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Section 1: GENERAL INFORMATION AND DEFINITIONS

This organization is officially known as PULSE - Health Law Society, but for purposes within Whittier Law School (WLS), it shall hereafter be referred to as PULSE. PULSE's objective is dedication to continuing the education of members of the legal profession in the health care industry; increasing the awareness of the Law students about health law-related issues affecting them; educating the general public on health law issues; and facilitating cooperation and interaction among health care lawyers, medical professionals and law and medical students.

Definitions

(a) Member - any student who has paid his/her financial dues, completed an application and is in good academic and disciplinary standing at Whittier Law School.

(b) Board member – any member who has been elected by majority vote by members in good standing to the following offices: President, Vice-President, Treasurer, or Secretary.

(c) Coordinator – A member who serves as a leader of a committee established by the executive board either by appointment or by majority vote. They will serve as member of the board with a vote.

Section 2: ORGANIZATION

(A) PULSE shall consist of Members drawn from those students attending and who are in good standing at Whittier Law School. PULSE shall be structured in the following manner: board, coordinator, and members.

(B) The Board, with the Faculty Advisor serving as an appellate review board, shall govern PULSE. The Board shall consist of that hereinafter defined.

Section 3: BOARD

(A) Composition: The Board shall consist of the following positions as hereinafter defined: President, Vice-President, Treasurer, Secretary, Campus Public Relations Coordinator, and Fundraising Coordinator.

(B) Election: Before April 15th of each year, the outgoing board members who are not seeking re-election will conduct an election for the vacancies. The election shall be
open to all Members then in good standing with PULSE. Candidates seeking election must submit a statement by the given deadline. If a candidate who has submitted a statement is unopposed, then the candidate wins. The board must validate the elections at the following meeting.

(C) Authority: The President shall chair all Board meetings. The Board shall have the authority to approve or disapprove of all detrimental actions taken on behalf of PULSE by any Member, including Board members. The President shall determine whether an action is detrimental to PULSE at the board meetings. In the event the full Board disagrees with the President’s characterization of an action being detrimental to the organization, final resolution shall be sought from the Faculty Advisor. Unless otherwise specifically provided for, all approvals by the Board shall be by a simple majority vote of a quorum of the Board. Such a quorum shall consist of a majority of the then existing Board members serving on the board.

(D) Meetings: The Board shall convene at least once every month during the regular academic year to discuss specific or general items of business. The organization shall meet at least once a month during the academic year. No issue shall be presented to the Board without first being discussed with the President and placed on the agenda at least twenty-four (24) hours in advance. The President may waive this restriction at his or her discretion.

(E) Terms: All Board members shall serve for one academic year or until the next election.

(F) Vacancies: In the event a vacancy arises on the Board due to removal, resignation, or any other reason, an election shall be called by the remaining Board to fill that vacancy. Such election shall be consistent with the requirements of section 3(B) above.

(G) Removal: Any Board member, whether elected or appointed, serving on the Board may be removed by the remaining Board. Such removal shall be effective upon a majority vote of the remaining members of the Board, other than the board member who is the object of the removal proceedings. That board member will forfeit recognition. Grounds for removal include not complying with the job descriptions in section 4. Any board member or general member can bring charges. Missing more than two general meetings as a board member without excuse of the President or missing more than one board meeting constitutes grounds for removal.

(H) Resignation: Upon written statement to the Board, any board member may resign from his or her position and forfeit recognition. Such resignation does not deprive that person of member status, as is appropriate, to PULSE.

(I) Illness: In the event of a continuing illness that renders a Board member of the ability to perform his/her duties, the Board member shall be subject to removal under Section 3(G).
Section 4: Board

Comprised as follows:

(A) President

Has the overall function of ensuring the growth and development of the organization through chairing all board and general meetings, establishing membership drives, and keeping constant review of the treasury. The President is responsible for ensuring that the organization complies with all policies and procedures of the Student Bar Association and Whittier Law School. This includes, but is not limited to, ensuring attendance at the Student Bar Association meetings, including roundtables and forums; conducting at least one PULSE general and one board meeting a month, overseeing all committees, board members, and members for the best interest of the organization in all capacities. The President must co-sign all checks and oversee finances since he/she will hold equal fiduciary duty to the Treasurer for expenses before the Student Bar Association. The President is responsible for organizing and scheduling speakers, seminars, and any other related events that take place during the semester.

(B) Vice-President

In the event that the President cannot fulfill any of the given capacities noted by the Student Bar Association, Whittier Law School, or any provision herein, the Vice-President must assume the responsibility in the same capacity as would have the President to ensure the growth and development of the organization. This includes, but is not limited to, conducting any meeting that the President cannot attend, including, Board meetings, general meetings, or any given function of the Student Bar Association. Other responsibilities of the Vice-President will be to assist the President in any capacity and to communicate to faculty advisor the progress of the organization serving as a liaison between the board and the advisor. Additional duties of the Vice-President shall include assisting President with organizing and scheduling speakers, seminars and any other related events that take place during the semester. This person must also estimate the funding that will be required for each event, in collaboration with the Treasurer, for budgeting purposes. This person is also responsible for managing PULSE’s relationship with other student organizations in order to hold combined functions of interest to members of both groups.

(C) Treasurer

The Treasurer will oversee all finances, budgeting and expenditures. The Treasurer will co-sign checks with President. The Treasurer will follow all spending procedures stated in the funding procedures of the Student Bar Association for funding, reimbursements and other accountability. This includes, but is not limited to, attending Student Bar Association workshops or any funding meetings, which are required by the Student Bar Association or requested by the President of PULSE. At a minimum, the beginning of each meeting, the Treasurer will give a detailed report of the organization's expenditures at a general meeting. At the end of the Treasurer’s term, he/she will hand over all accountability of the previous year to the incoming Executive Board.
(D) Secretary

The Secretary will take minutes at each meeting, post emails, and perform any other tasks the President and Vice-President deem necessary. They will also be timekeeper for all general and board meetings.

(E) Campus Public Relations Coordinator

Responsible for communications regarding the organization throughout the law school via email, newsgroup, bulletin board, school newspaper, and any other viable means of publication. All new information and/or updates will be communicated through this individual for release at appropriate junctures throughout the semester. This person will also be responsible for recruiting new members to the organization.

(F) Fundraising Coordinator

Responsible for developing and scheduling fundraising events that are related to the objectives of the organization. This person will work closely with the Treasurer to determine fundraising needs throughout the semester. This person will also be responsible for the managing of the individual events to ensure that SBA and WLS regulations are followed.

Section 5: MEMBERS

Members must abide by all policies and procedures of PULSE, the Student Bar Association, and Whittier Law School.

Section 6: ELIGIBILITY FOR MEMBERSHIP

(A) In order for any student to be eligible for membership in PULSE he/she must be in good academic standing with Whittier Law School.

Section 7: FACULTY ADVISOR

(A) In order to promote continuity from Board to Board, the Board shall recommend a Faculty Advisor from the faculty of the law school. Each Board may elect to recommend a new Faculty Advisor or continue the relationship with the current Faculty Advisor.

Section 8: DISCIPLINE

(A) The President shall be responsible for the discipline of all members and all Board members, according to the system established by the President. The President shall have the sole authority to recommend to the Faculty Advisor whether or not such
Members or Board should receive action against them based on the findings of the board in section 3(G). A member’s failure to be in good academic standing at the law school automatically places him/her in inactive status.

(B) A Member shall have the right to appeal to the Faculty Advisor.

Section 9: DUES

(A) All Members must pay their dues by the Board’s given date to be considered an active member. Dues are subject to the discretion of the Board and the Faculty Advisor based on the needs of the organization. Dues can only be adjusted in the beginning of a semester and shall remain in effect until the end of that academic year.

Section 10: BYLAWS AMENDMENT

(A) These Bylaws may be amended or revised upon a majority vote of a quorum of the board. Recommendations to amend Bylaws can be made at any time by any faculty advisor, member or board member. Members may petition the Board to make changes to the bylaws.