

**BYLAWS**  
**OF THE CHICAGO-KENT COLLEGE OF LAW**  
**HELLENIC LAW STUDENT ASSOCIATION (HELSA)**

**INTRODUCTION**

The Hellenic Law Student Association (HeLSA) is a student-run organization having its principal place of business at the main campus of the Illinois Institute of Technology Chicago-Kent College of Law (Kent).

HeLSA strives to address and meet the personal, professional, and academic needs of both Hellenic law students as well as all law students at Kent.

**ARTICLE I – BYLAWS**

**Section 1.1.** Procedure to enact, amend, and repeal Bylaws.

Any Officer or Member may propose:

- to enact a new Bylaw;
- to amend an existing Bylaw; or
- to repeal an existing Bylaw.

A proposal to change the Bylaws shall be brought to the attention of the Board as soon as is practicable. The Board will vote on the proposal, and the proposal will be adopted if a majority of the Board affirms it. If there is a tie, then the proposal will be submitted to the Members. If the majority of Members approves the proposal, the proposal will be adopted.

**Section 1.1.1.** Exceptions.

Notwithstanding the foregoing, changes to this Article I shall be made only upon a three fourths vote of all of the Paid Members.

**ARTICLE II – MEMBERSHIP**

**Section 2.1.** Qualification for Membership.

Any student in good academic standing at Chicago-Kent may become a Member. A student who has not received grades from Chicago-Kent is considered to be in good academic standing for the purposes of this Section. A Member who falls out of good academic standing shall not cease to be a Member due to the loss of standing.

A student shall no longer be qualified for Membership if he or she:

- graduates;
- transfers to another law school; or
- takes a leave of absence, whether permanent or temporary.

Section 2.1.1. A student who is in his or her third year and who graduates early, at the end of the fall semester, and wishes to continue his or her participation as a Member can do so with approval of the President.

Section 2.2. Dues.

HeLSA does not require Members to pay dues.

Section 2.3. Admission and removal of Members.

Section 2.3.1. Admission of Members.

Members are admitted to HeLSA by the action of signing up through one of the officers.

Section 2.3.2. Removal of Members.

A Member shall be removed from Membership only upon the following events:

- loss of qualification for Membership, in accordance with this Article II;
- the Member requests to be removed; or
- for cause.

An Member who requests to be removed from HeLSA communications will be considered to have requested removal from HeLSA.

A Member shall be removed for cause only upon a unanimous vote of the Board.

### ARTICLE III – EXECUTIVE

Section 3.1. Other Officers.

HeLSA may appoint other Officers at the discretion of the Board. In addition, HeLSA may or may not appoint these additional Officers to the Board.

Section 3.2. Duties of the Officers.

The President shall:

- Oversee all programs, functions, and events of HeLSA.
- Liaise with the Chicago-Kent faculty and administration.
- Supervise the other Officers in the performance of their duties.
- Call meetings of the Executive Board or Members.
- Recommend policies to the Executive Board.

The Secretary shall:

- Keep meeting minutes.
- Correspond with The Record and the Student Bar Association (SBA) to publicize HeLSA events and meetings.
- Maintain WIL's TWEN page.
- Distribute TWEN emails to HeLSA's Members.

- Publish HeLSA agendas on TWEN.

The Treasurer shall:

- Manage the finances of HeLSA.
- Transcribe and submit HeLSA requests for funding to SBA
- Disperse monies in a timely manner.
- Aid in the financial aspects of all HeLSA events.

The Vice President shall:

- Advocate for the interests of Members at Board meetings.
- Attract students to HeLSA.
- Promote participation in HeLSA events and programs.
- Organize fundraising efforts.

The Social Chair shall:

- Organize networking and social events for HeLSA.
- Promote HeLSA networking and social events.

The Philanthropy Chair shall:

- Organize philanthropic events for HeLSA.
- Promote HeLSA philanthropic events.

If appointed, other Officers shall have their duties defined by the Board.

Officers may delegate their duties to other Officers with the consent of the full Board.

### Section 3.3. SBA duties.

The President shall:

- Attend any SBA meeting at which student organizations are represented.
- Advocate for HeLSA to SBA officers.
- Prepare a budget for each semester with the Treasurer.

The Treasurer shall:

- Read and understand the Chicago-Kent SBA Financial Code.
- Prepare a budget for each semester with the President.
- Submit reimbursement requests to the SBA as directed by the President.

### Section 3.4. Removal of Officers.

Any Officer may be removed upon a two thirds vote of the Members, but only upon a finding by the Board of substantial misconduct. For purposes of conducting a removal vote, the Members must convene in a closed meeting. The vote will be by secret ballot.

### Section 3.5. Succession.

If an Officer dies, resigns or is removed, the Board shall determine how to disperse the duties of the Officer's position.

## ARTICLE IV – DISPUTES

### Section 4.1. Arbitrator.

The Arbitrator shall be the HeLSA Faculty Adviser.

### Section 4.2. Replacing the Arbitrator.

The Board shall choose a new Arbitrator upon the death, resignation, or retirement of the current Arbitrator.

The President shall submit candidate names for an interim replacement, from which the Board shall unanimously choose, in the case that:

- the Arbitrator resigns as HeLSA Arbitrator but not as Faculty Adviser, or
- it appears to the President that the Faculty Adviser position will remain vacant for a substantial period.

## ARTICLE V – ELECTIONS

### Section 5.1. Election procedures.

The President, through the Secretary, shall make an announcement of elections during the first week of April each year. The announcement will solicit candidates for Office, and list the requirements for each Office as specified by these Bylaws, and by the outgoing Board for Officers not specifically established by these Bylaws. Each candidate will have the opportunity to state his or her qualifications for Office, subject to the President's and the Vice President's reasonable discretion.

The Secretary shall publish candidate statements to the Members at least three days before the date that voting concludes.

Procedures for collecting votes are at the President's and Vice President's reasonable discretion, provided that voting is concluded before the end of Spring Semester. The President and Vice President shall tally the votes as soon after the election as is practicable. Should there be a tie for an Office, the candidates will present their statements to the Board. The Board will then vote on the candidates and the candidate who receives the majority of the votes will be appointed to the Office. Should another tie result, the President's vote will decide which candidate is appointed to the Office.

The Secretary shall publish the results of the election following its conclusion.

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## APPENDIX A – MEETINGS

### Section A.1. Executive Board meetings.

Meetings of the Board for official business shall be held at a time and place convenient to the Board members, but at least once per six weeks. The President shall chair each such meeting. Board

members may declare their inability to attend a meeting, but no meeting at which official business is conducted shall be held without the knowledge of all Board members.

Meetings between Officers for unofficial business may be held at any time or place.

For the purposes of this Section A.1, “official business” means any business or activity of HeLSA requiring the agreement of more than one Officer.

Section A.2. Membership meetings.

Meetings of the general Membership for official business (general meetings) shall be held at a time and place convenient to the Members. The President shall chair each such meeting. Only Members shall attend these meetings. Only Members shall be eligible to vote.

Meetings of the general Membership for unofficial business shall be held at a time and place designated by the Executive Board. Any Officer may chair such meetings. Any Member may attend these meetings.

For the purposes of this Section A.2, “official business” means any business or activity of HeLSA requiring consent of the Paid Members.

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