

INTELLECTUAL PROPERTY & TECHNOLOGY LAW SOCIETY BYLAWS

I. Definitions

- A. Vote of IPT members: Requires a majority of IPT members present to pass the given issue. A tie vote fails.
- B. Two thirds vote of IPT members: A vote that requires at least two thirds of IPT members to pass the given issue.
- C. Quorum: A majority of all IPT members installed must be present in or er to conuct official IPT business.
- D. Majority: More than half.

II. IPT Meetings

A. Call to Order

1. The President, or the Vice President of Operations in his absence, shall call all IPT meetings to order within five (5) minutes of the time for which they are scheduled.
2. If neither the President, nor the Vice President of Management, calls the meeting to order during the first five minutes, the meeting may be called to order by any other Executive Board member.

B. Agenda

1. The Agenda shall be in the following order: Call to Order, Executive Officer Reports, Committee Reports, Unfinished Business, New Business, and Announcements.
2. To place an item on the agenda under New Business, the New Business must be submitted to the IPT Vice President of Management in its entirety at least 48 hours prior to each regularly scheduled IPT meeting.
3. The Executive board shall determine the substantive agenda before each regular meeting.
4. All New Business that is placed on the agenda must have the name of the sponsor and must be enumerated.
5. The agenda shall be completed by the Vice President of Management, and shall be disseminated to all IPT members at or prior to the next regularly

scheduled IPT meeting.

6. The Vice President of Management shall prepare agenda packets for the meetings. Agenda packets shall be distributed to IPT members in attendance.
7. All items that are on the agenda or introduced under New Business, and that are not considered or acted upon during the meeting, may be placed on the next meeting's agenda under Unfinished Business.

III. Procedure

A. Voting

1. All voting in any meeting require a simple majority vote unless otherwise specified in the IPT Constitution, Bylaws, or Robert's Rules of Order.
2. There shall be no voting by proxy.
3. Member votes shall normally be conducted by hand count.
4. All member votes shall be recorded in the minutes.

B. Open Meetings

All General IPT meetings, Election meetings, and other IPT Committee meetings shall be open to all members of the IPT

IV. Committees

- A. Members not on the Executive board must serve on at least one committee.
- B. The purpose of IPT Committees is to carry out programs established by the IPT members and to assist the Executive Board.
- C. There shall be the following IPT Committees:
 1. Research Committee: PENDING
 2. Career Committee: Research and communicate to IPT members employment opportunities.
 3. Communications Committee: The Communications Committee aims to insure that the entire student body is provided with information about the Intellectual Property and Technology Law Society, including public events

and seminars, career opportunities, and any new developments in the field. To meet these ends, the committee will utilize any available media, including, but not limited to, e-mail, campus newspaper ads, flyers and a website. In addition, the committee will be responsible for keeping the current membership informed of society events, meetings and other relevant information.

4. **Speakers and panels Committee:** The Speakers and Panels Committee will identify, contact, and retain potential speakers and form panels as necessary to promote the goals of the Intellectual Property and Technology Society as envisioned and memorialized in the Society's Constitution. These goals include, but are not limited to, educating the membership on career opportunities and pertinent issues of Intellectual Property and Technology, providing opportunities for members to develop contacts with professionals in the Intellectual Property and Technology community, and enhancing the Society's public recognition, both in the school and community at-large, through community outreach including the solicitation of speakers and the formation of panels.
 5. **Fund-raising Committee:** To raise funds for the advancement of the goals and objectives of the Intellectual Property & Technology Law society.
- D. IPT Committees are open to all IPT members.
- E. IPT Committee Chairs shall be held by two IPT members as Co-chairs (Directors and Coordinators) and shall be responsible to report to the appropriate Vice President.
1. **Director duty:**
 - a. Report on committee progress during Executive Board meetings and when appropriate during general IPT meetings.
 - b. Plan goals with the committee members for the committee at the start of each academic semester.
 2. **Coordinator duty:**
 - a. Set committee meeting times and deadlines.
 - b. Assign committee members duties, tasks, and benchmarks.
- F. Executive board members may serve as Directors or Coordinators to any one committee in addition to their position. Executive board members can serve as members to multiple committees.
- G. Additional IPT Committees may be established as necessary by the Executive Board and from input from the IPT members.

V. Expulsion, Impeachment, and Replacement of IPT Members

A. Expulsion

1. At minimum, members are required to attend IPT meetings, and serve on at least one committee.
2. The executive board shall remove those members that impede the progress of the society.

B. Impeachment

1. For good cause shown, impeachment charges may be filed against any officer of the IPT executive board. These charges may be filed by any member of the Executive Board with the concurrence of a majority of the Executive Board.
2. Once the Executive board has filed impeachment charges, a two-thirds vote of the entire membership is required to impeach the officer.

C. Replacement

Members are recruited at any time during the academic year.

VI. Other

Bylaws shall be renumbered and re-lettered where appropriate to provide for the proper sequence of numbers and letters.

Constitution

PREAMBLE

We, the students of the University of Miami School of Law, hereby associate ourselves in forming the Intellectual Property & Technology Law Society to:

1. Research, study, and discuss the impact of law on technology and of technology on the law.
2. Research, study, and discuss patents, trademarks, copyrights, trade secrets, and other relevant areas that may be affected by technology.
3. Publish findings of the Intellectual Property & Technology Law Society to encourage intellectual stimuli, discussion and to stay connected with the intellectual property community.
4. Connect students with community leaders in the Intellectual Property & Technology field.
5. Provide learning opportunities by inviting speakers to discuss emerging and existing technologies, patents, trademarks, copyrights, trade secrets, and other relevant areas of law.

Therefore, we establish this Constitution of Intellectual Property & Technology Law Society.

ARTICLE I NAME

The name of this organization shall be: Intellectual Property & Technology Law Society (IPT)

ARTICLE II MEMBERSHIP

The Intellectual Property & Technology Law Society shall be comprised of students and faculty of the University of Miami School of Law who pledge to participate and contribute to the society in accordance with the Constitution and Bylaws.

ARTICLE III TECHNOLOGY DEFINED

The word technology shall mean any product, method, process, or application that may alter or modify current life practices.

ARTICLE IV EXECUTIVE BOARD

Section 1. Composition

The executive board shall be comprised of the following: President, Vice President of Intellectual Property, Vice President of Technology, Vice President of Finance, and Vice President of Management.

Section 2. Duties and Powers

A. The President shall:

1. Serve as the chief executive officer of IPT.
2. Enforce the Constitution of IPT with the assistance of other executive board members when possible.
3. Serve as the official spokesperson and representative of IPT.
4. Sign, in conjunction with the Vice President of Finance, all requisitions and disbursements that have been duly authorized in the budget.
5. Call special meetings of the executive board when emergency action is necessary providing that reasonable efforts are made to give all executive board members at least 24 hours notice.
6. Serve as Inter-Club Council (ICC) representative.
7. Have the power to delegate to any Vice President any power granted to him/her pursuant to this Constitution.
8. Write a report including necessary operational procedures and any substantive policy changes for the President-elect.
9. Be available for the one-hour orientation after elections and before fall semester for newly elected officers.
10. Carry out those duties not addressed in this section that are outlined elsewhere in the Constitution or Bylaws.

B. The Vice President of Intellectual Property shall:

1. Assume, in conjunction with The Vice President of Technology, the duties of the President in the event that the President is unable to perform his/her duties.
2. Be a member of the research and technology committee and provide IPT members with resources and ideas on intellectual property including specific duties to:
 - a. Construct and maintain a databank of possible intellectual property topics for study available to IPT members.
 - b. Provide a list of possible speaker candidates to speak at IPT sponsored events.
3. Oversee all IPT Committees as defined in the Bylaws regarding Intellectual Property topics.
4. Collaborate with other school organizations when appropriate.

5. Write a report including necessary operational procedures and any substantive policy changes for the Vice President of Intellectual Property elect.
6. Be available for the one-hour orientation after elections and before fall semester for newly elected officers.
7. Carry out any duties delegated to him/her by the President.
8. Carry out those duties not addressed in this section that are outlined elsewhere in the Constitution and/or Bylaws.

C. The Vice President of Technology shall:

1. Assume, in conjunction with The Vice President of Intellectual Property, the duties of the President in the event that the President is unable to perform his/her duties.
2. Be a member of the research committee and provide IPT members with resources and ideas on intellectual property including specific duties to:
 - a. Construct and maintain a databank of possible Technology topics for study available to IPT members.
 - b. Provide a list of possible speaker candidates to speak at IPT sponsored events.
3. Oversee all IPT Committees as defined in the Bylaws regarding Technology topics.
4. Collaborate with other school organizations when appropriate.
5. Write a report including necessary operational procedures and any substantive policy changes for the Vice President of Technology elect.
6. Be available for the one-hour orientation after elections and before fall semester for newly elected officers.
7. Carry out any duties delegated to him/her by the President.
8. Carry out those duties not addressed in this section that are outlined elsewhere in the Constitution and/or Bylaws.

D. The Vice President of Management shall:

1. Maintain records of all general minutes meetings, submitted information, research material, and IPT mail.
2. Coordinate all IPT meetings.

3. Be knowledgeable of the databanks maintained by the Vice President of Intellectual Property and the Vice President of Technology.
4. Coordinate the distribution of IPT information and organize the announcement of upcoming events to the Law School community.
5. Help to coordinate all IPT programs and events with the respective committee coordinator.
6. Write informational letters to solicit new incoming members throughout the year.
7. Write a report including necessary operational procedures and any substantive policy changes for the Vice President of Management elect.
8. Coordinate and be available for an orientation for newly elected executive board members after elections before the end of the fall semester to last at least one-hour.
9. Perform duties as assigned by other executive board members.
10. Carry out those duties not addressed in this section that are outlined elsewhere in the Constitution and/or Bylaws.

E. The Vice President of Finance shall:

1. Manage all IPT funds.
2. Form a budget to be presented to IPT members and to recommend to the executive board for approval.
3. Have the power to allocate funds. upon approval of the budget, provided both the VP of Finance and the President have signed the requisition and/or disbursement forms.
4. Sign, in conjunction with the President, all requisitions and disbursements that have been duly authorized in the budget.
5. Document all financial transactions, which shall be open for IPT members to inspect.
6. Give a detailed report of the finances at the last meeting of each semester, or upon request within reasonable time.
7. Organize fund-raising events for the organization.
8. Solicit sponsorships for events, including presentations to LAFAC.
9. Write a report including necessary operational procedures and any substantive policy changes

for the Vice President of Finance elect.

10. Be available for the one-hour orientation after elections and before fall semester for newly elected officers.
11. Carry out those duties not addressed in this section that are outlined elsewhere in the Constitution and/or Bylaws.

Section 3. Executive Board

A. General Powers and Duties.

The Executive Board shall:

1. Approve a budget as recommended by the Vice President of Finance.
2. Have the power to form Committees as defined in the Bylaws.
3. Carry out those duties not addressed in this section that are outlined elsewhere in the Constitution and/or Bylaws.

Section 4. Meetings

- A. At least one member of the executive board and the IPT members shall hold meetings at least once every two weeks at a designated time and place during the Fall and Spring terms.
- B. A regular meeting of IPT may be canceled at the discretion of the executive board.

ARTICLE V ELECTIONS

Section 1. Procedures

- A. IPT members who have paid their dues are eligible to run for the office of Vice President of Intellectual Property, Vice President of Technology, Vice President of Finance, and Vice President of Management.
- B. IPT members who have been active for at least one semester with IPT and have paid their dues, are eligible to run for the office of President.
- C. Executive Board officers shall be elected upon receipt of a majority of the -votes cast in the election; in the event that no candidate receives a majority of the votes, a runoff election between the two candidates receiving the most votes shall take place immediately.
- D. Elections for the offices of President, Vice President of Intellectual Property, Vice President of Technology, Vice President of Finance, Vice President of Management, and Vice

president of Information shall be held no later than four weeks before end of the Spring Semester.

- E. Each elected executive member shall serve for two consecutive school semesters starting in the Fall semester.
- F. Elections for the positions of Coordinator and Director of the different committees shall be held no later than four weeks into the current academic semester.
- G. Each elected Coordinator or Director shall serve for one academic school semester starting immediately after the elections.
- H. No member scheduled to graduate before the expiration of a particular term of office shall be eligible to run for that office.
- I. Election results, including the number of votes for each candidate, shall be available in the IPT office to all IPT members.
- J. The Vice President of Management shall give notice of the elections at least a week in advance.
- K. Clauses A and B of this section shall not apply to the Spring 2001 elections.

ARTICLE VI PARLIAMENTARY AUTHORITY

Robert's Rules of Order, or any other procedure as deemed appropriate by the Executive board, shall be the parliamentary authority for IPT meetings.

The IPT Executive Board shall select a specific version and edition to be the official Robert's Rule Order publication of the IPT.

ARTICLE VII OATH OF OFFICE

All Officers of the IPT shall take the following Oath of Office upon inauguration, administered by the IPT President:

"I do solemnly affirm that I will, to the best of my ability, preserve, defend, and enforce the provisions of the Constitution and Bylaws of the Intellectual Property & Technology Law Society of the University of Miami School of Law. I solemnly affirm that I will exercise utmost care to uphold the good name of our school. I also solemnly affirm that I will diligently, faithfully, and conscientiously perform all my duties as an officer of Intellectual Property & Technology Law Society of the University of Miami School of Law, including providing an exciting forum for the intersection of law and technology and environment where students can learn and broaden their knowledge of intellectual property and technology.

ARTICLE VIII AMENDMENTS

Any amendment to this Constitution, or a proposed new Constitution, shall be proposed by a two-thirds (2/3) vote of members of IPT

The proposed amendment, or new Constitution shall be presented to the executive board and all IPT members, whereupon it shall be adopted with a two-thirds (2/3) vote of those voting, providing at least a Quorum.

The amendment or new Constitution must be submitted to the IPT President.

This Constitution shall be renumbered and re-lettered where appropriate to provided for the proper sequence of numbers and letters. The IPT President shall be responsible for the maintenance of an updated copy of the Constitution and Bylaws in the IPT Office, the Dean of Student's Office, and at the Law Library circulation desk.

ARTICLE IX BYLAWS

This Constitution is the supreme law of the IPT, and all rules or parts of rules in conflict with this Constitution are hereby repealed.