

# **Constitution and Bylaws of the ADR Society of the Washington College of Law**

## **Article I – Name**

The name of this organization shall be the Alternative Dispute Resolution Society (ADR Society) of the Washington College of Law, hereafter referred to as the organization. The ADR Society will be affiliated with the American Bar Association Section of Dispute Resolution.

## **Article II – Purpose**

The purpose of this organization is to:

1. Introduce students to the field of alternative dispute resolution;
2. Provide educational forums for the law school and the community;
3. Encourage networking opportunities with practicing attorneys and ADR practitioners;
4. Encourage students to utilize and practice alternative dispute resolution in the local community.

## **Article III – Membership**

1. Regular membership in this organization shall be open to any Washington College of law student who subscribes to the ideals of the organization.
2. Membership in this organization shall be open to any faculty member, staff member, or administrator of the Washington College of Law.

## **Article IV – Officers**

Officers of this organization shall be as follows:

1. President
2. Secretary
3. Treasurer

Officers shall take office immediately upon being elected and shall serve for a period of one academic year.

After elected officers have finished their term, they may run for the same or a different office in the next election. **NO** person is precluded from holding an elected office for more than one term so long as they are elected by a majority of the society. No elected position can be held by more than one person.

In the case of a tie in an election for an officer, the President, Secretary, and Treasurer of for term, ending together with the Faculty Supervisor, shall cast votes to break the tie.

### Duties of officers:

**President:** Shall preside over all meetings, conduct all official organization business, co-sign checks, represent the organization to the institution, and serve as a spokesperson for the executive board and organization.

**Secretary:** Shall keep official minutes and records for all organization meetings, distribute and process all organization communication, maintain attendance at all meetings, and prepare an agenda with the president for all meetings.

**Treasurer:** Shall be responsible for keeping accurate records of all financial matters and collecting dues. He/She may also co-sign checks with the President, prepare the organizational budget, and make quarterly reports of all receipts and disbursements.

### Nominations and Elections:

1. All officers shall be elected at the second chapter meeting and shall serve for one academic year.
2. Members may self nominate or may be nominated by another member (unless the nominee declines the nomination).
3. Each officer shall be elected by a simple majority vote of members present at the selection meeting.
4. In the case of more than two candidates for an officer position, the two candidates with the most votes in the first election shall compete in a second run off election.
5. If any officer steps down or is removed before the end of the term, another member shall be elected at the next chapter meeting to fill the vacancy for the remainder of the term.

### **Article V – Removal of Officers**

1. Officers failing to fulfill the given responsibilities and duties may be removed by the organization.
2. The removal of an officer requires the vote of one half of the members at a chapter meeting exists following the written notification of the officer in question of the proposed action to be taken, subject to the condition that at least half of the members of the Chapter be in attendance.

### **Article VI – Replacement of Officers**

1. In the case where the presidential office is vacant, the Secretary (or Vice President if such position exists) will immediately fill the position of President.
2. All other officers should be filled through appointment or election.

### **Article VII – Meetings**

1. All regularly scheduled chapter meetings shall be held at least one Tuesday each month during the academic year, subject to cancellation as deemed necessary. Additional

meetings may be called by the president when the need arises.

2. At least half of the Chapter shall be present in order for any official business to be conducted. Official business shall include election of officers, setting of dues and any other major decisions affecting the organization.

3. Chapter meetings shall be open to all Washington College of Law students.

4. Orders of business may be raised by anyone in attendance at a Chapter meeting.

#### **Article VII – Committees**

The officers of the organization shall have the authority to create any committees, standing or special, that will further the purpose of the organization.

#### **Article IX – Finances**

Dues shall be determined by the officers of the organization subject to the approval of a majority vote at a meeting of the organization.

#### **Article X – Affiliation**

1. The decision of whether this organization shall be affiliated with some national organization is one that shall be determined by the officers of the organization subject to the approval of a majority vote of the Chapter.

2. If such affiliation is decided, the rules, regulations, and policies of the Washington College of Law along with this constitution and bylaws shall take precedence over all constitutions and bylaws of the national organization in instances of conflict.

#### **Article XI – Amendments**

1. All amendments to the constitution require notice of one week prior to being discussed and voted upon.

2. Any member may initiate proposed amendments to the constitution.

3. All amendments require a 2/3 vote of at least half of the chapter for adoption. Voting can take place at either the meeting if at least half of the Chapter is present or via email.

*The ADR Society shall not discriminate on the basis of: ancestry, color, race, cultural or ethnic background, economic status, ideological, philosophical, or political beliefs or affiliations, marital or parental status, national or regional origin, physical disability, religion, or religious or denominational affiliation, gender or sexual orientation.*

This Constitution and Bylaws has been adopted by a majority vote and is effective this day \_\_\_\_\_ of \_\_\_\_\_, 2004.