

# **The Constitution of the Student Bar Association Oklahoma City University School of Law**

## **Preamble**

We, the Student Body of Oklahoma City University School of Law, desiring to promote our mutual interests, and foster the development and enhance the reputation of the law school, do hereby ordain and establish this Constitution for the Oklahoma City University Student Bar Association, member of the Law School Division of the American Bar Association.

## **Article I. Organization**

The Student Bar Association is the official organization of the Student Body of Oklahoma City University School of Law. The Student Bar Association Board of Governors is the governing body of the Student Bar Association.

## **Article II. Membership**

All students enrolled in the Oklahoma City University School of Law shall be non-voting members of the Student Bar Association Board of Governors.

## **Article III. Classes**

**Section 1.** A class shall be defined as follows:

- (a) A class shall consist of those law students entering Oklahoma City University School of Law as beginning law students during the same academic year.

**Section 2.** The classification of each student for the purpose of voting eligibility in class elections shall be determined by the student's law school identification number.

**Section 3.** Transfer students and students reentering Oklahoma City University School of Law with advanced standing after a previous withdrawal will be assigned to a class by the Dean's Office.

**Section 4.** Class membership shall be furnished to the Student Bar Association by the Dean's Office during October of each year. Students graduating at the end of the school term during which the class membership is being determined shall be counted as a member of that class. Any question, dispute, or disagreement as to the class membership of any student shall be resolved by the Student Bar Association whose decision will be final.

**Section 5.** Every class must have at least twenty-five (25) members. Any class having fewer than twenty-five (25) members shall be merged into that class nearest to it in year or date of entry having twenty-five (25) or more members.

**Section 6.** Each first, second, and third-year class shall elect a President, Vice-President, Secretary, Treasurer, Section 1 Representative, Section 2 Representative, and Sunset Representative. Such officers and any additional class representatives to the Student Bar Association shall be elected in

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compliance with the rules and procedures established in Article II of the Bylaws of the Student Bar Association.

(a) The term of office for second and third-year class officers shall start at the time they are sworn in at the previous year's last regular meeting of the Student Bar Association. Elections of these class officers shall be held in March during the spring semester.

(b) For the purposes of election of class officers for the second and third-year classes, the members of the class shall be considered the members of the current first and second-year classes respectively.

(c) At least two (2) weeks notice of all elections shall be given.

**Section 7.** The general election of class officers for the first-year class shall be held as follows:

- a. The first week of September shall be when the four (4) mandatory election meetings shall be held.
- b. The second week of September shall be campaign week for the respective positions.
- c. The Monday of the third week of September shall be Election Day for the Class officer positions.
- d. Elections to fill upper class vacancies shall be held simultaneously with the first- year class elections.

## **Article IV. Student Bar Association**

**Section 1.** The Student Bar Association's Board of Governors shall consist of:

- (a) The Student Bar Association Executive Committee, which includes the President, Vice President, Secretary, and Treasurer.
- (b) The President, Vice President, Secretary, Treasurer, and Section Representatives of each first, second, and third year classes.
- (c) One representative from any independent student association and/or organization officially recognized by the Student Bar Association.

**Section 2.** An association and/or organization shall send either its president or its duly appointed representative to sit on the Student Bar Association Board of Governors. In the event neither can attend, the president of the association and/or organization shall assign someone to attend.

**Section 3.** Standing and special committees shall be established as deemed necessary by the Executive Committee of the Student Bar Association. The members and chairman of such committees shall be appointed by the President of the Student Bar Association. The President and

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the Student Bar Association Board of Governors shall determine the duties and responsibilities of each committee.

**Section 4.** The term of office for the Executive Committee officers is from election until the end of the last business of the last general meeting of the year for which they were elected, through the upcoming academic year, except for the SBA President, who will continue to preside as set forth by Article V, Section 2.

**Section 5.** The Executive Committee officers of the Student Bar Association shall be elected at a regular meeting or special meeting the last week of April from among the newly elected class officers and those who hold an executive board position in an association and/or organization. Those who are eligible will be those who hold the following positions:

- a. President, Vice President, Secretary, Treasurer, or Class Section Representative.
- b. Their terms shall begin at the conclusion of the meeting in which they are sworn in and run through the upcoming succeeding academic year.

**Section 6.** For the purposes of membership, from the time the Student Bar Association Executive Committee Officer is elected, until their term begins, each newly elected officer is required to attend all Student Bar Association meetings subsequent to their elections, through their term, unless pre-approved by the officer currently holding that position. However, these newly elected officers will not have voting privileges until sworn in at the last Student Bar Association meeting according to this document.

## **Article V. Organization of the Student Bar Association**

**Section 1.** The Executive Committee of the Student Bar Association shall consist of a President, Vice-President, Secretary, and Treasurer.

**Section 2.** The Executive Committee shall be elected by a simple majority of the newly elected class officers, class representatives, any currently recognized class officers and class representatives, and the representatives of the currently recognized organizations. The incumbent SBA President shall preside until the last business of the last general meeting of the year in which they were elected provided he or she and all the Student Bar Association conduct no business except seating the new officers on the Executive Committee. The incumbent SBA President shall have the authority to conduct the order and procedure according to his or her discretion. Only the newly elected class officers and those who hold an executive board position in an association and/or organization that has been active and in good standing for one school year or more are eligible candidates for the Executive Committee.

**Section 3.** In case of vacancy in any Executive Committee office, such vacancy shall be filled pursuant to Title 7, Section 4(b) of the Bylaws. In case of a vacancy in any other elected office, such vacancy shall be filled by a special election called for that purpose. Notice of such elections shall be given at least fourteen (14) days prior to such election.

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**Section 4.** A vacancy is defined as follows:

- (a) When an officer is not enrolled in Oklahoma City University School of Law with the exception of the summer term;
- (b) when an officer voluntarily or involuntarily resigns his office; or
- (c) when an officer has been dismissed for attendance.

## **Article VI. Powers and Duties of the Student Bar Association**

**Section 1.** A quorum of the Student Bar Association shall consist of a simple majority of the Student Bar Association Board of Governors membership. No official business shall be conducted by less than a quorum. Each member of the Student Bar Association Board of Governors, with the exception of the SBA President and Secretary, shall be entitled to one vote. Provided, the SBA President shall have a vote during Student Bar Association meetings to resolve a tie.

**Section 2.** The incumbent SBA President shall have the authority to resolve a tie during Executive Committee elections that take place at the last meeting of the spring semester.

**Section 3.** The Executive Committee shall have the power to formulate policies, create and terminate committees, hold and supervise elections, and shall have such other powers as necessary to effectuate the preamble and provisions of this constitution.

**Section 4.** Appeal from decisions of the Executive Committee must be by written petition to the Executive Committee by not less than ten (10) percent of the student body. The Executive Committee shall act upon all such petitions within thirty (30) days after receipt. Should the Executive Committee deny the appeal, a second petition signed by at least one-third (1/3) of the student body. The Executive Committee shall then submit the issue to a vote of the student body. The second petition shall be filed with the Executive Committee within thirty (30) days after the rejection of the original petition. The time and place of the vote shall be determined by the Executive Committee. In any event, the vote shall not be less than twenty (20) days after the filing of the second petition with the Student Bar Association. Two (2) weeks notice of the vote shall be posted prior to the vote.

**Section 5.** The Executive Committee along with the Class and Student Association and/or Organization Presidents and Treasurers shall meet the Saturday prior to the start of the Fall Semester to vote on student organization budget allocations, and to review necessary information to further assist them throughout the school year. The agenda must consist of but is not limited to: information on budget requests and how to submit them, review of the Budget Guidelines, Bylaws, and Constitution, and potential events for the year. At this meeting, the Executive Committee and the Class and Association/Organization Presidents shall not approve more than sixty-five (65) percent of its total yearly budget. Ten (10) percent shall be reserved as an operating budget for the Board of Governors. The remaining portion of the yearly budget shall be allocated in monthly supplemental requests, which must be approved by the Budget Committee. The Student Bar

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Association shall approve specific budget regulations, which the Executive Committee and the Budget Committee shall be use to make allocations.

## **Article VII. Terms of Office**

The terms of office for officers elected to the Student Bar Association Executive Committee shall be as provided in Article III, Section 6(a) of the Constitution. Class officers and class representatives to the Student Bar Association shall assume office as of the last regular meeting of the Student Bar Association in the academic year.

## **Article VIII. Advisors to the Student Bar Association**

**Section 1.** One (1) member of the faculty of Oklahoma City University School of Law shall be nominated by the Dean of the School of Law and shall be appointed by the newly elected Executive Committee members at the first meeting of their term to be an advisor to the Student Bar Association.

## **Article IX. Rules of Procedure**

**Section 1.** The rules contained in the current edition of Robert's Rules of Order newly revised, shall govern the Student Bar Association in all cases to which they are applicable and in which they are not inconsistent with this Constitution and any Bylaws or special rules of order that the Student Bar Association Board of Governors may adopt. It shall be the role of the Executive Committee Officers to retain a current issue of Robert's Rules of Order. The copy of Robert's Rules of Order shall be present at each Board of Governors meeting.

**Section 2.** This Constitution may be amended only by:

- (a) Submission of proposed amendments by a majority of the Student Bar Association Board of Governors, by a petition signed by at least thirty (30) percent of the student body, or the Student Bar Association Executive Officers. The petition shall be verified by a committee appointed by the Executive Committee no longer than two (2) days after signing of such petition.
- (b) Approval by two-thirds (2/3) of those members of the Student Bar Association Board of Governors voting at an election on such proposed amendments.
- (c) Such election shall be held within three (3) weeks after such amendments are proposed. Notice shall be posted at least two (2) weeks prior to the election.

**Section 3.** The officers, members of the Student Bar Association Board of Governors, or any class officer may be removed from recognition or from office by the Student Bar Association Board of Governors:

- (a) For willful violation of any provision of this Constitution;

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- (b) For malfeasance, misfeasance, or nonfeasance of office;
- (c) For nonattendance of Student Bar Association meetings as evidenced by more than three (3) absences per semester for student organizations or Executive Committee members or three (3) absences per semester for class officers.
- (d) An organization that has three absences will be deemed inactive and will be able to reapply for active status the following semester.
- (d) Provided, no officer may be removed without notice of all charges and an opportunity to appear before the Student Bar Association Board of Governors to answer such charges. Provided further, a two-thirds (2/3) vote of the entire membership of said Student Bar Association Board of Governors is required to remove any officer from office. Said vote shall be by secret ballot. Ballots shall be tabulated by the Executive Committee of the Student Bar Association. Appeals of such decisions shall be conducted in a manner consistent with Article VI, Section 3 of this Constitution.

## **Section 4. Meetings**

- (a) Regular: The Student Bar Association Board of Governors shall regularly meet at a time and place, which it shall determine; and
- (b) Special: Upon at least one weeks notice, the President of the Student Bar Association may call a special meeting at a time and place he or she shall designate. Special meetings may also be called upon written notice signed by a majority of the members of the Student Bar Association Board of Governors upon adequate notice.

## **Section 5. Ambiguities and Conflicting Language**

All matters relating to the interpretation of the language contained herein which cannot be resolved in the language of this Constitution, Bylaws, or the current edition of Robert's Rules of Order, shall be resolved by the voting members of the Student Bar Association Board of Governors by a two-thirds (2/3) vote. The interpretation decided upon shall become the operating definition of any ambiguity or conflict contained within the Constitution or Bylaws. It will then be the role of the Constitutional Committee to supplement the proper interpretation in the Constitution where they determine.

## **Article XI. Graduation**

### **Section 1. Funding.**

Budgeting of Student Bar Association funds Graduation budget: the Student Bar Association shall provide to the graduates for graduation ceremonies in December and May, computed separately for each graduation, dollar for dollar matching funds equal to the fee paid by each graduating student, to the extent actually paid by the student, in accordance with the following formula: (# of

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graduates) multiplied by the (graduation fee paid by each graduate) = total funds available for graduation ceremony. Example:

December Graduation: 10 graduates, 9 of which actually pay the \$25.00 graduation fee. So the formula is:  $(9 \times \$25.00) = \$225.00$

May graduation: 120 graduates, 115 of which pay the \$25.00 graduation fee. So the formula is:  $(115 \times \$25.00) = \$2,875.00$

Note: Each graduating student shall continue to pay the required \$25.00 graduation fee. Student Bar Association shall only match funds to what students pay in graduation fees. Also, this formula does not take into account any money classes have raised on their own which will be used towards their graduation.

## **Section 2. Procedure**

Class officers shall determine the nature and scope of the reception. Considerations by the class officers shall begin no later than 60 days prior to the graduation ceremonies. Considerations include assigning responsibilities for scheduling events, reserving accommodations, and anything, which naturally is part of the planning of events.

## **Section 3. Reception**

- (a) Additional considerations, which must be paid by the graduating, class for the reception: gifts for any speakers (this has traditionally been optional), decorations, music, and any other variables.
- (b) It is up to the class to determine what type of notification is to be distributed regarding the reception. It will be the responsibility of the individual student to notify family and friends.
- (c) The class officers shall determine the number of complimentary tickets for each graduate. E.g., each graduate may receive four tickets, including the graduate, and any additional tickets shall be paid by the individual graduate.

## **Section 4. Recognition**

All 3L class officers and 3L Student Bar Association Executive Officers shall be recognized with a distinct adornment at the official graduation ceremony.