

# C O N S T I T U T I O N

## ARTICLE I – NAME

This organization shall be known as the ASIAN AMERICAN LAW STUDENT ASSOCIATION (hereinafter referred to as the “Association”).

## ARTICLE II – PURPOSE

The purpose of the Association shall be to utilize the collective resources of the members to:

- (a) Articulate and promote the professional needs and goals of Asian law students;
- (b) Foster and encourage professional competence;
- (c) Focus upon the relationship of Asian law students and Asian attorneys to the American legal structure;
- (d) Instill in Asian law students and attorneys a greater awareness of commitment to the needs of the Asian community; and
- (e) Do all things necessary and appropriate to accomplish these goals as described in (a) to (d) of this Article.

## ARTICLE III – MEMBERSHIP

### **Section 1. Eligibility for Membership**

Any matriculated law students, faculty, staff, and alumni of Washburn University School of Law (hereinafter referred to as the “School”) who are interested in the activities of the Association, acknowledge the purpose of the Association, and intend to follow all the provisions of this Constitution may be members of the Association.

### **Section 2. Classification of Membership**

- (a) General membership of the Association shall consist of all matriculated law students, faculty, staff, and alumni of the School.
- (b) Student membership of the Association shall consist of only matriculated law students of the School.
- (c) Active membership shall consist of all members of the Association who have paid their dues as prescribed in Article VII, Section 1.

### **Section 3. Rights of the Membership**

- (a) Only active members of the Association shall have the right to vote, right to hold office subject to (b) of this Section, right to participate in the activities of the Association, or the right to represent the Association in any official capacity.
- (b) Right to hold office shall be limited only to student membership.

**Section 4. Duties of Membership**

- (a) Members of the Association shall participate in at least two-thirds of the activities organized by the Association.
- (b) Members of the Association shall participate in various community services projects organized by the Association.
- (c) Members of the Association shall attend the scheduled meetings as prescribed in Article VI.
- (d) Members of the Association shall submit the payment of annual dues as prescribed in Article VII, Section 1.

ARTICLE IV – OFFICERS

**Section 1. Eligibility of Officers**

A person who is eligible to hold an office of the Association must be a student in good standing at the School and an active member of the Association as prescribed in Article III, Section 2(c).

**Section 2. Classification of Officers**

The officers of the Association shall be a President, a Vice President, a Treasurer, and a Secretary. These officers shall perform the duties as prescribed in Section 3 of this Article.

**Section 3. Duties of Officers**

- (a) The President shall:
  - (1) Preside over all meetings,
  - (2) Be responsible for all matters in the efficient administration and operation of the Association,
  - (3) Assist in the planning of events and programming of the Association,
  - (4) Act as the Chief spokesperson for the Association,
  - (5) Post notices of scheduled meetings, agendas, and any other public function of the Association at appropriate locations, and
  - (6) Create and forward the Association’s orientation letter to incoming law students.
- (b) The Vice President shall:
  - (1) Assist with presidential duties,
  - (2) Serve as President in the President’s absence,
  - (3) Assist in general operation of the Association, and
  - (4) Be a liaison between the Association and other organizations of the School.
- (c) The Treasurer shall:
  - (1) Notify and collect the annual dues pursuant to Article VII, Section 1,
  - (2) Keep organized records of all financial transactions, balances, and correspondence relating to financial matters involving the Association,
  - (3) Review all funding requests with the President and Vice President,
  - (4) Provide a financial report to the Executive Board members of the Association at every general meeting, and

- (5) Perform such other functions involving monetary transactions of the Association.
- (d) The Secretary shall:
  - (1) Record minutes of all meetings including the Executive Board meetings,
  - (2) E-mail minutes of all meetings to all the members of the Association, and
  - (3) Maintain correspondence with other organizations of the School.

**Section 4. Term of Office**

- (a) The officers shall hold office for a term of one year as prescribed in (b) of this Section.
- (b) The term of office shall commence on June 1 and shall terminate on May 31 of the following year.

**Section 5. Election of Officers**

The President, Vice President, Treasurer, and Secretary of the following term shall be elected by simple majority of the active membership of the Association no earlier than April 15 and no later than April 30.

**Section 6. Vacancy of Office**

In case of vacancy of any office described in Section 2 of this Article, the Executive Board make up the vacancy as prescribed in Article V, Section 2(c).

ARTICLE V – EXECUTIVE BOARD

**Section 1. Composition**

The Executive Board (hereinafter referred to as the “Board”) shall be composed of the President, Vice President, Treasure, and Secretary of the Association.

**Section 2. Powers of the Executive Board**

- (a) The Board shall have the general power to administer any and all the programs, business, projects, and matters pertaining to or concerning the Association.
- (b) The Board shall have the power to create such staff positions and such committees as it deems necessary to carry out the business of the Association. Such staff positions and committee chairpersons shall be elected by simple majority of the active membership of the Association subject to the approval of the Board.
- (c) In case of vacancy of any office described in Article IV, Section 2, The Board shall assign, within 2 weeks from the date of the vacancy, whomever in the student membership of the Association the Board deems appropriate for the vacant office.
- (d) The Board shall have the power to discipline any member pursuant to Article VIII.
- (e) Any decision of the Board shall be ratified by simple majority of the active membership at a duly called meeting.

**Section 3. Duties of the Executive Board**

- (a) The members of the Board shall attend the Executive Board Meetings scheduled as prescribed in Article VI, Section 2(a).
- (b) The members of the Board shall represent the Association and deal with matters of the Association for the benefit of the Association.
- (c) All of the members of the Board shall be equally responsible for any misconduct of the Association.

ARTICLE VI – MEETINGS

**Section 1. General Meetings**

- (a) All members of the Association are required to attend or send a representative to general meetings of the Association.
- (b) Time for the general meetings may be scheduled from time to time as necessary, but no less than two (2) meetings in each semester.

**Section 2. Executive Board Meetings**

- (a) Executive Board Meetings may be scheduled from time to time as necessary.
- (b) The President shall preside over the Executive Board Meetings, and notify all the members of the Board of time and place of the scheduled Board Meetings.

ARTICLE VII – FINANCIAL AFFAIRS

**Section 1. Annual Dues**

- (a) All members of the Association shall pay annual dues pursuant to Article III, Section 4(c). The annual dues must be paid by September 30 of each year.
- (b) The Board has the power to determine or change the amount of the annual dues pursuant to Article V, Section 2(a).

**Section 2. Financial Report**

A financial report of money in the Treasury shall be made by the Treasurer to the Board no less than 2 times per semester.

**Section 3. Reimbursement**

- (a) The Association shall reimburse all the money which any member of the Association expends for official use for the benefit of the Association subject to the approval of the Board.
- (b) The Association shall reimburse the expenses which any member of the Association spends for attending conferences, seminars, or any other events in official representative capacity for the benefit of the Association subject to the approval of the Board.
- (c) Any member of the Association, for the reimbursement of the expenses described in (a) and (b) of this Section, shall report to and get approval in

advance from the Board about the legitimate purposes of the expenses with estimated dollar amount to be used for the benefit of the Association.

**Section 4. Fiscal Year**

The fiscal year of the Association shall commence June 1 and terminate May 31 of the following year.

ARTICLE VIII – DISCIPLINARY PROCEEDINGS

**Section 1. Scope**

The Association may discipline any member who has violated any provisions of this Constitution pursuant to the procedures as prescribed in Section 2 of this Article.

**Section 2. Procedures**

- (a) The Board shall hear any complaint of any violation of the provisions of this Constitution committed by any member of the Association.
- (b) The Board shall report to the membership, at a duly scheduled general meeting, of the violation described in (a) of this Section.
- (c) Any discipline of any member who committed the violation described in (a) of this Section shall be decided by simple majority of the active membership.
- (d) In addition to (a), (b), and (c) of this Section, the Board shall report any violation of honor code of the School to Associate Dean for Student Affairs of the School.

ARTICLE IX – AMENDMENTS

**Section 1. Adoption**

The Constitution of the Association shall be adopted by a two-thirds vote of the active membership.

**Section 2. Amendments**

- (a) Addition and/or repeals to this Constitution may be proposed for consideration by a two-thirds vote of the active membership.
- (b) Addition and/or repeals to this Constitution shall be adopted by two-thirds vote of the active membership.

**Section 3. Effective Date**

This Constitution of the Association, or any amendment thereof shall become effective immediately upon ratification, except where an alternative date is specified therein.