

## **Constitution of the Child Advocacy and Family Law Society (CAFLS)**

### **Article I: Name**

- Section 1: The name of this organization shall be Child Advocacy and Family Law Society, hereafter referred to as CAFLS.
- Section 2: CAFLS shall be located at and affiliated with the University of Miami School of Law in Coral Gables, Florida.

### **Article II: Purpose**

- Section 1: The purpose of CAFLS shall be to support law students interested in pursuing legal careers that serve, advise, and advocate for children and families by:
- a.) Providing a meeting place for those students;
  - b.) Connecting students with community pro bono and advocacy opportunities;
  - c.) Providing members with the opportunities to network and communicate with lawyers, advocates, and other professionals of the child advocacy and family law fields;
  - d.) Hosting workshops, seminars, discussions, and panels about child advocacy and family law for all students;
  - e.) Disseminating relevant and timely information to members; and
  - f.) Sponsoring service events that support children and families.

### **Article III: Membership**

- Section 1: The majority of the membership of this organization shall consist of full-time enrolled Miami Law students. Staff, administrators, and alumni may also join CAFLS for the common interest of supporting children and families.
- Section 2: CAFLS and its members shall not discriminate against any individuals for reasons of race, national origin, color, religion, gender, age, veteran status, sexual orientation, and/or ability status.
- Section 3: Membership in CAFLS shall be open to all who are interested in child advocacy and family law.

Section 4: Active Membership in CAFLS shall mean participating in CAFL's meetings, service projects, and other sponsored events. Active Membership may also be supplemented by other obligations and commitments that support children and families.

#### **Article IV: Officers**

Section 1: The officers of CAFLS shall consist of the:

- A. President – The President shall be chief spokesperson and coordinator for all CAFLS affairs. The President shall preside over, maintain order, and set the agenda for all meetings of CAFLS. The President shall attend all Inter-Club Council (“ICC”) meetings or designate a representative to attend in his/her stead. The President shall serve as liaison between the CAFLS members and the other law school societies, the community, the administration, the speakers and invited guests, and the faculty. The President shall also coordinate committees and events as needed. The President shall be accountable for his/her actions to the CAFLS's membership.
- B. Vice-President—The Vice-President shall render assistance to the President as may be required. The Vice-President shall be the liaison between any committee chairpersons, and facilitate communication between the committees and the Executive Board. The Vice-President shall also assist the President in coordinating events and projects sponsored by CAFLS. The Vice-President shall also keep track of the community service, pro bono efforts, and service projects related to child advocacy and family law in which members participate. It shall be the Vice-President's duty to fill the vacancy when the President of the organization is absent, and preside over meetings in the President's absence.
- C. Secretary—The Secretary shall be responsible for recording and maintaining the minutes of all meetings. The Secretary shall also keep track of each members attendance to meetings, CAFLS-sponsored events, discussions, and panels. The Secretary shall have the preceding meeting minutes available to the membership within one (1) week after said meeting. CAFLS shall notify the membership of meetings and scheduled events, and disseminate imminent Society requirements as stipulated by the Bylaws, or as directed by the President. The Secretary shall in the absence of the President and Vice-President perform the duties of the President.
- D. Treasurer- The Treasurer shall be the chief custodian of the CAFLS's funds. The Treasurer shall keep the financial records of the CAFLS

and an accounting of all receipts. The Treasurer shall in the absence of the President, Vice-President, and Secretary the duties of the President.

Section 2: The qualifications for each office are: active membership in CAFLS and a sincere interest in child advocacy and family law.

Section 3: The term of each office shall be from May 1<sup>st</sup> through April 30<sup>th</sup>.

### **Article V: Elections**

Section 1: A nominee for an elected office must be a member in good standing. Candidates may nominate themselves by giving a written letter of intent to either the current President or Vice-President no later than two (2) weeks prior to the election. Nominations will also be accepted at the election meeting.

Section 2: At the election meeting, each candidate shall be given an opportunity to speak to CAFLS. Speeches will be limited to three (3) minutes, followed by a two (2) minute question and answer period. Candidates will be asked to leave the room, at which time the membership will discuss each candidate's qualifications and vote. All candidates must be elected by majority vote. If a first ballot majority is not reached, the two (2) candidates receiving the most votes will advance to a second ballot, in which the candidate receiving the majority of the votes shall be elected to that position.

Section 3: Should an officer's position become vacant during the academic school year of the officer's term, the following will take place:

- 1.) The President, with the advice of the Executive Board members and faculty advisor, shall reserve time at the next meeting or call an emergency meeting to fill the vacancy on the Executive Board,
- 2.) Members shall be notified of the vacancy prior to the meeting by email,
- 3.) Members shall be allowed to make personal or friendly nominations up to the beginning of voting for each position,
- 4.) Nominated students shall have time to speak on behalf of their candidacy and answer members' questions,
- 5.) Nominated students shall leave the room and the members shall reserve the right to discuss candidate or to proceed with closed voting, and

6.) The voting shall be conducted on a closed ballot.

Section 4: Should an officer's position become or stay vacant during the summer of the officer's term, the following will take place:

- 1.) The President, with the advice of the Executive Board members and faculty advisor, shall have the ability to appoint a student to the position; or
- 2.) The President, with the advice of the Executive Board members and faculty advisor, shall reserve time in the first meeting of the school year to allow students to nominate candidates,
- 3.) Nominated students shall have time to speak on behalf of their candidacy and answer members' questions,
- 4.) Nominated students shall leave the room and the members shall reserve the right to discuss candidate or to proceed with closed voting, and
- 5.) The voting shall be conducted on a closed ballot.

#### **Article VI: Committees**

Section 1: The Executive Board may create committees for projects, panels, discussions, seminars, workshops, or service events as needed.

#### **Article VII: Faculty Advisor**

Section 1: The CAFLS faculty advisor, for the 2012-2013 school year, shall be: Mary Anne Franks, Associate Professor of Law at the University of Miami School of Law.

Section 2: The duties and responsibilities of the advisor shall be (indicate here what the advisor will be responsible for

Section 3: Should the position of advisor become vacant during the year:

- 1.) The Executive Board Members shall meet and discuss options for filling the vacant advisor position.

- 2.) The Executive Board Members shall present the options to active members either through an email correspondence or at the next meeting or emergency meeting.
- 3.) Members shall reserve the right to proceed with the formal voting process for ranking possible faculty advisor choices, or
- 4.) Members shall discussion and propose a ranking of options for the possible faculty advisor.
- 5.) The Executive Board shall then formally invite the possible faculty advisors, in ranking order, the position of CAFLS faculty advisor.

### **Article VIII: Meetings**

- Section 1: Regular meetings of the organization shall be held no less than once a month. The President shall keep order in the meeting, and the Vice President shall fill in if the President is unavailable.
- Section 2: Meeting dates and times for each semester shall be established no later than the first meeting of that semester.
- Section 3: Special meetings of CAFLS shall be held:
- a.) For panels, discussions, workshops, and seminars sponsored by CAFLS;
  - b.) In preparation for panels, discussions, workshops, and seminars sponsored by CAFLS;
  - c.) To amend the constitution;
  - d.) To fill a vacant Executive Board position; and
  - e.) To fill a vacancy for the advisor position.
- Section 4: When Quorum is needed, there must be at least one-half plus one (1) of the student members, as listed on the student registration sheet.
- Section 5: By a simple majority of CAFLS membership present, Robert's Rules of Parliamentary Procedure may be implemented.
- Section 6: Discussions shall be conducted in a professional and civil manner respecting the comments and suggestions of the members.

## **Article IX: Amendments**

- Section 1: CAFLS constitution shall be amended by a vote of 2/3 majority of the membership at any regular or special meeting.
- Section 2: Provision for advance notice of amendment shall be notification through an email with the proposed amendment and current constitution attached to the email.