be elected as the L.L.M. Representative,



300 and, unless provided otherwise by a simple majority vote of the
302 Association, Graduate Members interested in running for the L.L.M.
304 Representative position shall not be required to complete the
306 Statement of Intent form as prescribed in Section 4 of this Article .

304 4. The timing rules for elections deriving from a petition shall be
306 carried out pursuant to Article XIII, Section 3(C)(4) of this
308 document.

308 5. Any other election may be called by a two-thirds (2/3) vote of the
310 officers of the Association.

310 6. For the purpose of this section of the constitution, "Graduate
312 Member" means any eligible student that is enrolled in any graduate
314 program offered by the Law Center.

314 E. Teller's Report

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

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

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

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

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

338 **Section 8.** Vacancies

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



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1. Should a class officer position become vacant for any reason not listed in Section 9, the president of the class shall appoint a qualified Member to the vacant position. If the vacant position is the president of the class, the vice president shall assume the duties of the class president position and, subsequently, shall appoint a qualified Member to assume the duties of the class vice president position.
 2. Should an executive officer position become vacant for any reason not listed in Section 9 the SBA Executive President shall appoint a qualified Member to the vacant position. If the vacant position is the SBA Executive President position, the SBA Executive Vice President shall assume the duties of the SBA Executive President and, subsequently, shall appoint a qualified Member to assume the duties of the SBA Executive Vice President.
 3. When the SBA Executive President appoints a member to a vacant officer position, the appointment shall be subject to a vote of the majority of current officers.

362 B. Vacancy as a Result of Removal from Office

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1. Should an officer position become vacant because the previous holder of the position is removed from office pursuant to Section 9 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.

374 **Section 9.** Removal of Officers

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

378 B. Automatic Removal

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1. Any officer of the Association shall be automatically removed 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.



C. Impeachment

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1. Any officer of the Association shall be removed from office by the passage of a two-thirds (2/3) vote of officers present and voting at a duly constituted meeting of the Association after a trial or fact-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.

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2. Grounds for impeachment shall be failing to perform the duties of the office, fraud, theft, or malfeasance in office.

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D. Recall

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

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1. Starting the Recall Process

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a. In the case of class officers, a petition signed by forty percent (40%) of the respective class must be submitted to the SBA Executive President in accordance to Article XIII of this document.

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b. In the case of executive officers, a petition signed by forty percent (40%) of the electorate must be submitted to the SBA Executive President in accordance to Article XIII of this document.

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c. The officers of the Association may subject any officer to a recall vote of its electorate by the passage of a three-fourths (3/4) vote of officers present and voting at a duly constituted meeting of the Association.

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2. Recall Voting Requirements

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a. The Recall vote must be approved by a two-thirds (2/3) vote of qualified voters in an election.

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b. A minimum of fifty percent (50%) of the total eligible qualified voters must vote in the recall election.

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428 3. If a recall vote against an officer fails, another recall vote shall not
430 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.

432 E. Any officer who is removed from office shall not be appointed to fill any
434 vacancy in the Association.

436 F. In the event of an officer becoming impeached, notice and reason for the
impeachment shall be given to the impeached officer's electorate.

438 **ARTICLE V. DUTIES OF OFFICERS**

440 **Section 1. General Rules**

442 A. All officers shall perform any such other duties applicable to their office as
444 prescribed in the parliamentary authority and any governing document
adopted by the Association.

446 B. All officers of the Association shall make reasonable attempts to assist with
448 Association events that are not specifically designated to a particular class
or officer.

450 C. The class president of a given class shall:

452 1. Serve as chief administrative officer of the class;

454 2. Act as a liaison between the class and the Association; and

456 3. Oversee all projects sponsored by the respective class.

458 D. The class vice president of a given class shall:

460 1. Serve in the absence of the respective class president and
462 automatically succeed the office of the class president in the case of
a vacancy in the class president position; and

464 2. Prepare financial statements and report to the SBA Executive
466 Treasurer, class officers, and Members of the respective class.

468 E. The secretary of a given class shall:



- 470 1. Keep record of all decisions made by officers of the class pertaining
to Association events.
- 472 2. Make meeting decisions available upon request.
- 474 3. In the absence of the SBA Executive Secretary, a class secretary
476 shall temporarily assume the duties of the SBA Executive Secretary
at meetings of the Association. The Representatives for each class
478 shall assist the other class officers in their duties.

Section 2. SBA Executive President

- 480 A. The duties of the SBA Executive President shall consist as follows:
- 482 1. Serve as the liaison between the officers and the Members of the
484 Association;
- 486 2. Serve as the liaison between the officers of the Association and the
488 committees of the Association;
- 490 3. Represent the interests of the Members of the Associations to the
Law Center faculty and administration;
- 492 4. Keep the Members of the Association informed of relevant
494 information on a regular basis;
- 496 5. Embody the spirit and principles of the Association as the chief
public representative and ceremonial figurehead of the Association;
- 498 6. Serve as the presiding officer of the Association;
- 500 7. Set administrative procedures for the efficient operation of the
502 Association;
- 504 8. Vote as a tie-breaker in the event of a tie in a vote of the officers of
the Association;
- 506 9. Represent the Law Center as the ABA/LSD Annual Meeting; and
- 508 10. Serve as an ex-officio member of all committees of the Association.
- 510 B. The SBA Executive President shall not have the power to veto or line-item
veto any action adopted by the officers of the Association. The SBA



512 Executive President shall, however, have the authority to note on the record
514 an objection to any action. That objection shall be included in any
communication to the Members of the Association on the action taken.

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

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

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

536 **Section 4.** SBA Executive Secretary

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

- 540 1. Serve as SBA Executive Vice President in the temporary absence of
542 the SBA Executive Vice President;
- 544 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
546 approval to the officers;
- 548 3. Distribute or make available the minutes of meetings of the
Association to the officers and Members of the Association no later
550 than seven (7) calendar days after the meeting.
- 552 4. Serve as the custodian of the records and projects of the Association;
- 554 5. Maintain an updated contact list of the officers of the Association;



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6. Maintain the email account of the Association;
 7. Have a copy of the governing documents and minutes of the Association available at every meeting of the Association;
 8. Ensure notice is sent out to the Members and officers of the Association a notice of each meeting of the association.
 9. Shall make available to the Members of the Association all governing documents and meeting minutes from his term of office as a permanent part of the Association's official history;
 10. Serve as the custodian of the collection of all documents, books, or other written or printed matters of the Association, has custody of these items, -- or at least designates a centralized location for the custody of these items – and control over the access of such items to officers and Members of the Association;
 11. Maintain and oversee the content of the website of the officers of the Association.

576 **Section 5.** SBA Executive Treasurer

- 578 A. The duties of the SBA Executive Treasurer shall consist as follows:
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1. Serve as the chief finance officer of the Association;
 2. Serve as the custodian of the funds of the Association, keeping careful records of all receipts and making no disbursements without the authority of the officers of the Association;
 3. Prepare financial statements and report to the officers of the Association;
 4. Prepare a semesterly financial report of spending activities of the Association and publish that report to the Members of the Association;
 5. Oversee the financial activities of each class;
 6. Advise the officers of the Association in financial planning based on expenditures of the Association in the past;



598 7. The SBA Executive Treasurer shall make disbursements no more
600 than the total amount authorized by a vote of the majority of the
officers of the Association; and

602 8. Provide a compilation of all expenditures from his term to his
604 successor before the end of his term.

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

608 A. The duties of the SBA Director of Programming shall consist as follows:

610 1. Assist all programming of the Association to ensure that such
programs are properly and efficiently implemented;

612 2. Serve as liaison between the Association and social venues; and

614 3. Regularly plan social events for members of the Association.

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

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

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

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

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

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

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

638 **Section 10.** Graduate Class Officer



640 A. The L.L.M. Representative shall serve as a liaison to the Association of
642 issues facing Graduate Members (as defined in Article IV § 6(D)) at the
644 Law Center.

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

652 **Section 11.** Contracts and Expenditures

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

658 **Section 12.** Town Hall

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

658 **ARTICLE VI. MEETINGS**

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

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

670 **Section 3.** All meetings of the officers of the Association shall be open to the public,
672 unless the meetings are in Executive Session or in the event of a natural
disaster, declared state of emergency, or other circumstance resulting in the
674 closure of the Law Center. A motion to enter Executive Session shall be
voted upon affirmatively by three-fourths (3/4) of Officers present and
676 voting. The officers of the Association may adopt additional procedures for
facilitating meetings during emergency circumstances as needed.

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



682 **Section 5.** All officers of the Association shall have a duty to attend all of the
684 scheduled meetings of the officers of the Association; however, if an officer
686 is unable to attend a meeting, that officer shall inform the SBA Executive
688 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.

688 **ARTICLE VII. COMMITTEES**

690 **Section 1.** Purpose, Composition, and Selection of Membership for All Committees

- 692 A. All standing and special committees serve as subsidiary groups of the larger
694 Association tasked with providing support in areas of specific and narrow focus.
- 696 B. Unless otherwise provided for in this constitution, standing and special
698 committees serve at the direction of the Officers of the Association and shall
700 not act independently or in any way that is in opposition to the purposes of the
 Association or exceeds the scope of the committee's duty unless directed to do
 so by a majority vote of the officers of the Association.
- 702 C. Unless otherwise provided for in this constitution, no standing or special
704 committee shall have more than seven (7) members, inclusive of the chair, co-
 chair, and vice-chair where applicable.
- 706 D. Unless otherwise provided for in this constitution, the chairman of each
708 standing or special committee shall be appointed by the SBA Executive
710 President. At the discretion of the SBA Executive President, a co-chair may be
 appointed for each standing or special committee.
- 712 E. Any appointment of the chairman of a standing or special committee by the
714 SBA Executive President may be denied by the objection of a simple majority
716 of the Executive Officers of the Association (excluding the SBA Executive
718 President). Any such objection shall be made within twenty-four (24) hours of
720 the moment when notice of the appointment is given. Notice of the appointment
 shall be given, by an appropriate mechanism, to the Executive Officers of the
 Association by the SBA Executive President within twenty-four (24) of
 determination of the appointment. In the event that an appointment by the SBA
 Executive President is denied, the SBA Executive President shall make a new
 appointment subject to the same procedure outlined in this provision.
- 722 F. Unless otherwise provided for in this constitution, the chair of any standing or
724 special committee may elect to appoint a vice-chair to assist in the duties of
 organizing said committee.



726 G. Unless otherwise provided for in this constitution, the membership of any
728 standing or special committee shall be appointed by the SBA Executive
President working in conjunction with the chair of that committee.

730 **Section 2.** The Standing Committees of the Association shall consist as follows:

732 A. Ethics Committee

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

736 a. Interpret this document and any governing document
738 adopted by the Association;

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

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

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

752 e. Certify the voting results of elections held by the
Association;

754 f. May render advisory opinions on any matter within the
756 subject matter jurisdiction of the Ethics Committee and
subsequently publish that advisory opinion to the Members
of the Association; and

758 g. May recommend the adoption of rules for the requesting and
760 rendering of advisory opinions.

762 2. Composition

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



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- b. The members of the Ethics Committee shall elect one of its members to serve as Chair of the Committee.
 - c. Members of the Ethics Committee shall not also be officers of the Association but may serve as a representative in the Council of Student Organizations.
 - d. The officers of the Association shall strive to have an Ethics Committee whose composition shall be reflective of the diversity of the Members of the Association.
- B. Elections Committee
1. An Elections Committee may administer all officer elections of the Association and general voting on any referenda.
 2. The Elections Committee may be chaired by the SBA Commissioner of Elections, who shall be appointed by the SBA Executive President.
 3. The Committee may recommend the adoption of special rules concerning the administration of elections to the officers of the Association.
 4. Members of the Elections Committee shall not serve on the Ethics Committee nor can they be a candidate for office for any election over which they preside.
- C. Athletics Committee
1. The Athletics Committee shall oversee the programming of the athletic activities of the Association.
 2. The Chair of the Athletics Committee shall be appointed by the SBA Executive President.
- D. Academics Committee
1. The Academics Committee shall recommend policies relating to registration, academic support and tutorial services, course topics, grading and any general issue involved in academic affairs to the Vice Chancellor for Academic Affairs and the faculty.



810 2. The Academics Committee shall establish and maintain a 1L Mentor
812 Program for incoming students. The Chair of the Committee shall
be appointed by the SBA Executive President. The Chair may
814 appoint a Vice-Chair at his discretion.

816 E. Diversity and Professionalism Student Committee

818 1. The duties of the Diversity and Professionalism Student Committee
shall consist as follows:

820 a. Strive to help minority students succeed, foster camaraderie
822 among all students, and promote better understanding of one
another's cultures and experiences by addressing the
824 recommendations promulgated in the Report and
Recommendations of the Diversity Task Force in September
2015;

826 b. Collaborate with the Diversity and Professionalism Faculty
828 Committee to address diversity and professionalism issues
through educational programming and the development of
830 resources to address the needs of diverse students.

832 2. Composition

834 a. The Diversity and Professionalism Student Committee shall
836 consist of nine (9) appointed members, three (3) from each
class, and at large members consisting of Members of the
838 Association.

840 b. The Diversity and Professionalism Student Committee shall
be chaired by the Diversity and Professionalism Student
842 Committee Chair, who must be a 2nd or 3rd year student. The
Student Committee Chair shall be appointed by the SBA
844 Executive President after taking applications in the spring
semester. The officers of the Association shall appoint the
846 remaining eight (8) members in collaboration with the
Diversity and Professionalism Student Committee Chair in
the fall semester.

848 c. In the event there are minimal applicants for the Diversity
850 committee and seats remain vacant after the initial
appointments, the application period will be extended for
852 two (2) weeks to allow existing committee members the



854 opportunity to provide student recommendations to fill the
855 vacant seats. In making the above recommendations, priority
856 will be made to maintain equal representation of three (3)
857 members per grade. I.E. three 1Ls, three 2Ls, three 3Ls.
858 However, if any seat remains vacant after the two (2) weeks
859 period and if determined to be the best interest of the
860 committee, the open positions will become available to any
861 student interested and qualified to fill the empty seat,
862 regardless of student classification (1L, 2L, 3L). Selections
863 to fill these positions will be made using this article's default
864 selection process.

865
866 d. The nine (9) appointed members will serve as student
867 liaisons and attend meetings of the Diversity and
868 Professionalism Faculty Committee. The Diversity and
869 Professionalism Student Committee will also operate
870 independently and endeavor to engage participation from all
871 interested Members of the Association.

872 e. The officers of the Association shall strive to have a
873 Diversity and Professionalism Student Committee whose
874 composition shall be reflective of the diversity of the
875 Members of the Association.

876 **Section 3.** Special Committees of the Association may be created by a simple majority
877 vote of the officers of the Association as needed to address specific concerns
878 and issues. Special Committees of the Association may likewise be
879 dissolved by a majority vote of the officers of the Association for any
880 reason, including, but not limited to when they are no longer needed or have
881 served their purpose.

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883 **Section 4.** Term of Office and Removal of Committee Members

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

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889 B. Committee Members appointed by the officers of the Association may be
890 removed by the passage of a two-thirds (2/3) vote of officers at a duly
891 constituted meeting of the Association.

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894 **ARTICLE VIII.** RELATIONSHIP WITH THE AMERICAN BAR ASSOCIATION/ LAW STUDENT DIVISION



896 **Section 1.** The Student Bar Association of the Paul M. Hebert Law Center at Louisiana
898 State University may commit two official voting delegates to the Assembly
900 of the American Bar Association-Law Student Division (hereinafter
 “ABA/LSD”), consisting of the SBA Executive President and another
 delegate (known as the ABA Representative) appointed by the SBA
 Executive President.

902 **Section 2.** The delegates may attend the ABA/LSD Annual meeting and any other
904 ABA/LSD functions as requested by the LSU Law Chancellor, the LSU
906 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
 request of the officers of the Association.

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

912 **ARTICLE IX. ELECTRONIC COMMUNICATIONS**

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

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

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

932 **Section 1.** General Rules

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



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

942 **Section 2.** Provisional Student Organizations

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

- 950 1. That the group has at least eight or more members;
- 952 2. That the membership in the group is open to all members of the
954 Association;
- 956 3. That the group has a leader and include the name of the leader;
- 958 4. That the group has undertaken creative activities that promote
960 educational, social, or charitable endeavors that contributes to the
962 Law Center or the community at large;
- 964 5. That the group will abide by any decision of the Ethics Committee
966 and any legislation, policy, or rule adopted by the officers of the
968 Association and the Council of Student Organizations;
- 970 6. The group's purpose, goal, and needs; and
- 972 7. Any other additional requirements by the officers of the Association.

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

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

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



Section 3. Student Organizations

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

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1. Maintain a membership consisting of at least eight members;

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2. Submit a list of all information required to become a student organization upon the request of the Executive Vice President, and include contact information for all officers of the Organization;

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3. Hold at least one meeting of the Organization per semester.

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B. Rights, Duties, and Privileges of Student Organizations

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1. A Student Organization may apply to the officers of the Association for an organizational email account and webspace hosted by the Law Center;

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2. A Student Organization shall be bound to abide by any decision of the Ethics Committee and any legislation, policy, or rule adopted by the officers of the Association of the Council of Student Organizations.

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C. Organizations failing to meet any of the requirements prescribed in Letter A of this Subsection shall be considered inactive and shall not enjoy any privilege or perk associated with being a Student Organization in the Association. Any Student Organization having inactive status for two consecutive academic years shall have its Student Organization Charter automatically revoked by the SBA Executive Vice President and must re-initiate the requisite procedures to become a Student Organization

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Section 4. Funding Groups of Student, Provisional Student Organizations, and Student Organizations

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A. The officers of the Association, at its own discretion, may fund any group of students, Provisional Student Organization, or Student Organization consistent with the provisions of this Section.

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B. General Criteria for Funding

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- 1024 1. The officers of the Association shall not fund from the student
activity fees:
- 1026 a. Events, projects or programs that are not open to all
1028 Members of the Association;
- 1030 b. Groups of students, Provisional Student Organizations, and
Student Organizations that are not open to all Members of
1032 the Association;
- 1034 c. Alcoholic beverages, for any event, project, or program
1036 hosted by the officers of the Association or any group of
students, Provisional Student Organizations, or Student
Organizations;
- 1038 2. In considering funding to any group of students, Provisional Student
1040 Organization or Student Organization, the officers of the
Association may consider:
- 1042 a. The history and track record of the activity being hosted by
1044 the groups of students, Provisional Student Organization, or
Student Organization;
- 1046 b. The participation of the Provisional Student Organizations
1048 or Student Organization in the Council of Student
Organizations;
- 1050 c. The compliance of the group of students, Provisional
1052 Student Organizations, and Student Organization to policies
of the officers of the Association and the Council of Student
1054 Organizations; and
- 1056 d. The inclusiveness of the activity being hosted by the group
1058 of students, Provisional Student Organizations, or Student
Organization, and the opportunity for participation of the
entire law school community in the activity.
- 1060 C. The officers of the Association may develop additional funding restrictions
1062 and procedures to those listed in this Section.

1064 **ARTICLE XI. COUNCIL OF STUDENT ORGANIZATIONS**

Section 1. Purpose



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The Purpose of the Council of Student Organization (hereinafter “Council”) is to increase 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.

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Section 2. Composition

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

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1. Each Provisional Student Organization shall have one non-voting 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.

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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.

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B. The SBA Executive Vice President shall preside over the meetings of the Council.

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C. The Council shall elect a recording secretary, called the Clerk of the Council, who shall serve as the recording clerk of the Council.

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Section 3. Duties

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A. The Council shall be empowered to carry out the following duties:

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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;

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2. Provide a recommendation to the officers of the Association on any group of students seeking a Provisional Charter or a Student Organization Charter;

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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.
 - b. If there is a conflict between the Council and the officers of the Association over a policy, initiative, or project dealing with Provisional Student Organizations and Student Organizations, the policy, initiative, or project of the officers of the Association shall have preeminence.
 - c. Unless otherwise provided by a simple majority vote of the officers of the Association, the officers of the Association shall have the executive power to:
 - i. Allocate funds to groups of students, Provisional Student Organizations, and Student Organizations;
 - ii. Approve of Provisional Charters to Provisional Student Organizations and Student Organization Charters to Student Organizations.
 4. Host at least one project per semester that involves the collaborative effort of the student organizations.

Section 4. Meetings

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- A. The SBA Executive Vice President, at his own discretion, at the request of the SBA Executive President, at the request of officers of the Association after a simple majority vote, or at the request of thirty- percent (30%) of the representatives of the Council, shall call a regular meeting of the Council, at least once per semester, by issuing a call for the meeting to the ranking officers of the Provisional Student Organizations and Student Organizations at the Law Center at least one calendar week before the intended date of the



1152 meeting. The call shall contain a tentative agenda for the meeting and the
1154 proposed time, place, and location of the meeting.

1156 B. Special meetings of the Council may be called at any time by the SBA
1158 Executive Vice President, at his own discretion, at the request of the SBA
1160 Executive President, at the request of officers of the Association after a
1162 simple majority vote, or at the request of thirty-percent (30%) of the
1164 representatives of the Council.

1166 C. All meetings of the Council shall be open to the public, unless the Council
1168 is in Executive Session or in the event of a natural disaster, declared state
1170 of emergency, or other circumstance resulting in the closure of the Law
1172 Center. The rules for Executive Session shall be determined by the officers
1174 of the Association. The officers of the Association may adopt additional
1176 procedures for facilitating meetings during emergency circumstances as
1178 needed.

1180 D. Only the Representatives of the Council shall be empowered with the right
1182 to present motions for discussion and speak in debate on any motion
1184 presented at a meeting of the Council. This provision shall be an exception
1186 to the rule prescribed in Article III, Section 3(D) of this document.

1188 E. In order to conduct business, a quorum of the representatives in the Council
1190 must be present. A quorum shall consist of representatives from one-third
1192 (33%) of the total voting representatives of the Council.

1194 **Section 5.** The Council, upon the passage of a two-thirds vote of Representatives
1196 voting at a duly constituted meeting of the Council, may adopt any special
1198 rules of procedure consistent with and complementary to the provisions of
1200 this document.

1202 **ARTICLE XII. SELF-ASSESSED FEES**

1204 **Section 1.** A self-assessed fee is a fee that is voted on by the students upon themselves
1206 and their successors at the Law Center. Any proposal for a self-assessment
1208 shall first be submitted to the Chancellor of the Law Center for initial
1210 approval being submitted to the Members of the Association for voting. For
1212 the purposes of the timeline prescribed in Article XV concerning petitions,
1214 the approval of the Chancellor shall be obtained when the SBA Executive
1216 President determines the feasibility of the petition.

1218 **Section 2.** All proposals for self-assessment shall include a complete justification for
1220 the proposed assessment, a project of annual revenues generated by the fee,



1196 anticipated expenditures of the fee, and the term of the assessment. If the
1198 proposal derives from a petition by the Members of the Association, the
1200 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.

1202 **ARTICLE XIII.** REFERENDA & PETITIONS

1204 **Section 1.** A referendum is the power to send an “issue” to a direct vote of the
1206 Members of the Association. “Issues” shall include:

- 1208 A. Approving or rejecting any action or legislation adopted by the officers of
the Association or the representatives of the Council;
- 1210 B. Making amendments to this document or any government document
1212 adopted by the officers of the Association or the representatives of the
Council;
- 1214 C. Proposing new rules and policies of the Association;
- 1216 D. Creating or rescinding self-assessed fees or modifying the monetary amount
of self-assessed fees;
- 1218 E. Recalling an officer of the Association.

1220 **Section 2.** A referendum may be initiated by the officers of the Association or by the
1222 Members of the Association.

1224 A. A referendum initiated by the officers of the Association shall require a two-
1226 thirds vote of officers present and voting at a duly constituted meeting of
the officers of the Association.

1228 B. A referendum initiated by the Members of the Association shall require the
1230 filing to the SBA Executive President of a petition meeting the following
signature requirements and any other requirements prescribed in this
1232 document:

- 1234 1. A referendum concerning self-assessed fees shall require signatures
at least equal to thirty-five percent (35%) of the Members of the
1236 Association on the petition;



- 1238 2. A referendum to recall an officer of the Association shall require
1240 signatures at least equal to forty percent (40%) of the electorate on
1242 the petition, pursuant to Art. IV, Section 10(D) of this document;
1244
- 1246 3. All other referenda shall require signatures at least equal to twenty-
1248 five percent (25%) of the Members of the Association on the
1250 petition.

1244 **Section 3.** Petitions

- 1246 A. In order to be valid, a petition shall contain the printed name, signature,
1248 class classification, phone number, and email address of each qualified
1250 Member of the Association in support of the issue of the petition and the
1252 date the qualified Member signs the petition. The petition shall be an
1254 original and not a photocopy.

1254 B. Issue of a Petition

- 1256 1. A petition shall not contain more than one issue;
1258 2. The issue of a petition must be clearly stated at the top of each page
1260 of the petition where there are signatures;
1262 3. Wording of the Issue
1264 a. The issue must specifically state the wording to be used on
1266 the voting ballot;
1268 b. An issue shall not include or exclude qualified Members of
the Association who are entitled to vote on the issue or
change the specified percentage of votes necessary for the
approval or disapproval of the issue.

1270 C. Procedures for Petitions

1272 The following procedures shall be used to verify and execute petitions:

- 1274 1. A completed petition shall be submitted to the SBA Executive
1276 President;
1278 2. Within seven calendar days of receiving the completed petition, the
SBA Executive President shall submit the petition to the Chair of
the Ethics Committee for verification. The Ethics Committee shall



1280 ensure that the petition meets the requirements for petitions as
1282 prescribed in the document, and the Committee shall not consider
1284 the merits concerning the issue of the petition. If the petition does
1286 not meet the prescribed requirements, the Chair of the Ethics
1288 Committee shall return the petition to the SBA Executive President
and include a statement as to why the petition is invalid. The SBA
Executive President shall then return the petition and statement from
the Ethics Committee to the petitioner.

1290 3. However, if the petition is successfully verified by the Ethics
1292 Committee, the Ethics Committee returns the petition to the SBA
1294 Executive President for execution. The SBA Executive President
1296 shall have seven calendar days to consider the feasibility of the
1298 petition before submitting the petition to the SBA Commissioner of
Elections for execution. If the issue is deemed infeasible, the SBA
Executive President shall invalidate the petition and submit a
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.

1300 4. However, if the SBA Executive President determines that the issue
1302 of the petition is feasible, then the petition shall be submitted to the
1304 SBA Commissioner of Elections, who shall then place the issue on
1306 ballot for an election, which shall be held within twenty (20) class
1308 days from the Committee's receipt of the petition by the SBA
Executive President. The SBA Commissioner of Elections shall be
permitted to only make typographical or grammatical revisions to
the petition issue.

1310 D. Failure to follow the timelines outlined in this Section shall cause the
1312 petition to automatically move to the next stage in the process, even if the
petition has not been approved or verified by the officers and entities
prescribed in this Section.

1314 **Section 4.** Elections & Issues

1316 A. If the provisions of two or more issues approved at the same election
1318 conflict, the provisions of the issue receiving the highest affirmative vote
shall prevail.

1320 B. Any issue initiated and approved by the Members of the Association shall
1322 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.



1324 However, the officers of the Association shall be permitted to amend issues
initiated and approved by the Members of the Association – with the
1326 exception of successful recalls of officers, amendments to this document
and any governing document of the Association, and issues involving self-
1328 assessed fees – as long as the amendment does not substantially undermine
the spirit of the issue.

1330 **ARTICLE XIV. PARLIAMENTARY AUTHORITY**

1332 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
1334 inconsistent with this document and any special rules of order the Association may adopt.

1336 **ARTICLE XV. AMENDMENTS**

1338 **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
1340 or by a referendum signed by twenty-five percent (25%) of Members of the
Association.

1342 **Section 2.** Proposed Amendments shall become part of this document after ratification
1344 by a two-thirds (2/3) majority vote of Members of the Association voting in
an election. A minimum of fifty percent (50%) of total eligible qualified
1346 voters must vote in the election.

1348 **ARTICLE XVI. MISCELLANEOUS PROVISIONS**

1350 **Section 1. Distribution Rules**

1352 A. At least one copy of this document shall be placed in the Chancellor’s Office
and the Office of Admissions.

1354 B. The SBA Executive President shall ensure that this document and any
1356 governing document adopted by the Association shall be easily accessible
to the Members of the Association at all times.

1358 **Section 2. Adoption of Bylaws**

1360 A. The officers of the Association and the representatives of the Council may
1362 adopt additional rules consistent with and complementary to the provisions
of this document.

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- 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.