

**BY-LAWS FOR THE
CHICAGO-KENT COLLEGE OF LAW
LAMBDA**

As Ratified on September 16, 2012

ARTICLE I

Purposes

Chicago-Kent College of Law LAMBDA is organized for the purposes of:

- identifying the special needs of lesbian, gay, bisexual, transgendered, and queer law students;
- facilitating and assisting in meeting those needs by enhancing access to existing student organizations and law school services;
- ensuring that the interests of lesbian, gay, bisexual, transgendered, and queer law students are reflected in the curriculum;
- providing information and resources for academic and professional advancement;
- creating opportunities to hear law professionals and other speakers; and
- enhancing career counseling and career placement services.

Because of the unique situation of the lesbian, gay, bisexual, transgendered, and queer law student, LAMBDA will endeavor to provide the types of programs, services, contacts and representation which lesbian, gay, bisexual, transgendered, and queer law students would like and need.

LAMBDA will work with the Student Bar Association (the "SBA"), and will not replace or attempt to replace any of the activities of the SBA.

LAMBIDAS will provide an opportunity for lesbian, gay, bisexual, transgendered, and queer law students to voice their concerns or needs as a group, and provide an atmosphere in which they can work together as a group to meet their own wants and needs.

LAMBIDAS, while falling under the general oversight of Chicago-Kent College of Law, is a separate body with a separate identity. As such, LAMBIDAS and not the College of Law, controls LAMBIDAS philosophy, policies and funds, while complying with the requirements of the SBA Student Handbook.

ARTICLE II

Office

LAMBIDAS shall maintain an office on the College of Law premises, located at 565 West Adams Street, Chicago, Illinois 60661. Such office shall be located in Room C74 or in such other room as shall be determined from time to time.

ARTICLE III

Leadership Structure and Powers

Section 1. Responsibilities. The affairs of Lambdas shall be managed by the Executive Board. The Executive Board has all the authority, power and duties, which are granted to them by the By-Laws of LAMBIDAS.

Section 2. Executive Board. The Executive Board shall be elected at the end of each academic year for a one-year term over the following academic year. The Executive Board will consist of the following officers: President, Vice-President, Treasurer, Secretary, Events Chair, and Publicity Chair.

Section 3. Meetings.

(a) **Regular Meetings.** The Board shall conduct meetings, not less frequently than monthly during the program year (exclusive of the final examination period and the summer session), in order to transact all business properly brought before the membership. The meeting schedule established at the annual meeting is not fully binding as class schedules may create

unforeseen problems. In that regard, the President may revise the meeting schedule at any time and from time to time. The regular meetings shall be open to all members of Lambdas.

(b) Place of Meetings. All meetings shall be held at a place within the College of Law confines or such other location as the President may determine from time to time.

(c) Notice of Meetings. Written or printed notice stating the place, day and hour of the meeting and the purpose or purposes for which the meeting is called shall be posted on the LAMBIDAS bulletin board at least four (4) days before the date of such meeting. In the event of exigent circumstances, as defined by the President, only reasonable notice is required.

Section 4. Transaction of Business.

(a) Majority Vote Required. The President shall conduct all business by a majority vote of the Executive Board present and voting, except as provided herein.

(b) Agenda. The President shall conduct all business pursuant to an agenda which shall be posted no later than four (4) days prior to each meeting. Consideration of any matter not on the agenda shall be by approval of a majority of the Executive Board present and voting. Agenda items may be submitted by any member to the President no later than five (5) days prior to a scheduled meeting.

(c) Payment of Expenses. Requests for expenses shall be approved by the Treasurer and the Executive Board. Requests for reimbursement for authorized expenses incurred by LAMBIDAS members shall be given to the Treasurer handling treasury matters no later than one (1) month after the expense was incurred. Requisitions for funds shall be given to the Treasurer at least two (2) weeks before the date when the money is required.

Section 5. Substitute Chairperson. Meetings will be chaired by the President. If the President cannot hold the chair for a meeting, then any Executive Board member can call the meeting to order.

Section 6. Voting Rights. Each member of LAMBIDAS shall have one vote on all matters considered at meetings. There shall be no proxy voting.

Section 7. Resignation. Any board member may resign at any time by filing a written resignation with the President.

Section 8. Removal. Any board member may be removed for cause by a majority vote of the Executive Board.

Section 9. Vacancies. In the event of a vacancy, however occurring, any Executive Board member may nominate a LAMBDAΣ member to fill such vacancy. If the nomination is approved by a majority of the Executive Board, the newly elected board member shall serve the unexpired term of his or her predecessor.

Section 10. Compensation. No board member shall receive compensation for any services rendered unless in those form of reimbursement for LAMBDAΣ related expenses.

ARTICLE IV

Duties of the Executive Board

Section 1. Executive Board. The general LAMBDAΣ board will be comprised of an Executive Board. The Executive Board is the governing body of the organization and will consist of the following officers:

(a) President. The President shall be responsible for directing and facilitating all general events and affairs conducted by LAMBDAΣ. The President calls and oversees all meetings of the general board and the general body. The President also acts as the liaison between the other LGBTQ law school organizations, the Lesbian and Gay Bar Association of Chicago (“LAGBAC”), and other diversity associations in the greater Chicagoland community.

(b) Vice-President. The Vice-President shall be responsible in assisting the President in facilitating all general events and affairs conducted by LAMBDAΣ. The Vice-President also acts as a liaison between the other Chicago-Kent student organizations, and coordinates the LAMBDAΣ mentorship program.

(c) Treasurer. The Treasurer shall be responsible for all of LAMBIDAS' financial matters. The Treasurer approves, in conjunction with the Executive Board, all LAMBIDAS-related expenses, such as those associated with fundraisers, signature events, and food outings. The Treasurer, in conjunction with the President, is also responsible for drafting and submitting a budget to present to the Student Bar Association each semester.

(d) Secretary. The Secretary shall be responsible for keeping notes, taking meeting minutes, and updating the LAMBIDAS board member task list. The Secretary is also responsible for facilitating event room reservations and submitting announcements to Chicago-Kent's Record and the SBA weekly email.

(e) Events Chair. The Events Chair shall be responsible for planning, organizing, and coordinating all major LAMBIDAS-sponsored events. The Events Chair also organizes social activities with other organizations at Chicago-Kent, with the other law schools, and with Bar Associations in the greater Chicagoland area.

(f) Publicity Chair. The Publicity Chair shall be responsible for maintaining and updating any and all of LAMBIDAS' social media pages, including the LAMBIDAS' Facebook page and Twitter account. The Publicity Chair also works in conjunction with the Secretary to create and maintain a bi-monthly eNewsletter to publicize and promote awareness of LAMBIDAS-related events.

Section 2. Discretionary Auxiliary Board. The Executive Board positions listed above are not subject to an amendment of the LAMBIDAS' By-Laws. However, an Auxiliary board may be added to support the Executive Board in facilitating all LAMBIDAS-related affairs. Auxiliary board position(s) may be appointed or removed at the discretion of the President for the duration of his or her Executive Board term, after of which the governing body of the organization will revert back to the baseline officers outlined under Article IV, Section 1, of these By-Laws. Auxiliary board members are not part of the Executive Board and are unable to cast votes regarding Executive Board business.

ARTICLE V

Status at Chicago-Kent College of Law

LAMBIDAS shall report its activities and expenditures to the SBA in a manner prescribed by the SBA. LAMBIDAS shall be subject to the rules of the SBA in the same manner as all other student organizations of Chicago-Kent College of Law. LAMBIDAS President shall work with the SBA President and any other SBA representative upon request of the SBA.

ARTICLE VI

Membership

Section 1. Membership. LAMBIDAS membership shall be offered to all lesbian, gay, bisexual, transgendered, and queer law students, as well as to other students who support them, at Chicago-Kent College of Law.

Section 2. Dues. Since membership is offered to all lesbian, gay, bisexual, transgendered, and queer law students, LAMBIDAS' goal is not to charge dues, but rather have the organization be supported by the SBA student activity fees. If necessary, however, dues may be charged for membership in such amount as shall be determined from time to time by the current Executive Board. In addition, or in the alternative, the Executive Board may choose to request donations to fund specific events.

Section 3. Voting Rights. Each member of LAMBIDAS shall be entitled to one (1) vote on every matter submitted to a vote of the general membership.

ARTICLE VII

Committees

Section 1. General Purpose. The purpose of the committees is to assist the Executive Board in carrying out the interests of LAMBIDAS.

Section 2. Number. The total number and type of committees shall be flexible and shall be decided upon, from time to time, by the President. Committees may include, but are not limited to, committees devoted to a particular program sponsored by LAMBIDAS, to fundraising, or to LAMBIDAS publicity.

Section 3. Committee Membership. Any member of LAMBDA shall be eligible to serve on any one or more committees. Each committee shall be guided by and work with the President, and the President will choose one board member to oversee each committee.

Section 4. Removal of Committee Members. Any committee member may be removed with or without cause by a majority vote of the Executive Board.

ARTICLE VIII

Contracts, Checks, Deposits and Funds

Section 1. Contracts. The President may enter into any contract or execute any instrument in the name of and on behalf of LAMBDA; such authority will be confined to the specific instruments. Such authority must be approved by a majority of the Executive Board if the contract instrument involves more than a monetary sum of fifty dollars (\$50.00).

Section 2. Checks and Drafts. The President may authorize such checking, savings or other accounts as it deems necessary. The President shall designate the Treasurer, as well as any other Executive Board member to be authorized to sign on the account.

Section 3. Deposits. All funds of LAMBDA shall be deposited from time to time to the credit of LAMBDA in one or more accounts as designated by the Treasurer and the President. Such funds shall be earmarked as LAMBDA funds.

Section 4. Gifts. The Executive Board may accept on behalf of LAMBDA any contribution, gift, bequest or devise for the purposes designated by the benefactor. Such gift may be deposited in any regular or special account established for LAMBDA, provided that the purposes for which the gift was made are recognized and continued.

ARTICLE IX

Program Year

The program year of LAMBDA shall be the law school academic year. The program year shall begin on the first day of the Summer Session, and end on the last day of the Spring semester in the same academic year. The summer months shall be used by the Executive Board as planning sessions, as deemed necessary by the President.

ARTICLE X

Notices

Whenever under these By-Laws notice is required to be given, it shall not be construed to require personal delivery. Such notice may be given by posting notices for public viewing in the College of Law. Such notice shall be deemed satisfied if such notice is posted four (4) days prior to the event in question. In the event of exigent circumstances, as defined by the Executive Board, only reasonable notice is required.

ARTICLE XI

Alterations, Amendments or Repeals

The general governing board for the organization may alter, amend or repeal these By-Laws and may adopt new By-Laws by an act of two-thirds (2/3) of the LAMBDAΣ Executive board members present at the meeting.

ARTICLE XII

Rules

Roberts Rules of Order (newly revised) shall serve to guide the organization where not otherwise prescribed by the By-Laws.