

Hispanic Law Students Association
Constitution and Bylaws

ARTICLE I

Section 1: Name

The name of this organization is, and shall be, HISPANIC LAW STUDENTS ASSOCIATION (“HLSA”).

Section 2: Location:

The organization shall be located at and affiliated with the University of Miami School of Law, in Coral Gables, Florida.

ARTICLE II

Section 1: Student Members

Membership to the HLSA shall be open to ALL Day Students at the University of Miami School of Law. These members who are members in good standing shall constitute the active members of the HLSA.

Section 2: Good Standing Defined

All members who have paid their dues shall be considered in good standing.

Section 3: Alumni Members

Members in good standing at the time of their graduation from the University of Miami School of Law shall be considered alumni members, who shall remain as non-voting members of the HLSA.

ARTICLE III

Section 1: Executive Board

The elected Executive Board of the HLSA shall consist of: President, Vice President, Secretary, and Treasurer.

Section 2: Elections

These officers shall be elected by closed ballot by majority vote of the membership in good standing, during the Spring semester, no later than two days before the Barristers ball. The term of office begins immediately after elections and continues until new officers are elected the

following year. The date of election must be made known to the general membership, no later than one month prior to the election.

Section 3: Duties of Executive Officers

President

The President shall act in such a manner as to adhere to the principles, philosophy, and programs of the HLSA, and shall exhibit the leadership skills necessary to assure the success of ventures undertaken by the HLSA. The President shall be chief spokesperson and coordinator for all HLSA affairs. The President shall preside over, maintain order, and set the agenda for all meetings of the HLSA. The President shall attend the Inter-Club Council ("ICC") meetings or designate a representative to attend in his/her place. The President shall be accountable for his/her actions to the HLSA's membership.

Vice-President

The Vice-President shall render assistance to the President as may be required. The Vice-President shall establish and maintain the HLSA's committee system and shall report to the Executive Board on the activities of the various committees. 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.

Secretary

The Secretary shall be responsible for recording and maintaining the minutes of all meetings. The secretary shall have the preceding meeting minutes available to the membership in the following monthly HLSA meeting. The Secretary must maintain and update yearly the HLSA's outline bank and be responsible for the distribution of the outlines. The Secretary must also keep an updated list of members in good standing.

Treasurer

The Treasurer shall be the chief custodian of the HLSA's funds. The Treasurer shall collect all dues as established by the Executive Board. The Treasurer shall keep the financial records of the HLSA, and an accounting of all receipts. The Treasurer shall be a member of the Fundraising Committee.

Section 4: Nominations

A nominee for an elected office must be a member in good standing. Nominations will be accepted at the election meeting.

Section 5: Election Procedures

At the election meeting, each candidate shall be given an opportunity to speak to the membership. Speeches will be limited to three (3) minutes. The membership has the opportunity

to ask the candidate questions after the candidate delivers his/her speech. Candidates will then 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 6: Vacancies

If an Executive Board position becomes vacant during the Fall semester, or after the Spring elections, an emergency meeting will be called where both nominations and a vote will be taken to fill the vacancy. If a vacancy occurs in the Spring semester prior to the Spring elections, the President shall decide whether the circumstances warrant a special election.

ARTICLE IV

Section 1: Standing Committees

All HLSA matters shall be referred to one or more committees for their proper attention.

Section 2: Composition

The HLSA will be comprised of the following Standing Committees:

1. Fundraising: Shall raise funds for HLSA events and shall have at least one food sale each month and at least three breakfast sales each semester.
2. Community Service: Shall run all HLSA community service events, and establish at least one community service event per semester.
3. Social: Shall be in charge of all HLSA social events including but not limited to Happy Hours.
4. Speakers: Shall be in charge of bringing different speakers to the HLSA meetings and hosting speaker events in the University of Miami School of Law. This committee will also organize Latin American speaker events and will host at least one speaker event per semester.
5. Mentor Program: Shall establish a mentor program in the Spring Semester with local area attorneys. This committee, with the help of the Social Committee, shall organize a Happy Hour where the students will be able to meet their mentors. The committee shall begin organizing the Mentor Program in the Fall semester.
6. Publications: Shall disseminate the name of the HLSA, write articles for the Res Ipsa, distribute flyers notifying of upcoming HLSA events, and e-mail student members in good standing regarding these events.

7. Banquet: Shall be responsible for the yearly HLSA Banquet, which will include finding a place for the banquet, organizing the food, music, invitations, guest speaker, awards, and all relevant details that pertain to the Banquet. The committee will begin organizing this event in the Fall Semester and the event will take place at the end of the Spring Semester.
8. Scholastic Committee: Shall be responsible for organizing the 1L Survival Techniques Seminar, the Resume and Job Searching Seminar, and the Exam Preparation Seminar.

Section 3: Standing Committee Chairpersons

Each Standing Committee Chairperson shall be elected by the Executive Board.

Section 4: The Executive Board shall have the discretion to create new committees for special events, which shall be in force only until the specified event has occurred.

ARTICLE V

Section 1: Amount

The annual membership dues shall be \$40 for new members and \$30 for returning members, or as amended from time to time.

Section 2: Due Date

The last day to pay dues shall be set at the beginning of each fall and shall be announced to the membership at least two weeks before the final deadline. In determining the due date, the Executive Board must take into consideration the date the final membership list must be turned in to the Dean of Students office.

Section 3: Financial Hardship

A member experiencing financial difficulties may seek a waiver of dues payment pursuant to Article VI, section 5, clause 2.

ARTICLE VI

Section 1: General Meetings

Meetings will be called by the President at least once per month, or more frequently as the President deems necessary. The President shall preside over the meetings, and control discussion of agenda items.

Section 2: Executive Board Meetings

The Executive Board will meet at least once a month prior the HLSA's monthly general meeting. These meetings may include committee chairpersons as deemed necessary.

Section 3: Quorum

There must be at least fifteen members in good standing present in the meetings to constitute quorum.

Section 4: Conduct

Discussions shall be conducted in a professional and civil manner respecting the comments and suggestions of the members.

Section 5: Voting Eligibility

All members who have paid their dues shall be considered in good standing and eligible to vote.

All member experiencing financial difficulties may seek a waiver of dues payment from the President. The President will keep the identity of that member confidential, and will only divulge the name to the Treasurer. A majority of the Executive Board will determine whether the waiver will be granted. Once a waiver has been acquired, that member shall have all the rights and privileges of any member in good standing, including the right to vote.

ARTICLE VII

Section 1: Constitutional Amendments

Any amendments to this Constitution shall be presented to the general membership in a meeting and require an affirmative vote of two-thirds (2/3) of the active members of the HLSA in good standing that are present for adoption, assuming that there is quorum in the meeting.

Section 2: Ratification

Ratification by the membership of this Constitution will take place if approved by a majority vote of the members in good standing present at ratification meeting, assuming that there is quorum in the meeting.

Section 3: Effective Date

This Constitution will become binding and effective when voted on and approved by the membership.

APPROVED this _____ day of September, 2003.