



## **BY-LAWS**

**As amended April 5, 2011**

### **Section 1 Attendance**

A. The Student Bar Association of Thomas Jefferson School of Law is a professional organization and its members shall reflect a high level of professionalism, respect, and accountability.

B. As it is recognized that attendance at meetings is absolutely necessary for adequate representation of the Association and Thomas Jefferson School of Law students, all elected and appointed Student Bar Association members shall be subject to the following restrictions:

1. A member may be excused from attending a regularly scheduled Student Bar Association General Meeting in an emergency situation, if adequate notice is given to the Student Bar Association President before the regular meeting has been called to order.

2. A member who is unexcused from three (3) regularly scheduled Student Bar Association General Meetings OR is unexcused from two (2) consecutive Student Bar Association General Meetings during a semester shall be served with an order to show cause why s/he will not be deemed to have constructively resigned:

a. This order shall be served by the Parliamentarian at the direction of the President.

b. A member served with this order shall have seven (7) days from the date of the order to communicate with the Student Bar Association President and arrange for a hearing in front of the Student Bar Association Executive Board and Student Bar Association Executive Committee.

c. A majority vote by the eleven members Student Bar Association Executive Board and Student Bar Association Executive Committee will be made as to member's right to continue to serve as a Student Bar Association member. A vote may also occur electronically and after the hearing.

d. Failure to respond to the order within one week OR failure to attend a hearing will result in entry of the member's constructive resignation. A hearing is not required where the Student Bar Association member has resigned or has violated any rule under Article III, Section 3, Parts 4 or 5(a-g).

## **Section 2 Reports**

A. The directors or chairpersons, whether they chair a committee/special committee, shall submit oral reports at all regularly scheduled Student Bar Association General Meetings and at the discretion of the Student Bar Association President regarding the status of their respective committees and projects.

B. The Executive Board and Executive Committee, Bar Association Student Representatives, Chairs, and the Class Representatives, shall submit written reports to their respective successors and the Student Bar Association President-elect at the last regularly scheduled Student Bar Association General Meeting with a strict deadline of June 15 of that year when the newly-elected member begins to serve. The outgoing Student Bar Association President shall provide the content of this report.

## **Section 3 Communications**

All Student Bar Association Members who create any posters or fliers or disseminate email communications in the name of the Student Bar Association must seek approval of the Student Bar Association President and Public Relations Director; and SBA Vice-President for the Class Representatives.

Communications not meant for public knowledge are considered confidential as laid out by the Executive Board of the Student Bar Association.

## **Section 4 Academics Committee**

A. The Academics Director shall act as Chair of the Academics Committee.

B. The membership of the Academics Committee shall consist of at least two (2) students at Thomas Jefferson School of Law, but no more than five students, who shall be appointed by the Academics Director with the approval, advice, and consent of the Student Bar Association Executive Board. One of the committee members must be a Student Bar Association Class Representative.

C. The names, phone numbers, and e-mail addresses of the students appointed to the Academics Committee shall be submitted to the Student Bar Association President no later than one week from the beginning of each semester.

D. The students appointed to the Academics Committee must be in good academic standing.

E. The Student Bar Association President shall submit the names of students appointed to the Academics Committee to the Student Services Director so that a determination of the above requirement is made (D).

F. The duties of the Academics Committee shall be to:

1. Conduct reviews, studies, and analysis of all academic policies at the discretion of the Academics Director.
2. Recommend changes in academic policies to the entire Student Bar Association Executive Board.

G. Student Bar Association Class Representatives and position holders shall have preference for all committee membership.

## **Section 5 Alumni Relations Committee**

A. The Alumni Relations Director shall act as Chair of the Alumni Relations Committee.

B. The membership of the Alumni Relations Committee shall consist of at least two (2) students at Thomas Jefferson School of Law, but no more than five students, who shall be appointed by the Alumni Relations Director with the approval, advice, and consent of the Student Bar Association Executive Board. One of the committee members must be a Student Bar Association Class Representative.

C. The names, phone numbers, and e-mail addresses of the students appointed to the Alumni Relations Committee shall be submitted to the Student Bar Association President no later than one week from the beginning of each semester.

D. The students appointed to the Alumni Relations Committee must be in good academic standing.

E. The Student Bar Association President shall submit the names of students appointed to the Alumni Relations Committee to the Student Services Director so that a determination of the above requirement is made (D).

F. The duties of the Alumni Relations Committee shall be to:

1. Make recommendations regarding alumni events and outreach for student, faculty and staff of Thomas Jefferson School of Law.
2. Plan, staff, and coordinate alumni events in which the Thomas Jefferson School of Law Alumni Relations Department, Deans/Administration, Faculty, Athletic Events Director, and the Student Bar Association President and Executive Board have determined to be in the best interests of the student body at Thomas Jefferson School of Law.
3. Attend Thomas Jefferson School of Law Alumni Meetings where the Alumni Relations Director cannot.
4. Be at the service of the Bar Association Student Representatives where needed for the various Bar Association events and meetings. The Alumni Relations Director is also subject to the rule.

G. Student Bar Association Class Representatives and position holders shall have preference for all committee membership.

**Section 6**  
**Athletic Events Committee**

- A. The Athletic Events Director shall act as Chair of the Athletic Events Committee.
- B. The membership of the Athletic Events Committee shall consist of at least two (2) students at Thomas Jefferson School of Law, but no more than five students, who shall be appointed by the Athletic Events Director with the approval, advice, and consent of the Student Bar Association Executive Board. Two of the committee members must be (1) the Athletic Events Assistant and (1) Student Bar Association Class Representative.
- C. The names, phone numbers, and e-mail addresses of the students appointed to the Athletic Events Committee shall be submitted to the Student Bar Association President no later than one week from the beginning of each semester.
- D. The students appointed to the Athletic Events Committee must be in good academic standing.
- E. The Student Bar Association President shall submit the names of students appointed to the Athletic Events Committee to the Student Services Director so that a determination of the above requirement is made (D).
- F. The duties of the Athletic Events Committee shall be to:
1. Make recommendations regarding athletic events for student, faculty and staff of Thomas Jefferson School of Law.
  2. Plan and coordinate athletic events in which the Athletic Events Director and the Student Bar Association Executive Board have determined to be in the best interests of the student body at Thomas Jefferson School of Law.
- G. Student Bar Association Class Representatives and position holders shall have preference for all committee membership.

**Section 7**  
**Community Events Committee**

- A. The Community Events Director shall act as chair of the Community Events Committee.
- B. The membership of the Community Events Committee shall consist of at least two (2) students at Thomas Jefferson School of Law, but no more than five students, who shall be appointed by the Community Events Director with the approval, advice, and consent of the Student Bar Association Executive Board. One of the committee members must be a Student Bar Association Class Representative.
- C. The names, phone numbers, and e-mail addresses of the students appointed to the Community Events Committee shall be submitted to the Student Bar Association President no later than one week from the beginning of each semester.

D. The students appointed to the Community Events Committee must be in good academic standing.

E. The Student Bar Association President shall submit the names of students appointed to the Community Events Committee to the Student Services Director so that a determination of the above requirement is made (D).

F. The duties of the Community Events Committee shall be to:

1. Make recommendations regarding community events for the students, faculty and staff of Thomas Jefferson School of Law.
2. Plan, staff, and coordinate community-related events, which the Community Events Director and the Student Bar Association Executive Board have determined to be in the best interests of the student, body of Thomas Jefferson School of Law.

G. Student Bar Association Class Representatives and position holders shall have preference for all committee membership.

### **Section 8 Social Events Committee**

A. The Social Events Director shall act as Chair of the Social Events Committee.

B. The membership of the Social Events Committee shall consist of at least four students at Thomas Jefferson School of Law, but no more than eight students, who shall be appointed by the Social Events Director with the approval, advice, and consent of the Student Bar Association Executive Board. Five of the committee members must be the Student Bar Association (1) President, (2) Vice-President, (3) Social Events Director, (4) Social Events Assistant, and (5) a Student Bar Association Class Representative.

C. The names, phone numbers, and e-mail addresses of the students appointed to the Social Events Committee shall be submitted to the Student Bar Association President no later than one week from the beginning of each semester.

D. The students appointed to the Social Events Committee must be in good academic standing.

E. The Student Bar Association President shall submit the names of students appointed to the Social Events Committee to the Student Services Director so that a determination of the above requirement is made (D).

F. The duties of the Social Events Committee shall be to:

1. Make recommendations regarding social events for the students, faculty and staff of Thomas Jefferson School of Law.
2. Plan, staff, coordinate social events, which the Social Events Director and the Student Bar Association Executive Board have determined to be in the best interests of the student body of Thomas Jefferson School of Law.

3. Plan, staff, and coordinate the Annual Barristers Ball at the direction of the Student Bar Association Executive Board.

G. Student Bar Association Class Representatives and position holders shall have preference for all committee membership.

**Section 9**  
**Special Committees (e.g., Fundraising, Graduation, etc.)**

A. The Director or Chair of a Special Committee shall act as chair of the that Committee.

B. The Director or Chair of a Special Committee is appointed by the Student Bar Association President with the majority approval of the Student Bar Association Executive Board.

C. The membership of a Special Committee shall consist of at least two (2) students at TJSL, but no more than five students, who shall be appointed by the Director or Chair of the Special Committee, with the approval, advice, and consent of the Student Bar Association Executive Board. One of the committee members must be a Student Bar Association Class Representative.

D. The names, phone numbers, and e-mail addresses of the students appointed to the Special Committee shall be submitted to the Student Bar Association President no later than one week from the beginning of each semester.

E. The students appointed to the Special Committee must be in good academic standing.

F. The Student Bar Association President shall submit the names of students appointed to the Special Committee to the Student Services Director so that a determination of the above requirement is made (D).

G. The duties of the Special Committee shall vary at the discretion of the Student Bar Association Executive Board.

H. Student Bar Association Class Representatives and position holders shall have preference for all committee membership.

**Section 10**  
**Rules of Conduct/Publication, and Appointments for the Student Newspaper (*The Jeffersonian*)**

A. The Editor-in-Chief (Student Bar Association Vice-President), Editors of the Newspaper, and Student Bar Association President shall edit, review, and approve the appropriate content for the newspaper.

B. The Student Bar Association Executive Board shall hold the Editor-in-Chief (Student Bar Association Vice-President) responsible for maintaining the integrity of the newspaper as a representation of the Student Bar Association, students, faculty and staff of Thomas Jefferson School of Law.

C. Title will be passed to the new Editor-in-Chief upon the election of the Student Bar Association Vice-President after the March/April Student Bar Association General Election or through appointment by the Student Bar Association President with majority approval of the Student Bar Association Executive Board in the event the position is unfilled after the Student Bar Association election process.

1. The duties of the Editor-in-Chief shall be to:
  - a. Have Editorial Power and Oversee newspaper Staff, Writers, and Editors and be available to any Student Bar Association Executive Board member concerning article submissions.
  - b. Mediate any disputes.
  - c. Submit a written report to the successor Student Bar Association Vice-President at end of his/this term.
  - d. The Student Bar Association Vice-President is the Editor-in-Chief and shall appoint Editors:
    - i. Editors must be in good academic standing and must have completed at least one semester of study at Thomas Jefferson School of Law.
    - ii. Must adhere to and not be in violation of Article III, Section 3, Parts 4 and 5(a-g) of the Student Bar Association Constitution.
  - f. With approval, advice, and consent of the Student Bar Association Executive Board, shall appoint the various positions to the Student Newspaper or place such positions up for election as deemed necessary by the Student Bar Association Executive Board.
    - i. All appointed or elected positions must be in good academic standing and must have completed at least one semester of study at Thomas Jefferson School of Law.
    - ii. Must adhere to and not be in violation of Article III, Section 3, Parts 4 and 5(a-g) of the Student Bar Association Constitution.
  - g. Shall appoint writers to the newspaper who represent the Student Bar Association, students, faculty, and staff of Thomas Jefferson School of Law in a professional manner.

E. Any Staff Member, Editor, or Writer for the Student Bar Association Newspaper may be removed for cause by a majority vote of the Student Bar Association Executive Board.

## **Section 11 Removal of Officers**

A. A motion to remove any elected or appointed officer shall be considered only upon presentation of a petition signed by a majority of all elected and appointed officers possessing voting power.

1. The removal petition must state reasons for the proposed removal.
2. The removal petition must be presented at a regularly scheduled meeting of the Student Bar Association.
3. The person or persons who have been made subject to recall by such removal petition must be given written notice of the removal petition no less than three (3) days before the regularly scheduled Student Bar Association Meeting where the removal petition will be presented, but not argued.

B. Upon proper receipt of a removal petition, signed by a majority of all elected and appointed officers possessing voting power, a recall hearing shall be scheduled only upon approval of a majority of those officers present at the regularly scheduled Student Bar Association Meeting at which time the removal petition is properly presented.

C. Upon a vote of a majority of officers as described in section (B), the President shall notify the affected party or parties of the scheduling of a recall hearing by writing, within three (3) days of the vote taken.

1. A recall hearing must be scheduled no earlier than three (3) days, nor later than fifteen (15) days after the regularly scheduled Student Bar Association Meeting at which time the removal petition was properly received and voted upon.
2. If the recall hearing required under section (C) is not held within fifteen (15) days of the regularly scheduled Student Bar Association Meeting, at which time the removal petition was properly received and voted upon, no action may later be instituted against the same party for the same cause.
3. The recall hearing shall be chaired by the Student Bar Association Parliamentarian.

D. At the recall hearing required under section (C), the affected officer subject to removal shall be afforded a reasonable opportunity to respond to specific allegations contained within the removal petition, and shall be afforded a reasonable opportunity to present witnesses and evidence in his/her behalf.

E. A affirmative vote of two-third (2/3) of elected and appointed officers possessing voting power, required under section (C), shall be required to recall any officer. The decision reached by the officers at this recall hearing shall be final, and may not be reconsidered upon any motion at any later date.

F. ADDENDUM (3.4.11): Any elected or appointed officer to the Student Bar Association, who falls below the required 2.25 cumulative grade point average (GPA) requirement after completing 16 or more units, shall have a one-semester “grace period” to recover. This means that such student shall be allowed to earn a GPA above the 2.25 standard during the following semester or be removed and or be disallowed or disqualified from any Student Bar Association election.

## **Section 12**

### **Faculty Committees**

A. Appointments to committees will be made by the Student Bar Association President, with majority approval of the Student Bar Association Executive Board (Vice-President, Treasurer, and Secretary). Each Faculty Chair of the Faculty Committees and the faculty members to the committee shall advise and consent to all appointments. It is the duty of the Student Bar Association President to communicate with the Faculty Chair after being elected to collect meeting dates and information and to ensure that a qualified Student Bar Association sits on the committees.

B. The student members to the faculty committees shall be current 2L or 3L Thomas Jefferson School of Law Student Bar Association Executive Board or Executive Committee Member(s) in good academic standing.



1. Various Faculty Committees require specific membership, outlined below.

C. The Standing Faculty Committees shall exist indefinitely and includes one or more current 2L or 3L Thomas Jefferson School of Law Student Bar Association Executive Board or Executive Committee Member(s) in good academic standing, as defined below:

1. *Faculty Safety Committee*

a. The Student Member shall be a current 2L or 3L Thomas Jefferson School of Law Student Bar Association Executive Board or Executive Committee Member in good academic standing.

2. *Faculty Admissions Committee*

a. The Student Member shall be the current Student Bar Association President or 3L Thomas Jefferson School of Law Student Bar Association Executive Board or Executive Committee Member in good academic standing.

3. *Student-Faculty Diversity Committee*

a. The Student Member(s) shall be a current 2L or 3L Thomas Jefferson School of Law Student Bar Association Executive Board or Executive Committee Member(s) in good academic standing.

4. *Student-Faculty-Alumni Committee*

a. The Student Member(s) shall be the current Student Bar Association Alumni Relations Director and/or Alumni Relations Committee Members.

D. Shall additional faculty committees become available to Student Bar Association members (e.g., Ethics Council, Academic Policy & Success, Budget & Planning) member(s) will consist of current 2L or 3L Thomas Jefferson School of Law Student Bar Association Executive Board or Executive Committee Member(s) in good academic standing. It is the duty of the Student Bar Association President to communicate with the Faculty Chair of faculty committees after being elected to seek access to such committees, collect meeting dates, and information to ensure that a qualified Student Bar Association member sits on the committees to represent student interests.

E. REMOVAL: The Student Bar Association Executive Board may remove by majority vote any member(s) of a faculty committee for cause.

### **Section 13 Effective Date and Amendments**

A. The Student Bar Association By-Laws shall become effective immediately upon their adoption. Amendments to the Student Bar Association By-Laws shall become effective immediately upon their adoption unless the Student Bar Association Executive Board in adopting them provides that they are to become effective at a later date.

B. Amendments to the By-Laws may be proposed by a two-third (2/3) vote of a quorum of the Student Bar Association Executive Board.

C. Notice shall be posted on the Student Bar Association bulletin board of the proposed amendment and the date of the vote to be taken by the Student Bar Association Executive Board regarding the proposed amendment.

D. Such vote shall be taken at the next regularly scheduled board meeting.

E. An affirmative vote of two-third (2/3) of a quorum of the Student Bar Association Executive Board shall carry the proposed amendment.

### **Certificate of Adoption**

I, the undersigned, do hereby certify:

1. That I am the President of the Student Bar Association at Thomas Jefferson School of Law, San Diego, California.

2. That the foregoing constitutes the By-Laws of the Student Bar Association that were amended on April 5, 2011 by the Student Bar Association Executive Board.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 5th day of April, 2011 in San Diego, California.

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JEREMY M. EVANS  
Student Bar Association, President  
2010-2011 Academic Year

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ALICIA J. IORIO  
Student Bar Association, Parliamentarian  
2010-2011 Academic Year