



- c. The President is the Association's representative to the University of Akron, the School of Law, other organizations, and the community.
- d. The President directs correspondence to appropriate members.
- e. The President coordinates fundraising activities.
- f. The President is responsible for all duties of the other Executive Committee members.

2. Vice-President

- a. The Vice-President recruits new members.
- b. The Vice-President informs the Association and coordinates the Association's participation in programs operated by other organizations concerned with women's issues.
- c. The Vice-President shall report to the appropriate law school administrator the details of any event that is performed in direct service to the community or as a fundraiser for a charitable organization outside the School of Law.

3. Secretary

- a. The Secretary keeps written minutes of all business meetings and furnishes copies to any member upon request.
- b. The Secretary submits notices of activities for law school publication.
- c. The Secretary posts notices for business meetings and programs on law school bulletin boards.

4. Treasurer

- a. The Treasurer collects dues and keeps records of payment.
- b. The Treasurer maintains the Association's bank accounts.
- c. The Treasurer keeps records of disbursements and funds received.
- d. The Treasurer solicits funds from the University of Akron.

5. Historian

- a. The historian attends and documents events.
- b. The historian compiles event documentation and preserves it in a format

for future officers of the Law Association for Women.

6. Evening Representative
  - a. The evening representative acts as a liaison to the evening students.
  - b. The evening representative coordinates with the President to communicate events with the evening students.
  - c. The evening student organizes and chairs evening meetings of the Law Association for Women, as delegated by the President.
7. Student Bar Association Representative
  - a. The SBA rep attends LAW meetings and SBA meetings.
  - b. The SBA rep keeps the SBA apprised of LAW events.
  - c. The SBA rep keeps LAW officers apprised of SBA events.

## **ARTICLE VI. RESIGNATION AND REMOVAL OF OFFICERS**

1. A resigning officer must give written notice to the Executive Committee 14 days prior to resigning.
2. A new officer will be elected within those 14 days.
3. Removal of an Executive Committee Member
  - a. Removal is permitted only upon showing of honor code violation.
  - b. A member seeking removal of an Executive Committee member must file a written motion for removal with another Executive Committee member.
  - c. A hearing on the motion will be held at the next meeting.
  - d. The officer in question will have an opportunity to respond to the charges at the meeting.
  - e. Removal of an officer is effective immediately upon a 2/3 vote of the membership.
  - f. A new officer will be elected within 14 days of removal.

## **ARTICLE VII ELECTIONS**



1. Any proposed amendments must be presented in writing to the membership
2. Discussion should occur at a full meeting
3. A vote for acceptance should occur at the following meeting
4. The Executive committee may set a deadline for membership response to accept or reject proposed amendments to the constitution.
5. The amendment(s) shall become part of the constitution upon a vote of 70% of the respondents.

### **ARTICLE XIII**

### **NONDISCRIMINATION CLAUSE**

The Law Association for Women shall not discriminate on the basis of race, creed, national origin, ancestry, gender, age, handicap, veteran status, or sexual orientation in the selection of its members or in its programs, unless federal or state laws allow for such exceptions.

### **ARTICLE XIV**

### **STUDENT LIFE CLAUSE**

The Law Association for Women shall maintain a current registration form, including a list of officers, their addresses, the name of the Campus Advisor, and the most recently amended constitution with the Department of Student Life.