THE LESBIAN, GAY AND BISEXUAL LAW STUDENTS ASSOCIATION OF WHITTIER
CONSTITUTION AND BY-LAWS

The LESBIAN, GAY AND BISEXUAL LAW STUDENTS ASSOCIATION OF WHITTIER is a student organization officially recognized by the Student Bar Association of Whittier Law School.

MISSION AND PURPOSE

The mission and purpose of the LESBIAN, GAY AND BISEXUAL LAW STUDENTS ASSOCIATION OF WHITTIER is to help create a climate in which it is safe and comfortable to be openly lesbian, gay, bisexual, or an ally. We exist to provide education and advocacy with regard to diversity and anti-discrimination efforts. We seek to allay ignorance and fear. We support one another in our daily lives of being out and proud with dignity. We exist to provide friendships, political activism and a sense of community and family. We specifically acknowledge that we have a shared kinship with women and individuals of racial and ethnic minorities, and a common perspective on many of each others' issues and interests. Everyone is welcome and confidentiality is completely respected.

ARTICLE I: NAME

1. The name of this organization shall be THE LESBIAN, GAY AND BISEXUAL LAW STUDENTS ASSOCIATION OF WHITTIER (hereafter referred to as LGBLSA).

ARTICLE II: MEMBERSHIP

1. Membership in LGBLSA shall be open to any and all students, faculty, and staff of Whittier Law School, or their spouses or significant others.

2. There shall be no form of discrimination in LGBLSA membership, whether it be due to one's sexual orientation, race, color, religion, gender, national origin, ancestry, age, or differently-enabled status.

3. Membership dues shall be $30.00 per scholastic year. A member shall have the option of paying the total amount of the dues on an annual basis, or one-half the amount of the dues on a semester basis.

4. With membership in LGBLSA shall come full floor and voting privileges on any and all items of LGBLSA business, including resolutions, items of legislation, By-laws and amendments, and election of Officers.

5. Any member who violates the mission and purpose of LGBLSA may be asked to leave the organization by a two-thirds vote of the membership. All members must be notified of this pending action at least one week prior to the removal decision. Written charges by a member are to be presented to the Executive Board and the Faculty Advisor, and the Executive Board shall notify the member in question with sufficient opportunity given to answer charges at a meeting of the membership. Voting for removal from membership is to be done by secret ballot.
ARTICLE III: GOVERNMENT

1. This organization shall be governed by the members of the LGBLSA, pursuant to these Bylaws.

2. These By-laws may be amended by a majority of the voting members of the LGBLSA at any general meeting, or a special meeting, provided that written notice of the text of the proposed changes has been posted in an area of Whittier Law School accessible to all students, including, but not limited to, the LGBLSA bulletin board.

3. No business of the LGBLSA may be conducted without a majority vote of the members attending any general or special meeting at which such business is proposed. In any situation demanding a timely response which does not allow for the calling of a special meeting, the Executive Board of the LGBLSA may conduct whatever business is necessary to respond to the situation, provided such conduct receives the support of a majority vote of the Executive Board.

ARTICLE IV: OFFICERS

1. The Officers of the LGBLSA shall consist of the following, who shall be responsible for all administrative duties of the LGBLSA:

   (a) Co-Chairpersons (two individuals)
   (b) Secretary
   (c) Treasurer
   (d) Outreach Coordinator

2. All Officers shall be in good academic standing with Whittier Law School.

3. The Officers shall form the Executive Board.

4. The Executive Board shall have the authority to appoint committees, committee chairpersons, and committee members, as appropriate.

5. All actions and decisions of the Executive Board, unless otherwise enumerated in these Bylaws or any amendments to these By-laws, are subject to ratification by the LGBLSA membership upon proper motion at any regular or special Board meeting.

6. The Co-Chairpersons' responsibilities shall include:
   (a) Scheduling regular meetings of the Executive Board, and of the membership;
   (b) Presiding at such regular meetings;
   (c) Reporting activities of the Executive Board to the membership;
   (d) Enforcing these By-laws in the best interest of the LGBLSA;
   (e) Recommending and establishing goals and objectives in keeping with these By-Laws, and with approval of the membership and Faculty Advisor;
   (f) Delegating functions to all Officers and to any committees established by the Executive Board;
   (g) Coordinating the functions of the Officers and any committees;
   (h) Arranging and scheduling speakers, in coordination with the Outreach Coordinator;
7. The Secretary's responsibilities shall include:
   (a) Keeping the minutes of the meetings of the Executive Board, and any and all regular and special meetings of the membership; and
   (b) Distributing all LGBLSA literature, including notice of all general and special meetings, to student boxes and the LGBLSA bulletin board.

8. The Treasurer's responsibilities shall include:
   (a) Keeping an accurate accounting status regarding the use of LGBLSA funds, including all fundraising activities;
   (b) Collecting all annual or semester due from all members;
   (c) Preparing and submitting all expenditure and reimbursement forms to Whittier Law School administration;
   (d) Preparing and submitting all LGBLSA financial information requested by the Whittier Student Body Association; and
   (e) Attending meetings of the Whittier Student Body Association, when necessary, to lobby for financial aid beneficial to the LGBLSA.

9. The Outreach Coordinator's responsibilities shall include:
   (a) Gathering information on all speakers and LGBLSA activities and oversee the preparation of flyers announcing events to the membership and Whittier Law School community;
   (b) Obtaining Whittier Law School's approval for posting or distribution on school property of all flyers and other memoranda concerning the LGBLSA; and Maintaining communication with the Faculty Advisor.
   (c) Developing and utilizing all available mechanisms to publicize LGBLSA activities, as appropriate and necessary, and as approved by the Executive Board.

ARTICLE V: ELECTIONS

1. The Co-Chairpersons, Secretary, Treasurer, and Outreach Coordinator shall be elected by the members of the LGBLSA to serve one year terms.

2. By incorporation, these By-laws designate the following as the initial duly-elected Officers of the LGBLSA.

   (a) Co-Chairpersons: Derek Scott and David Bill
   (b) Secretary: Jessica Gilbert and Alexis Moran
   (c) Treasurer: Richard Von Kolen
   (d) Outreach Coordinator: Shaharzad Etessami

3. Elections shall be held the first week of April of each year. The Officers shall be elected by means of a voice vote or written ballot, as determined by the members present for the election.

4. The terms of all Officers shall begin on May 1 and end on the same day of the following year.

5. Nominations of candidates for LGBLSA Officer positions shall be from the floor of the meeting and may be made by any LGBLSA member. Nominees must be LGBLSA members.
b. Voting shall take place after the close of nominations for each office. Officers shall be elected by majority vote of those members present, provided that a Quorum is present.

7. The order of succession shall be: (1) Co-Chairpersons, (2) Secretary, (3) Treasurer, and (4) Outreach Coordinator.

8. Vacancies occurring in any of the elected offices shall be officially filled at the next regular LGBLSA meeting following the occurrence of such a vacancy or vacancies. The order of succession shall be followed in the filling of any vacant office during any unexpired term. If an officer declines to succeed to a vacant office, then an election shall be held to fill the office for the remainder of the unexpired term. The election procedure for filling the unexpired term of a vacant office shall be the same as for the normal procedure for elections.

ARTICLE VI: REMOVAL FROM OFFICE

1. Any Officer may be removed from office for failure to perform his/her prescribed duties by a two-thirds vote of the membership, provided that all members are notified of this pending action at least one week prior to the removal decision. Removal from office can occur either for failure to carry out the responsibilities of that office, or for actions which violate the mission and purpose of the LGBLSA. Written charges by a member are to be presented to the Executive Board and the Faculty Advisor, and the Executive Board shall notify the Officer in question with sufficient opportunity given to answer charges at a meeting of the membership. Voting for removal from membership is to be done by secret ballot.

ARTICLE VII: MEETINGS

1. General membership meetings shall be held monthly, with additional meetings called by the Executive Board as needed. Notice of all general and special meetings must be given to all club members in the most timely manner possible, usually not less than one week in advance of the meeting. If at all practical, members shall be notified of meetings by distribution of notice in members' student boxes; otherwise, posting of notice on the LGBLSA bulletin board shall suffice.

2. Official notice of the meeting at which the election of LGBLSA Officers will occur must be provided to all members, in their student boxes, not less than two weeks prior to such meeting.

3. The Executive Board shall meet when called by either or both of the Co-Chairpersons, or upon a majority telephone vote of the Executive Board.

4. Quorum shall be defined as one-third of the total LGBLSA membership. A quorum shall be needed for all official votes, including elections of Officers.

ARTICLE VIII: FUNDING

1. In addition to membership dues, the LGBLSA shall seek all funding available to bona fide student organizations through the Whittier Law School Student Bar Association.

2. The LGBLSA shall, as it deems necessary and appropriate, undertake fundraising events. All
fundraising shall be conducted in accordance with the mission and purpose of the LGBLSA and the policies of Whittier Law School.

**ARTICLE IX: AMENDMENTS**

1. Amendments to these By-laws shall be adopted by a two-thirds vote of the members present at the meeting at which the amendment has been read, provided a quorum is present.

**ARTICLE X: FACULTY ADVISOR**

1. The LGBLSA shall at all times have a Faculty Advisor. Any newly-elected Executive Board shall select a Faculty Advisor as its first official act of business.

2. There shall never be more than two Faculty Advisors, nor less than one.

3. The Executive Board, and specifically the Co-Chairpersons, shall keep the Faculty Advisor informed of the activities of the Executive Board and the organization.

4. The Faculty Advisor shall, at his/her discretion, attend all meetings of the Executive Board, except any meeting where the Faculty Advisor is a subject of official business.

**ARTICLE XI: JURISDICTION**

1. As a recognized student organization, the LGBLSA is subject to the rules, regulations, and policies of Whittier Law School and the laws of the State of California. The rules, regulations, and policies of Whittier Law School shall hold precedence over any and all rules, regulations, and policies applying to the LGBLSA.