THE UNIVERSITY OF CHICAGO | THE LAW SCHOOL

LAW STUDENTS ASSOCIATION

BYLAWS

Enacted: February 15, 2018

Article I - STUDENT GOVERNMENT

1. Name. The official name of this organization shall be the Law Students Association (“LSA”). The representatives and executive officers that are members of LSA are, collectively, the LSA Board.

2. Definition. LSA shall be an independent Law School Student Organization (“LSSO”), established to represent all students of the University of Chicago Law School (the “Student Body”), serve their needs, and advocate for their collective interest. LSA is a problem-solving, solutions-oriented organization that embraces creativity and innovation to advance the well-being of the Student Body and their experience at The Law School.

3. Authority. LSA shall have the authority to speak and act on behalf of the Student Body, pass resolutions to express the will of the Student Body, and administer the establishment, funding, and dissolution of all Law School Student Organizations.

4. Non-Discrimination Clause. LSA shall not discriminate because of race, color, creed, religion or non-religion, national origin, gender, age, physical or mental ability, political identification, socioeconomic status, familial status, gender identification, sexual identity, or sexual orientation. LSA has the power to expand, but not diminish, these protections.

5. Multiple Offices. No person, except on a temporary, limited basis, shall simultaneously hold multiple elected positions on LSA, nor hold multiple appointed offices. Committee Membership shall not constitute an office.

6. Compensation. No member of LSA shall receive any sort of monetary compensation for their service.

7. Structure. LSA shall consist of elected representatives from each class of first-year, second-year, and third-year law students. Additional representative positions, which will stand on equal footing as other representatives, may be elected by the L.L.M. and Transfer students (if any).

8. Meetings.
   a. LSA shall meet no less than four times per quarter during the autumn, winter and spring quarters at a date, time, and place prescribed by the Executive Committee. Meetings may only be commenced by a call to order of the Presiding Officer, who will be the LSA President unless the responsibility is otherwise delegated, in writing, in advance. LSA may only vote or transact business upon the attainment of a quorum. A quorum is attained by the presence of more than 50% of the currently elected board members.
   b. All meetings and votes of LSA shall be held in open session and minutes will be diligently recorded and available upon public request within 5 Business Days after the preceding meeting. During a meeting, LSA may move into a closed session by a majority vote, but it may only pass a binding vote with a ¾ supermajority in a closed session.
   c. Attendance at meetings is mandatory for all members of LSA, unless they can provide a reasonable excuse for non-attendance to the Presiding Officer. Unexcused absences are legitimate grounds for
removal from LSA.

d. Attendance at LSA meetings shall be taken and recorded for public viewing in the minutes.

e. LSA members reserve the right to express their formal reservations of votes or actions in the minutes by transmitting them to the LSA Vice President within 48 hours after of a meeting, which will then be published in the next distributed votes.

f. LSA members may submit an absentee ballot, or assign their proxy, in writing no later than two hours before any LSA meeting.

9. **Committees.** LSA shall initially have five standing committees, listed below, but reserves the right to form, remove, or replace committees. Committees will work to address specific issues affecting the Student Body.

a. Academic/Student Affairs

b. Health & Wellness

c. Diversity & Inclusion

d. Events

e. Community Engagement

**Article II - REPRESENTATIVES**

1. **Purpose.** Representatives shall be responsible for advancing the interests of the class that its members represent and the broader Student Body. Representatives are responsible for attending LSA meetings, supporting its activities, and actively soliciting input from constituents and the broader Student Body.

2. **Composition.**

   a. Representatives of various constituencies at The University of Chicago Law School shall be elected to form the LSA Board:

   i. There shall be up to five representatives for third-year (“3L”) J.D. students.

   ii. There shall be up to five representatives for second-year (“2L”) J.D. students.

   iii. There shall be up to five representatives for first-year (“1L”) J.D. students.

   iv. There shall be up to two representatives for 2L-Transfer students.

   v. There shall be up to two representatives for L.L.M. program students.

3. **Voting.** All representatives shall receive one vote on all substantive and procedural matters considered by LSA. All such votes will be recorded in the minutes. Unless otherwise specified, a simple majority of members will suffice to pass LSA resolutions and policies. If a representative is acting as a presiding officer for a meeting, they may choose to refrain from voting.

4. **Election.** To stand for election as a representative, a student must, in the normal course of his or her academic program, expect to be a member of the represented group during his or her Term, as defined in Section 5 of this Article. Only those students who would be eligible to stand for election to a representative position may vote in an election for that position.

5. **Term of Office.** “Term” of office means one year beginning upon the date of election and expiring on
the second-to-last day of classes of the Spring Quarter. Should a representative assume office at any other point throughout the year, they may serve only for the remainder of the current Term.

6. **Vacancies.** Should a vacancy arise during a representative’s Term of office, LSA shall have the power to appoint a replacement to serve for the remainder of the Term by a simple majority vote after an open application is submitted to LSA. This application must be made publicly available. Replacements must conform to the same eligibility requirements as the position they seek to fill as described in this Article II, Section 2.

**Article III - EXECUTIVE COMMITTEE**

1. **Purpose.** The “Executive Committee,” under the leadership of the LSA President and LSA Vice President, shall be responsible for managing the internal affairs of LSA, as well as advancing the interests of the Student Body.

2. **Composition.** The Executive Committee shall be led by the LSA President. The LSA President and the LSA Vice President are empowered to appoint the other members of the Executive Committee which must include at least a Director of Finance and a Director of Communication. All representatives holding these positions will be executive officers.

3. **LSA President.** The LSA President is the chief representative and spokesperson for the Student body; serves as the chief executive officer of LSA; has the authority to enter agreements with external organizations subject to a majority vote of the LSA Board; must create a budget for the LSA Board; shall chair the Executive Committee; may constitute and dissolve committees and select committee chairs following board discussion; may select, with the advice of the LSA Board, appointed officers of Student Government, and may remove them, but the LSA Board may reinstate a removed appointed officer by a two-thirds vote. The LSA President may not be an executive officer (including, but not limited to, President or Treasurer) of any other LSSO during their Term.

4. **LSA Vice President.** The LSA Vice President shall assist in carrying out the LSA President’s duties and shall serve as LSA President if the LSA President is absent. The office of LSA Vice President may only be held by one person during her or his Term. The LSA Vice President shall be elected by the rising 2L and 3L reps ahead of the next Term.

5. **Director of Finance.** The Director of Finance shall assist the LSA President and LSA Vice President in creating and managing the budget funding allocation of LSSOs at the Law School. The Director of Finance shall reasonably assist in all matters pertaining to budget or funding between The Law School Administration and the Student Body. Up to two LSA representatives may hold this office during a given Term.

6. **Director of Communication.** The Director of Communication is responsible for recording and publicly publishing minutes for meetings of the LSA Board, maintaining information on the membership of the LSA Board, and assisting the LSA President and LSA Vice President with the logistics of LSA functions. Functions include, but are not necessarily limited to, booking rooms, ordering food, maintaining LSA social media forums, and sending emails to the Student Body. Up to two LSA representatives may hold this office during a given Term.

7. **LSA Funding Allocations.** The first responsibility of each Term’s Executive Committee is to evaluate and set funding allocations for The Law School’s LSSOs. Certain deadlines and requirements apply:

   a. **Dates/Deadlines.**

      i. LSA Funding Application Instructions must communicated to LSSO leaders no later than June
1st of the new Executive Committee’s Term.

ii. LSA Funding Applications must be submitted by LSSO leaders to the Executive Committee no later than July 1st of the new Executive Committee’s Term.

iii. LSA Funding Allocations must be communicated to LSSO leaders no later than August 1st of the new Executive Committee’s Term.

iv. An electronic copy of a Funding Allocation Report, defined below, must be published and made available to all LSSO leaders no later than August 15th of the new Executive Committee’s Term.

b. Funding Requirements.

i. At least 50% of total LSA funding must be reserved for initial allocation to LSSOs at the beginning of the current Term’s autumn quarter.

ii. No more than 3% of total LSA funding may be allocated to any individual LSSO.

iii. The Executive Committee is empowered to determine how LSSOs will be evaluated and allocated funding, so long as:

A. No member of the Executive Committee votes on the allocation to any LSSO of which she or he is affiliated with or a member of. For example, if the Director of Director of Finance is a member of the Organization Y, the Director of Finance may not vote on Organization’s Y’s allocation. She or he can, however, advise the other members of the Executive Committee on the amount they believe Organization Y should receive. In the event that all members of the Executive Committee share membership in one LSSO, then the allocation to that LSSO must be approved by a simple majority of the entire LSA Board.

B. The total budget, in its entirety, must receive a vote of simple-majority approval of the entire LSA Board.

C. A Funding Allocation Report, detailing the rules, standards, or criteria used by the Executive Committee to inform their funding allocations are documented and communicated clearly to the Student Body.

iv. Changes to the funding requirements and processes herein described may only be made with a unanimous vote on behalf of the entire LSA Board.

8. Voting. All executive officers shall receive one vote on all substantive and procedural matters before the LSA Board or the Executive Committee. If an executive officer is acting as the presiding officer for a meeting, they may choose to refrain from voting. Appointed officers will not receive a vote in the LSA Board or the Executive Committee, unless they hold a seat in either body that entitles them to vote, but may attend and speak in Executive Committee Meetings.

9. Term of Office. All Executive Committee members will serve for a Term of one year. The Term of office will expire on the last day of classes in the spring quarter, and the new Term of office will begin upon the expiration of the Term of their predecessor. Should an executive officer assume office at any other point throughout the year, they may serve only for the remainder of the current Term.

10. Eligibility. All students in good standing who will be students for the full duration of the Term of office are eligible to run for any executive officer position or to be selected for an appointed officer position.

11. Vacancies.
a. If the office of LSA President becomes vacant, the line of succession shall be the following: LSA Vice President, Director of Director of Finance, Director of Communication. If the line of succession does not immediately produce a replacement, the remaining representatives of the LSA will select a new LSA President from among the Student Body, including current members of LSA.

b. If the office of LSA Vice President becomes vacant, the LSA President may appoint a replacement for the remainder of the Term, subject to the approval of a majority of the LSA Board.

c. If any other executive officer position becomes vacant, LSA will hold an internal election to elect, by a majority of the current LSA Board, a new officer to fill the vacancy until the end of the Term of the original officer.

d. Vacancies will be filled with all reasonable expediency.

**Article IV - JUDICIAL PROCEEDINGS**

1. **Impeachment.**

   a. Executive officers and representatives may be impeached upon a vote by two-thirds of the LSA Board for reasons of malfeasance in office, gross misconduct, misappropriation of LSA resources, or other egregious violation.

   b. The LSA Board may not conduct a hearing and vote to impeach unless a written article of impeachment outlining the reasons for impeachment has been signed by a majority of the LSA Board at least seven business days before the hearing and vote to impeach. Once approved by an absolute majority of the LSA Board, an article of impeachment must be voted on by the LSA Board.

   c. Impeachment proceedings must permit the accuser(s) and the accused to have equal time to present evidence and call witnesses, not less than twenty minutes each.

   d. LSA may create other procedures for conducting impeachment proceedings that do not conflict with these Bylaws.

2. **Removal Due to Ineligibility.** An executive officer, representative, or appointed officer will be automatically and immediately removed from office if they are no longer in good standing or cease to be a law student. Additionally, if a representative misses two LSA Meetings in a quarter or three LSA Meetings in a year without a reasonable excuse, then at the next LSA Meeting that member may be removed by a two-thirds vote of the LSA Board after given sufficient time to explain their unexcused absences.

   a. **Reasonability.** Reasonability of an absence is determined at the sole discretion of the Presiding Officer or, if a representative misses a meeting for an exceptional or private excuse that she or he does not feel comfortable sharing with the Presiding Officer, the representative may share their reason with the Dean of Students. The Dean of Students must then verify, in writing, that the member’s absence was excused.

3. **Judicial Proceedings.** The LSA may board may create other judicial proceedings that do not conflict with these Bylaws.

**Article V - ELECTIONS**

1. **Representatives.**

   a. **Spring Quarter Election.** During the spring quarter of each year, LSA shall hold an election for
LSA President, 3L Representatives, 2L Representatives. Representatives in the spring election will be elected by the constituency that they will represent once they assume office. The candidate for LSA President who receives the largest number of votes shall be declared the winner. The five candidates for 3L Representatives and the five candidates for 2L Representative that receive the most votes from their respective classes will be declared the winners.

i. The spring quarter election must take place no later than the third week of the quarter.

ii. The results of the spring quarter elections must be published no later than the fourth week of the quarter.

b. Autumn Quarter Election. During the autumn quarter of each year, LSA will hold an election for 1L section representatives, 2L-Transfer Representatives, L.L.M. representatives, and any representative position unfilled in the spring election. The single candidate for each first-year section representative, the two candidates for 2L Transfer representatives, two candidates for L.L.M. representatives, and any candidates for positions that were unfilled in the spring that receive the largest number of votes shall be declared the winner.

i. The autumn quarter election must take place no later than the third week of the quarter.

ii. The results of the autumn quarter elections must be published no later than the fourth week of the quarter.

2. Executives. During the spring quarter of each year, LSA will hold an election for LSA President at the same time of elections for representatives.

3. Referenda. Referenda may be put on the ballot for a vote of the entire Student Body. Referenda may be placed on the ballot by (i) the submission of the LSA President or LSA Vice President, (ii) a majority vote of the LSA Board, or (iii) upon the submission of 100 student signatures to the LSA Board. Referenda may be voted on during the fall or spring election or held as a separate election as the case requires.

4. Equal Suffrage. All students shall have one vote for every available seat for every position for which they may vote.

5. Election Policy. LSA shall provide notice of upcoming elections no later than five business days before they are to take place. All elections will be held by private electronic ballot, and the Student Body will be required to log-in with their CNET ID to cast their votes. Electronic voting will remain open for no longer than 48 hours and vote totals must be published and released to the student body within 48 hours of the election closing. Candidates should be informed first through private email before results are disseminated to the student body.

6. Campaigning Policy. Subject to the policies and regulations of the Student Handbook provided by the Office of the Dean of Students, candidates are free to campaign however they wish. If deemed necessary by the LSA President and LSA Vice President, LSA may create rules to further govern the administration of elections and select persons to oversee the administration of the election, subject to a majority vote of the LSA Board. Any person overseeing an election must not be a candidate for any office, and must remain impartial throughout the election. Any rule pertaining to elections that restricts a person or group from running for office must not affect an election that occurs within 30 days of the policy’s passage.

7. Town Hall for LSA President. If the election for LSA President in the spring quarter is contested, candidates will be required to participate in a Town Hall that must be made open to the Student Body. LSA will reserve a reasonable sum of funding to host this Town Hall.
Article VI - RATIFICATION, SUPREMACY, RESIDUAL POWERS, AND AMENDMENTS

1. Ratification. These Bylaws will, upon ratification, replace any existing Bylaws of LSA and all other policies of LSA that conflict with those herein described. Provisions of these Bylaws pertaining to Elections will take effect in the first quarter’s elections after which they are passed. The passage of these bylaws will not nullify the election of any member of LSA elected in the spring of 2017. Any new positions that are created by these Bylaws and not filled in the ratifying election will be considered vacant at the start of the new Term.

2. Supremacy. These Bylaws will serve as the governing document of the Student Body, hold supremacy over any conflicting documents or actions of LSA, and be binding upon all members of LSA. These Bylaws are not subject to motions of suspension.

3. Residual Clause. LSA may exercise additional powers not inconsistent with These Bylaws, nor barred by explicit school policy, nor barred by federal, state, or local law.

4. Amendments.
   a. With the exception of those provisions explicitly stating a higher voting threshold, these Bylaws may only be amended by a two-thirds vote of the LSA Board.
   b. Amendments to these Bylaws shall be submitted to a vote of the LSA Board no more than twice per academic quarter. Amendments must be submitted in writing to the board at least five business days before they are to be considered or voted upon.
   c. Amendments replace the material they amend.
   d. Unless otherwise amended, for the first calendar year following the initial passage of these bylaws, the amending voting threshold shall be reduced to a simple majority of the LSA Board.

5. LSA Board Internal Voting Procedures.
   a. One vote per member. All members in attendance at the meeting at which the vote is taken will receive one vote on all substantive and procedural matters considered by LSA.
   b. Majority vote. Unless otherwise specified, a simple majority vote of members attending a given meeting will suffice to pass LSA resolutions and policies. Votes that are substantially inconsistent with the Law School’s rules, principles, guidelines, or policies may be invalidated by the Presiding Officer at the written direction of the Office of the Dean of Students.
   c. Votes not taken at meetings. Votes taken outside of meetings (e.g. via email) may only be called with the consent of the LSA President or LSA Vice President. Votes taken outside of meetings are presumed invalid unless members are given at least three (3) days to vote. For the purposes of a vote taken outside of a meeting, a majority vote consists of a majority of all members, including members who do not participate in the vote.
   d. Members abstaining. Any member may abstain from voting on any issue. However, those members abstaining are still considered members attending for the purpose of determining the number of votes that constitute a majority. This is to ensure that at least half of a quorum approves of any given LSA action.
   e. Discretion of the Presiding Officer. The Presiding Officer shall be entitled to bring an unlimited number of issues before the board, and determine the content and form of voting (e.g. raising hands, voice vote, paper vote).
f. **Votes called by members, requirements and limits.** Each member shall be able to call a vote if they produce a clear statement of what they wish the board to vote on and if they receive a second from another member. Members may not call a second vote on an identical issue in a single meeting. If a member wishes to call more than one vote per meeting, their second call for a vote must receive both a second and a third from two other members of the meeting.

g. **Votes called by members, form.** Unless a specific form of vote is requested by the member at the time that member calls the vote, and seconded by another member, the Presiding Officer shall determine the form of vote (e.g., raising hands, voice vote, paper vote).

h. **Votes called by visitors, requirement of member second and limitations.** Visitors who are also members of the student body may call for votes if allowed to speak by the Presiding Officer. If those calls for votes are seconded by a member, the vote proceeds as though it were requested by that member. However, visiting members of the student body may only call for one vote per meeting, and the Presiding Officer may determine at his/her discretion at the outset of a meeting that visitors will not be allowed to call for votes at that meeting.

i. **Voice votes subject to retaking.** If a vote is held by voice vote, any member may request that the vote be retaken with a method that allows individual votes to be counted.