

ASSOCIATION OF CARIBBEAN LAW STUDENTS

CONSTITUTION & BY-LAWS

ARTICLE I – NAME

The name of this association is the Association of Caribbean Law Students (“ACLS”).

ARTICLE II - PURPOSE

The purposes of the Association of Caribbean Law Students (ACLS) is to provide a network of mentorship for law students who are from the Caribbean, have ties to the region, or have an interest in learning about Caribbean culture and heritage. The ACLS is committed to providing workshops and programs to benefit both our members and the community at large. Membership is open to any student enrolled at the University of Miami School of Law.

ARTICLE III – MEMBERSHIP

Section 1

Any University of Miami School of Law student, alumni, staff may become a member of the University of Miami Association of Caribbean Law Students.

Section 2:

Only University of Miami School of Law students, staff and alumni shall constitute the general voting body.

Section 3:

Any full time and willing University of Miami School of Law student may become an Executive Committee Member if properly chosen by election or appointment, but that person shall have been a member of the organization for at least one month.

ARTICLE IV - EXECUTIVE COMMITTEE

Section 1:

The Executive Committee shall consist of the President, the Vice President of Community Affairs, Vice President of Programming, Vice President of Career Development, and the Members-At-Large.

Section 2:

President

- must be a registered University of Miami School of Law student
- call and conduct meetings

- be a liaison between the members and the university
- monitor the functioning of the organization
- effectively delegate duties and responsibilities
- visibly support the programs of the organization
- perform all duties as called upon by the organization

Vice President of Community Affairs

- must be a registered University of Miami School of Law student
- work with community leaders and organizations
- plan and execute projects
- coordinate and publicize social activities
- perform all duties as called upon by the organization

Vice President of Programming

- must be a registered University of Miami School of Law student.
- stay abreast of the affairs of other clubs
- work with other student leaders to co-host and co-sponsor events
- maintain financial reports of the organization
- submit a monthly financial report to the President and the organization
- perform all duties as called upon the organization

Vice President of Career Development

- must be a registered University of Miami School of Law student.
- work with student leaders outside of the campus
- work with the Career Planning Center and local firms to host events geared toward the development of Caribbean students.
- produce posters/emails advertising events hosted by the organization.
- perform all duties as called upon by the organization.

Members-At-Large (3x)

- must be a registered University of Miami School of Law student.
- this position is delegated by the President.
- stimulate member interaction.
- supply feedback from all members to the Executive Committee.
- assist the other members of the Executive Committee as needed.
- perform all duties as called upon by the organization.
- liaise with Caribbean Clubs of other schools.

ARTICLE V - Voting Representatives

Voting members' commitments shall include:

- attendance at general meetings of the organization

- service on committees as needed
- performing all duties as called upon by the organization

ARTICLE VI - Qualifications for Upholding a Voting Position

Section 1:

The voting member should not be on disciplinary probation at any time.

Section 2:

No member of the organization may solicit money or any other favors on behalf of The Club without the prior approval of the general body. The member shall then report his/her progress to the general body.

Section 3:

If any member violates any of the attendance or the participation laws within this document, their voting privilege will be temporarily removed and their position will be re-evaluated by the general body.

ARTICLE VII - General Voting Rules

Section 1:

Votes shall be cast by all voting members. In the event of a tie, the President shall make the decision.

Section 2:

More than fifty percent of eligible voting members of the organization must be present at a regularly called meeting for a quorum and therefore conduct legal business of the organization. All business before the organization requiring a vote shall require the approval of a simple majority (more than fifty percent) of the quorum for passage.

Section 3:

Election shall be held by secret ballot. All other votes shall be done by roll call or over email. Each member shall have only one vote.

ARTICLE VIII - Committees

Section 1:

The organization shall have the following standing committees.

A) Community Affairs: Chaired by the Vice-President of Community Affairs

Plans and executes a specified agenda as presented by the Vice President and modified by the committee.

B) Programming: Chaired by the Vice-President of Programming.

Plans and executes a specified agenda as presented by the Vice President and modified by the committee.

C) Career Development: Chaired by the Vice-President of Career Development.

Plans and executes a specified agenda as presented by the Vice President and modified by the committee.

Section 2:

A special project committee may be formed as the need arises. It shall be dissolved when that need is fulfilled. The committee chair shall be appointed by the President.

ARTICLE IX - Meetings

Section 1:

General meetings shall be held once a month. Members shall be notified of the day, time, and location at least one week in advance.

Section 2:

Special additional general meetings may be called at the discretion of the President.

Section 3:

Chairs of committees shall establish a regular meeting time and location for their purposes.

Section 4:

In the event of the President's absence at any meeting, any one of the vice-presidents would run the meeting.

ARTICLE X - Election of Officers

Section 1:

Election of the Executive Committee for the following school year shall take place in the spring semester.

Section 2:

Nomination for these positions should be made at least one week in advance. The voting representatives shall elect the Executive Committee.

Section 3:

All positions shall require service immediately preceding the Spring semester until the end of the Spring Semester of the following year with the exception of the 1L Member-At-Large. This position will be elected in the fall semester and shall require service from the time of election until the end of the Spring Semester.

Section 4:

All Executive Board Members must be enrolled at University of Miami School of Law for the entire term of his/her appointment.

Section 5:

The new Executive Committee must present a tentative plan of the goals and activities that they hope to accomplish. The new Executive Committee members should present this tentative plan to the members prior to the end of the Spring semester.

ARTICLE XI - Vacancies in Executive Offices

Section 1:

An Executive Officer may resign by submitting a written letter to the President at least two weeks prior to the day it is to take effect. If the President wishes to resign, the resignation will be presented to the Vice-Presidents. The resignation will be announced at the next meeting.

Section 2:

If there is a vacancy in any of the executive positions during the course of the year, the President shall appoint a new person pending the by-election for the position at the next general meeting.

Section 3:

If the President's position should be vacated, the Vice-Presidents shall elect among themselves a new President for the rest of the term and appoint a new Vice-President, pending the approval of the voting members.

ARTICLE XII - Impeachment of Executive Officers

Section 1:

Executive Officers may be impeached. The President has the right to remove any member pending approval of all other voting members.

Section 2:

Any representative or officer may bring up charges of impeachment. The charges will then be discussed at the next general meeting.

Section 3:

A quorum is required for a vote on impeachment. A three quarters majority of the quorum is required for impeachment to pass. Every voting member votes on the impeachment, by secret ballot.

Section 4:

Grounds for impeachment include the following:
Serious misuse of their position, failure to fulfill duties of office, gross misrepresentation of the organization and lack of participation or attendance.

ARTICLE XIII - The Budget

Section 1:

The Vice President of Programming shall keep an accurate and up-to-date ledger and record of all transactions and receipts.

Section 2:

The budget shall be submitted by the Vice President of Programming at a general meeting at the beginning of each quarter. Voting members and executives will have two weeks to review the budget before voting on it. The Vice President of Programming must have the final budget finished in sufficient time to meet the University of Miami School of Law deadlines.

Section 3:

To be reimbursed for purchases made for the organization, the person making the purchase must present the receipt to the Vice President of Programming. The Vice President of Programming will then reimburse the specific amount to the person, while retaining the receipt.

Section 4:

Any voting member has the right to inspect the accounts at any general meeting.