

**The Catholic University of America**  
**Columbus School of Law**  
**Student Bar Association**  
**Constitution & By-Laws**

*Current through September 25th,  
2022*

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## Preamble

The students of The Catholic University of America Columbus School of Law, for the purposes set forth in this document, hereby resolve ourselves into a Student Bar Association. The Student Bar Association is comprised of all enrolled students in the Columbus School of Law and is dedicated to the academic, social, and professional development of its members and this institution. The Student Bar Association shall sponsor events that promote learning, celebrate diversity, serve the community, and achieve fellowship among the students of this institution. In order to provide effective representation of law student opinion at all levels of this University, to increase student involvement in the operation of this institution, to protect student rights, and to promote standards of professional responsibility among students, the Student Bar Association establishes this Constitution and By-Laws.

## Article I. General Provisions

### § 1. Name

The name of this organization shall be the Student Bar Association of the Catholic University of America Columbus School of Law, hereinafter referred to as the SBA.

### § 2. Membership

All students currently registered and enrolled at the Columbus School of Law shall be members of the SBA.

### § 3. Governing Documents

The SBA shall be governed by this Constitution and By-Laws.

### § 4. Purpose

The purposes of the SBA shall be carried out by the SBA Executive Board and whatever delegates the Executive Board shall appoint.

## Article II. The SBA Executive Board

### § 1. Composition.

The SBA Executive Board shall consist of a President, Vice President of Academic Affairs, Vice President of Financial Affairs, Vice President of Student Affairs, Vice President of Diversity & Inclusion, Vice President of Evening Affairs, Director of Communications, Director of External Relations, Director of Alumni Relations, 3L (3D/4E) Senators, 2L (2D/2E/3E) Senators, 1L (1D&A/1D&B/1E) Senators, and the Evening Law Students Association (ELSA) President.

### § 2. Meetings.

**A.** The Executive Board shall meet no less than twice monthly to discuss matters pertinent to the institution and its students.

**B.** Regular and special meetings may be called by the President or by three Vice Presidents of the Executive Board.

**C.** Meetings shall be open to any member of the SBA. However, upon a simple majority vote of the Executive Board members present, or by decision of the meeting chair, the meeting may be closed to members not on the Executive Board.

**D.** One-half of the membership of the Executive Board plus one shall constitute a quorum.

### § 3. Governing Documents

The SBA shall be governed by this Constitution and By-Laws.

### § 4. Purpose

The purposes of the SBA shall be carried out by the SBA Executive Board and whatever delegates the Executive Board shall appoint.

## Article III. Organization of All Executive Board Members

### § 1. Duties of All Executive Board Members

- A. Promote the general welfare of the SBA.
- B. It shall be the duty of every member of the Executive Board to attend all Executive Board meetings, unless excused by the presiding officer of the meeting in question.
- C. The attendance of all Executive Board members shall be required at any event designated by the President as mandatory, unless excused by the President or the President's designate.

### § 2. SBA Executive

- A. The SBA Executive shall consist of one President.
- B. The President shall:
  - i. Preside over all Executive Board meetings as Chairman, except in cases when an alternative presiding officer has been duly designated;
  - ii. Serve as the chief executive officer of the SBA;
  - iii. Act as the primary student advocate and student body representative;
  - iv. Be a voting member of the Executive Board elected in accordance with SBA election procedures at the General Election;
  - v. Prepare an agenda for all SBA and Executive Board meetings;
  - vi. Act as liaison to the President of the University, the Dean of the Law School and the Dean of Student and External Affairs;
  - vii. Represent the SBA at all activities and functions and provide for additional or substitute representation when necessary;
  - viii. Appoint all other internal and external positions;
  - ix. Designate as mandatory for members of the Executive Board events deemed important to the functioning of this SBA;
  - x. Serve as an ex-officio member of all SBA committees;
  - xi. Advise the SBA Vice Presidents and Directors as to their duties;
  - xii. Direct the work of the SBA Executive Board;

- xiii.** Coordinate the activities and programs of the registered student organizations;
- xiv.** Serve as a student representative to the Law School's faculty committee;
- xv.** Authorize by signature any and all SBA legislation;
- xvi.** Possess the ability to exercise a veto over any question before the SBA Executive Board; and
- xvii.** Appoint an ABA Representative.

### § 3. Officers

**A.** The Officers of the Executive Board shall consist of one Vice President for Academic Affairs, one Vice President for Financial Affairs, one Vice President for Student Affairs, one Vice President of Diversity & Inclusion, one Vice President of Evening Affairs, one Director of Communications, one Director of External Relations, and one Director of Alumni Relations.

#### **B.** Vice President for Academic Affairs (VPAA)

##### **i.** The VPAA shall:

- a.** Be a voting member of the Executive Board elected in accordance with SBA election procedures at the General Election;
- b.** Preside at all SBA and Executive Board meetings in the President's absence;
- c.** Serve as Vice-Chairman to all boards and committees in which the President serves as Chairman;
- d.** Coordinate student representation on faculty committees;
- e.** Along with the SBA President, represent the student body as voting members before the general faculty meetings;
- f.** Appoint two students to sit on each faculty committee where students may sit in accordance with the Faculty Representation Committee procedures in Article VI;
- g.** Be responsible for maintaining adequate communications between the student representatives and their faculty chairpersons and the student body;
- h.** Act as an alternate representative in the case that any representative cannot attend a particular meeting or function of their faculty committee;
- i.** Report to the student body of the law school on the matters addressed by the faculty during the semester;
- j.** Coordinate the issuance of individual faculty committee reports to the student

body; and

- k.** Meet regularly with the SBA President and the Associate Dean for Academic Affairs for the purposes of maintaining effective student representation before faculty committees and the academic development of the law school

**ii.** The President may assign reasonable additional duties as necessary to the VPAA.

**C. Vice President for Financial Affairs (VPFA)**

**i.** The VPFA shall:

- a.** Be a voting member of the Executive Board and shall be elected in accordance with SBA election procedures at the General Election;

**b.** Form, in consultation with the SBA President, a Budget Committee.

(1) The Budget Committee shall be composed of, at a minimum, the VPFA, the President, and the VPSA.

(2) The VPFA and President may appoint such others to the Budget Committee as he or she sees fit.

(3) The VPFA shall chair the Budget Committee.

(4) The Budget Committee shall decide all budget-related issues by a simple majority vote. Each member of the Budget Committee has an equal vote.

**c.** Act as liaison to the Associate Dean for Finance and Administration;

**d.** Maintain accurate records of the finances of the SBA;

**e.** Issue monthly reports to the SBA Executive Board on the financial state of the SBA; and

**f.** Determine, in conjunction with the Community Service (Co-) Chair(s), requirements and procedures controlling the disbursement and revocation of student organization funds, subject to the approval of the Budget Committee.

**ii.** The President may assign reasonable additional duties as necessary to the VPFA.

#### **D. Vice President for Student Affairs (VPSA)**

##### **i. The VPSA shall:**

- a.** Be a voting member of the Executive Board elected by the student body in accordance with SBA election procedures at the General Election;
- b.** Serve as the Chief Facilitator and Chairperson of all elected and appointed class representatives;
- c.** Administer, in consultation with the SBA President and the Office of Student Life, event planning and a social activities calendar;
- d.** Be responsible for the fair and efficient allocation of office resources;
- e.** Conduct, in consultation with the SBA President and the Elections Chair, all student elections to the SBA Executive Board;
- f.** Be responsible for representing the concerns of all law students to the Executive Board and the law school administration;
- g.** Coordinate, in consultation with the VPFA and SBA President, student activities and social events;
- h.** Appoint a Barristers' Ball Committee and Chairperson and Co- Chairs and other event committees and chairs as necessary; and
- i.** Act as a liaison to the Office of Student Life.

##### **ii. The President may assign reasonable additional duties as necessary to the VPSA.**

#### **E. Vice President of Diversity & Inclusion (VPDI)**

##### **i. The VPDI shall:**

- a.** Be a voting member of the General Body and Executive Board, elected by the student body in accordance with SBA election procedures at the General Election;
- b.** Represent SBA to the Diversity and Inclusion Advisory Council (DIAC) or any diversity-focused representative body organized by the administration;
- c.** Communicate regularly with the affinity groups/student organizations;
- d.** Be responsible for representing the concerns of diverse students to the Executive Board and the law school administration;
- e.** Coordinate with VPSA to facilitate events celebrating diversity in the law school;
- f.** In conjunction with the SBA President, VPDI should host at least 1 town hall meeting for students per academic year; and

- ii. Perform any other duties reasonably necessary to execute their duties.

**F. Vice President of Evening Affairs (VPEA)**

**i. The VPEA shall:**

- a. Be a voting member of the General Body and Executive Board elected in accordance with SBA election procedures at the General Election;
- b. Update the SBA on events, meetings, and social gatherings held by ELSA;
- c. Act as a liaison between SBA and ELSA;
- d. Provide the minutes at the meetings of the Executive Board to ELSA; and
- e. Facilitate any and all communications between the student body, SBA, and ELSA.

- ii. Perform any other duties reasonably necessary to execute their duties.

**G. Director of Communications (DOC)**

**i. The Director of Communications shall:**

- a. Be a voting member of the Executive Board elected by the student body in accordance with SBA election procedures at the General Election;
- b. Update the SBA website and Facebook page at least weekly, or at the request of a member of the Executive Board;
- c. Act as a liaison to the Office of Public Affairs;
- d. Maintain the minutes at the meetings of the Executive Board and Student Organization Committee;
- e. Publish the SBA calendar not less than once a month;
- f. Publicize SBA events, meetings, and social gatherings; and
- g. Facilitate any and all communications between the student body and the SBA Executive Board.

- ii. The President may assign reasonable additional duties as necessary to the DOC.

**H. Director of External Relations (DOER)**

**i. The Director of External Relations shall:**

- a. Be a voting member of the Executive Board elected in accordance with SBA election procedures at the General Election
- b. Administer public and external communications;

- c.** Serve as the primary facilitator of negotiations relating to events cosponsored with external organizations;
  - d.** Manage public relations strategies;
  - e.** Assume all responsibilities of ABA Representative.
  - f.** The ABA Representative shall act as a liaison between the SBA and the ABA Law Student Division and Circuit to which the law school belongs.
- ii.** Perform any other duties reasonably necessary to execute their duties

**I.** Director of Alumni Relations (DAR)

- i.** Director of Alumni Relations shall:
- a.** Be a voting member of the General Body and Executive Board, elected in accordance with SBA election procedures at the General Election;
  - b.** Communicate regularly with the Office of Alumni Relations;
  - c.** Serve as liaison to the Alumni Association;
  - d.** Serve as SBA representative to Alumni Leadership Council;
  - e.** Work with Alumni Relations Office and OCPD to foster professional development opportunities with alumni;
  - f.** Facilitate alumni newsletter with VPDI and DOC; and
  - g.** Coordinate on campus ABA activities with the VPAA.
- ii.** Perform any other duties reasonably necessary to execute their duties.

## Article IV. Class Senators

### § 1. General

**A.** Class Senators shall be elected to the SBA Executive Board and Representatives shall be elected to the Council on Professional Conduct according to election procedures in Article VII of this Constitution and By-Laws in the General and Fall Elections.

**B.** All Senators shall be voting members of the SBA Executive Board and shall have their tasks and efforts coordinated by the VPSA.

**C.** One (or two, as necessary) Class Senator(s) shall also serve as the Community Service (Co-) Chair(s).

### § 2. Required Committees

**i.** All Class Senators are required to be members of the Student Affairs Committees barring inability to serve or unless otherwise decided by the VPSA.

**ii.** Additional committees can be assigned by the SBA President or VPSA.

### § 3. The Community Service (Co-) Chair(s)

**A.** The Community Service (Co-) Chair(s) shall:

**i.** Supervise the student organizations in their completion of at least one community service project each academic year;

**ii.** Determine, in conjunction with the Vice President of Financial Affairs, requirements and procedures for the disbursement and revocation of student organization funds as it pertains to community service events, subject to the approval of the VPFA;

**iii.** Organize at least two SBA-sponsored community service events each academic year. For example, a Thanksgiving food drive and a charity run/walk event; and

**iv.** In the absence of volunteers, the VPSA shall appoint the Community Service (Co-) Chair(s) from among the Class Senators.

### § 4. Class Senators

**A.** 1L Senators

**i.** One Senator from each section of the 1L day division shall be elected to the SBA Executive Board from and by the first year class in the Fall Election.

**ii.** 1L Senators shall advocate on behalf of the 1L class.

**iii.** The ELSA 1E Rep, elected in the fall election by and from the first-year evening students during ELSA Elections, will also serve as a 1L Senator, a member of the SBA Executive Board.

**B. 2L Senators**

**i.** Three Senators shall be elected from and by the rising second-year day and evening class, and the rising third-year evening class.

**ii.** 2L Senators shall advocate on behalf of the 2L class.

**C. 3L Senators**

**i.** Three Senators shall be elected from and by the rising third-year day class, along with the rising fourth-year evening class.

**ii.** 3L Senators shall advocate on behalf of the 3L class;

**iii.** 3L Senators shall be members of the Graduation Committee;

**iv.** At least one of the 3L Senators shall serve as Graduation Committee Co- Chair.

**D.** The SBA President may assign other reasonable duties to the Senators as necessary.

## § 5. Council on Professional Conduct

**A. Representatives**

**i.** Each Fall semester, Students shall elect representatives to the Council on Professional Conduct as follows:

**a.** One representative from the day division shall be elected to the Council on Professional Conduct from and by the day division of the first-year class.

**b.** One representative shall be elected to the Council on Professional Conduct from among and by the evening division of the first-year class.

**ii.** Each Spring Semester, Students shall elect representatives to the Council on Professional Conduct as follows:

**a.** Two representatives from the day division of the rising second-year class shall be elected to the Council on Professional Conduct from among and by the day division of the second-year class.

**b.** Two representatives from the day division of the rising third-year class shall be elected to the Council on Professional Conduct from among and by the day division of the third-year class.

c. Two representatives from the evening division of the rising second, third, and fourth-year classes shall be elected to the Council on Professional Conduct from among and by the evening division.

## Article V. Removal and Succession

### § 1. Removal of Member

#### A. Removal of SBA President

- i.** The President shall be removed by the approved consent of three-quarters (3/4) of the Executive Board. All removal votes shall be upon the movement of a member of the Executive Board, and shall not be conducted by silent ballot.
- ii.** Before a vote for removal occurs:
  - a.** The VPAA shall give the SBA President notice of the impending vote for removal with reasons for issuance of the warning; and
  - b.** The President shall have the opportunity for a hearing before three quarters (3/4) of the Executive Board.
    - (1) The President must receive notice at least three days prior to the hearing in order to prepare remarks or a defense.
- iii.** The VPAA shall not be eligible to vote in motions to remove the President.

#### B. Removal of All Remaining Members

- i.** Should any member of the Executive Board become incompetent, a vote by three-quarters (3/4) of the Executive Board to remove that incompetent member shall suffice to relieve that member of his or her Executive Board responsibilities.
- ii.** Before a vote for removal occurs:
  - a.** The SBA President shall give the member official notice of the impending vote for removal with reasons for issuance of the notice; and
  - b.** The member given notice by the President shall have the opportunity for a hearing before a three-quarters (3/4) of the Executive Board.
    - (1) The member must receive warning at least three days prior to the hearing in order to prepare remarks or a defense.

### § 2. Succession

- A.** In the case of removal of the President from office for any reason, the VPAA shall become Acting President for an interim period of no more than three weeks. During said period, the SBA Executive Board shall have the opportunity to vote by a two-thirds (2/3) majority to hold a special election for a new President. If said period expires, the Acting President shall become President. The Line of Succession shall, for interim purposes, continue in the following order: VPFA, VPSA, VPDI, VPEA, DOC, DOER, and then DAR.

- B.** In the case of removal of an officer for any reason, a new officer shall be selected by the President with the approval of a simple majority of the members of SBA Executive Board presently sitting.
- C.** In the case of a removal of a Senator, the President shall appoint a member of the SBA to fill the vacant position.

## Article VI. Powers and Purposes

### § 1. Powers

- A.** The Executive Board shall have the power to act in all matters pertinent to the law school community, in a manner consistent with this Constitution and By-Laws and pursuant to a majority vote of the Executive Board.
- B.** The Executive Board shall override any veto exercised by the SBA President with a two- thirds (2/3) vote.

### § 2. Purposes

The purposes of the SBA Executive Board shall be:

- A.** To represent law students in all matters pertinent to the law school community, which are brought to its attention by individual students or student organizations or by the administration or faculty;
- B.** To act as the recognized representative of the body of the law school before the President of the University, the Dean of the law school, the Dean of Students, and the faculty of the law school;
- C.** To distribute funds from appropriate student fees to those officially recognized student organizations at the law school requesting such funds;
- D.** To plan, fund, and implement activities for its members, including but not limited to, social and speaking activities;
- E.** To appoint student representatives to faculty and university committees; and
- F.** To promote the University's commitment to community service.

## Article VII. Election Procedures

### § 1. General

#### A. Timing

- i. In the spring of each year, the SBA Executive Board shall sponsor a General Election to elect the SBA President, the VPAA, the VPFA, the VPSA, the VPDI, the VPEA, the DOC, the DOER, the DAR, three 3L Senators, three 2L Senators, and Representatives to the Council on Professional Conduct for the following academic year. In the fall of each year, the SBA Executive Board shall sponsor a Fall Election to select one Senator from each 1L section for the current academic year and two Representatives to the Council on Professional Conduct in compliance with Article IV, Section 5.
- ii. The Elections Chair shall consult with the SBA President and the Office of Student Life to set an appropriate date for the General Election. The Elections Chair shall exercise reasonable judgment in determining an appropriate date for the administration of the Fall Election.

#### B. SBA Executive Board Elections

- i. The President, Officers, Senators, and Representatives shall be elected individually.
- ii. Members of ELSA shall select ELSA representation to the Executive Board in accordance with Article IV, Section 4
- iii. Only students identified by the Registrar as being a member of a particular class or division may vote for representatives of said class or division.

#### C. Council on Professional Conduct Elections and Student Co-Chair Selection

- i. The membership of the SBA general student body shall elect six members to the Council on Professional Conduct. The six candidates who receive the most votes shall be elected to the Council on Professional Conduct without regard to achieving a majority.
- ii. The Council on Professional Conduct shall select a student Co-chair from the students elected to the Board. Student members shall be nominated and the entire Board, consisting of faculty and student members, shall designate from the nominees a Co-chair by a plurality vote. Should this procedure produce a tie, the faculty chair may independently select a student Co-chair from amongst the nominees.
- iii. In the event of any vacancy on the Council on Professional Conduct, the SBA president is authorized to appoint new members from within SBA, appoint new members from within the student body at large, or conduct a special election for the purpose of filling these vacancies.
- iv. All Council on Professional Conduct elections will be in conjunction with all SBA Elections, and will follow all SBA Election rules and regulations.

- D.** The General Election and Fall Election shall be administered in accordance with elections standing rules created by the Executive Board.
- i.** These elections standing rules must comport with the requirements of this Constitution and By-Laws, but may contain additional requirements and procedures.

## § 2. Administration of the Elections

The elections shall be jointly administered by the SBA President, the Vice President for Student Affairs, and the Elections Chair, who the President shall select from among the Executive Board graduating students or an Executive Board member not seeking election. However, should the sitting SBA President choose to seek office in the General Election, the Elections Chair shall administer the elections in conjunction with the SBA Vice President for Student Affairs, and an SBA Executive not-seeking office, in the order of the line of succession. The same rule applies if a sitting Vice President for Student Affairs is seeking office. If no such officer qualifies to assist the Elections Chair, then the Honor Board Student Chairperson shall assist in the administration of the General Election.

## § 3. Votes Required for Election

- A.** The SBA President and Officers shall be elected to office by a majority vote of those SBA members who vote in the General Election;
- i.** If the candidate with the most votes in an election for President or Officer fails to receive a majority of the vote, a runoff shall be held no more than one week after the conclusion of the General Election;
  - ii.** The runoff election shall be held between the two candidates who received the highest number of votes.
- B.** The SBA Senators and Representatives shall be elected by a plurality vote of those SBA members who vote in the annual election.

## § 4. Candidate Restrictions

- A.** No Candidate, upon return of the election results, shall be permitted to hold more than one Executive Board position at any one time.
- B.** Candidates for President may not run for a Vice President position.
- C.** Candidates may not run for more than two Vice President positions.
- D.** Candidates for President or Vice President may run for the positions of Class Senator.
- E.** The candidates for the SBA Executive Board shall not run for a position on the Honor Board and vice versa.
- F.** Candidates may only run for one representative position.

### § 5. Candidate Qualifications

Any currently enrolled student, in good academic standing and reasonably expected to return for the following academic year, shall be eligible to run for the SBA Executive Board and Honor Board.

### § 6. Candidates Forum

The Elections Chair shall sponsor a forum for all election candidates.

### § 7. Evening Students

The Elections Chair shall work with the Evening Law Student Association to ensure evening student representation on the SBA Executive Board.

## Article VIII. Standing Committees

The SBA shall maintain the following standing committees and councils:

### § 1. Student Organization Committee

**A.** The Student Organization Committee shall be composed of the President of each Student Organization, the Executive Editors of each of the Journals, and the Moot Court Chancellor, or their respective designate;

**B.** The SBA President, in conjunction with The Office of Student Life , shall host at least 1 meeting a semester throughout the academic year; and

**C.** The SBA President has the power to call emergency meetings; the Student Organizations also have the power to call emergency meetings should  $\frac{1}{3}$  of the orgs call for one.

### § 2. Graduation Committee

**A.** The VPSA shall serve as or appoint a chair of the Graduation Committee from the current 3L Senators.

**B.** The Committee shall facilitate and execute duties required to promote and host any graduation related activities and events, including the graduation ceremony.

**C.** Graduation Committee Co-Chairs:

**i.** The Graduation Committee Co-Chairs shall:

**a.** Coordinate all graduation activities with the Office of Student Life and Special Events and the Alumni and Development Office, including organizing a pre-graduation reception for graduating students and their guests;

**b.** Coordinate the selection and dispersal of the Class Gift;

**c.** Facilitate the selection of the student speaker for graduation; and

**d.** Host and coordinate events preceding graduation, including the 100 Days Toast and any other events the week before graduation.

**ii.** In the absence of available 3L Senators, the VPSA shall appoint the Graduation Committee Co-Chairs from students of the 3L class.

**D.** The Chair of the Graduation Committee shall appoint 1 Evening Division Student to sit as a voting member of the committee.

### § 3. Barristers' Ball Committee

**A.** The purpose of this committee shall be to promote and facilitate Barristers' Ball event each academic year.

**B.** This committee is to be overseen by the VPSA, in conjunction with the SBA President. The VPSA will assume Chair of the committee or appoint a chair, if desired.

#### **C.** Structure of the Committee

**i.** The committee will be made up of at least 2 representatives from each day class and one representative from each evening class, appointed by the Chairperson. Each person on the committee is a voting member.

**ii.** The Chairperson will assign tasks and duties to members as they see fit.

**iii.** The Chairperson has the authority to call a vote for any matter. However the matters that must be voted on and receive majority approval by the committee include:

- a.** Location of the Barristers' Ball;
- b.** Any proposed theme of Barristers' Ball;
- c.** Food and beverage to be served;
- d.** Entertainment;
- e.** Any decision that would prioritize one class over another;
- f.** Any initial decision regarding ticket distribution; and
- g.** Any matter that would unreasonably exceed the budget allotted by SBA for the Barristers' Ball.

**iv.** Any changes to an initial decision of the committee may be made by the VPSA with the agreement of the SBA President. If the VPSA and SBA President cannot agree then the issue must go to a vote of the committee.

**v.** The Chairperson shall have the authority to create positions on the committee for members to be assigned specific duties;

#### **vi.** Tie Breaking Authority

- a.** The Chairperson shall have the authority to break ties in committee votes when members tie on two options.

**b.** There will be runoff votes in the case of no one option reaching a majority of votes entitled to be cast.

#### § 4. Student Affairs Committee

**A.** The purpose of this Committee shall be the planning and execution of social events hosted or co-sponsored by SBA; the committee shall work as a forum for the VPSA and Senators to communicate and assist one another in their roles.

**B.** The VPSA will serve as the Chairperson of the committee and will appoint one member as Deputy.

**C.** The Committee shall plan and execute traditional SBA events, if desired by the SBA Executive Board, including, but not limited to:

- i.** The Cardinal Classic softball game;
- ii.** Student Organizations Fair;
- iii.** Awards Night;
- iv.** Monthly SBA happy hours;
- v.** Class specific events; and
- vi.** Any other event, at the direction of the VPSA.

**D.** Structure:

- i.** The VPSA shall be Chairperson of the Committee;
- ii.** All SBA Senators are expected be members of the committee;

**E.** The Chairperson shall:

- i.** Have the power to call regular meetings with the Senators; and
- ii.** Assign duties to committee members as necessary.

**F.** Additional Committee and Subcommittee positions may be students from outside the SBA Executive Board, appointed by the VPSA.

#### § 5. Oversight and Supervision

**A.** The SBA Executive Board shall oversee and supervise the work of all standing committees and councils.

## Article IX. Amendments

### § 1.

To amend this Constitution and By-Laws, the proposed amendment(s) must be submitted in writing to the SBA President at least one week prior to the meeting where the amendment will be considered. The SBA President must publish the proposed amendment to the other Executive Board members and post the proposed amendment for other student members of the SBA at least seventy-two hours before the meeting.

### § 2.

The proposed amendment must be debated. It must be approved by a simple majority of the sitting members of the Executive Board.

### § 3.

Amendments become effective fifteen days after the date of the meeting at which they were approved.

### § 4.

The quorum for a meeting where amendments are considered shall be two-thirds of the current sitting members of the Executive Board.

### § 5.

Upon a petition signed by 75 members of the student body expressing disfavor with any proposed amendment, such proposed amendment shall not be adopted. In order to be considered, the petition shall include, at minimum, one-third of the signatures from members of the evening- law student body.

## Article X. Parliamentary Authority

### § 1.

The rules of parliamentary procedure shall govern all formal proceedings of the Student Bar Association Executive Board, unless the Executive Board, by simple majority, deems a suspension of the rules to be appropriate.

## Amendments

### Amendment I

In passing a new constitution,  $\frac{2}{3}$  of the SBA must vote to approve it. After SBA approval, the constitution will be presented to the Student Body for a vote, where the minimum participation of  $\frac{1}{2}$  of all registered students and an affirmative vote of  $\frac{2}{3}$  of votes cast is required to bring the constitution into effect.