

SLS Bylaws

INTRODUCTION

The Chicago-Kent Space Law Society (SLS) is a student-run organization having its principal place of business at the main campus of the Illinois Institute of Technology's College of Law.

SLS is committed to improving student education and awareness in the field of Space Law, emphasizing both domestic and international law. SLS educates students in the legal, ethical, technological, political, and sociological perspectives of Space Law. SLS supports the advancement of humankind in the arts and sciences.

To accomplish these goals, SLS conducts student activities, in coordination with the director and faculty of Chicago-Kent College of Law, Adler Planetarium and Spacelaws.org. SLS works with, and complements, the programs to ensure that students receive a quality education in the legal field of space related activities and endeavors. SLS also working on establishing a database of course outlines, to assist students in their study of the law. SLS is dedicated to ensuring that the database contains only the very best outlines, as part of a commitment to excellence in education.

CONVENTION

These Bylaws derive their authority from the SLS Constitution, which is incorporated by reference. Articles and sections of the Bylaws are numbered to correspond to the sections within the Constitution from which they draw their power or effect.

ARTICLE I – BYLAWS

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

Any Director or Paid 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 Administrative Board as soon as is practicable. If the change would be allowed under the Constitution, the Board will submit the proposal to the Paid Members. The proposal will be adopted upon a majority vote of all of the Paid Members.

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. Notwithstanding the foregoing, consistent with Article IV section 2 of the Constitution, amendments to Article IV of these Bylaws conforming to changes in the name or position of the Arbitrator shall be made by the Chief Director and Director of Communication upon due notice to the Administrative Board, without requiring a vote by 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 of the Society. 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 2.2. Membership Classes and Dues.

Section 2.2.1. Membership Classes

The classes of Members and their privileges are as follows:

Section 2.2.1.1. Unpaid Members

Unpaid Members are entitled to:

- receive all SLS communications; and
- attend SLS events generally open to the public.

Section 2.2.1.2. Paid Members

Paid Members are entitled to:

- receive all SLS communications;
- attend all SLS events;
- vote to approve or disapprove of Administrative Board members;
- vote to enact, amend, or repeal Bylaws; and
- propose and vote on amendments to the Constitution.

Section 2.2.2. Membership Dues

Membership dues are \$10.00, once per academic year, and shall be applied to the academic year in which they are paid.

Section 2.3. Admission and Removal of Members.

Section 2.3.1. Admission of Members.

The procedures for admitting Unpaid Members shall be at the discretion of the Director of Communication, provided that in no event shall an Unpaid Member be required to pay Membership dues.

The procedures for admitting Paid Members shall be at the discretion of the Director of Communication and the Director of Finance, provided that no student may become a Paid Member until he or she submits an application to the Director of Communication's satisfaction and pays Membership dues to the Director of Finance in accordance with these Bylaws.

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 Unpaid Member who requests to be removed from SLS communications will be considered to have requested removal from SLS.

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

ARTICLE III – EXECUTIVE

Section 3.1. Other Directors.

SLS may appoint other Directors at the discretion of the full Administration Board. In addition, SLS may or may not appoint these additional Directors to the Administration Board.

Section 3.2. Duties of the Directors.

The Chief Director shall:

- Oversee all programs, functions, and events of SLS.
- Liaise with the Chicago-Kent faculty and administration.
- Supervise the other Directors in the performance of their duties.
- Call meetings of the Administrative Board or Members.

- Recommend policies to the Administrative Board.

The Director of Communication shall:

- Coordinate the internal affairs of SLS.
- Maintain the Membership rolls.
- Make preparations for meetings.
- Take notes at meetings, including the recording of votes.
- Publish decisions of the Administration Board.
- Maintain an SLS website.
- Advertise SLS functions to the student body.

The Director of Finance shall:

- Manage the finances of SLS.
- Collect dues.
- Notify the Director of Communication when a Member has paid dues.
- Disperse monies in a timely manner.
- Aid in the financial aspects of all SLS events.

The Deputy Director shall:

- Advocate for the interests of Members at Board meetings.
- Attract students to SLS.
- Promote participation in SLS events and programs.
- Perform the functions of a vacant Director

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

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

Section 3.3. SBA Duties.

The Chief Director shall:

- Attend any SBA meeting at which student organizations are represented.
- Advocate for SLS to SBA Directors.
- Prepare a budget for each semester with the Director of Finance.

The Director of Finance shall:

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

Section 3.4. Removal of Directors.

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

Section 3.5. Succession.

If a Board member dies, resigns, or is removed, the duties of the Board member shall be performed by the Deputy Director.

ARTICLE IV – DISPUTES

Section 4.1. Arbitrator.

The Arbitrator shall be the Faculty Liaison of SLS.

Section 4.2. Removing the Arbitrator.

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

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

- the Arbitrator resigns as SLS Arbitrator but not as Director of the Program; or
- it appears to the Chief Director that the office of Director of the Program will remain vacant for a substantial period.

ARTICLE V – ELECTIONS

Section 5.1. Election procedures.

The Director of Communication shall make an announcement of elections after Spring Break of 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 Administration Board for Directors not specifically established by these Bylaws. Each candidate will have the opportunity to state his or her qualifications for Office, subject to the Director of Communication's reasonable discretion.

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

Procedures for collecting votes are at the Director of Communication's reasonable discretion, provided that voting is concluded before the end of Spring Semester. The Chief Director and Director of Communication shall tally the votes as soon after the election as is practicable.

The Director of Communication shall publish the results of the election following its conclusion.

APPENDIX A - MEETINGS

Section A.1. Administration Board meetings.

Meetings of the Administration Board for official business shall be held at a time and place convenient to the Board members, but at least once per calendar month. The Chief Director 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 Directors 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 SLS requiring the agreement of more than one Director.

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 Paid Members. The Chief Director shall chair each such meeting. Only Members shall attend these meetings. Only Paid 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 Administration Board. Any Director 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 SLS requiring consent of the Paid Members.

APPENDIX B - MISCELLANEOUS

Section B.1. Summary of Director duties.

The Chief Director has the following duties:

- **SBA**
 - Attend any SBA meeting at which student organizations are represented.
 - Advocate for SLS to SBA Directors.
 - Prepare a budget for each semester with the Director of Finance.
- **Constitution**

- Perform the duties of an absent Director of Communication or Director of Finance.
- Resolve disputes between Members.
- Stay aware of situations requiring conforming Constitutional amendments.
- Draft conforming amendments with the Director of Communication.
- **Bylaws**
 - Oversee all programs, functions, and events of SLS.
 - Liaise with the Chicago-Kent faculty and administration.
 - Supervise the other Directors in the performance of their duties.
 - Call meetings of the Administration Board or Members.
 - Recommend policies to the Administration Board.
 - Tally ballots with the Director of Communication.

The Director of Communication has the following duties:

- **Constitution**
 - Conduct elections.
 - Draft conforming amendments with the Chief Director.
- **Bylaws**
 - Coordinate the internal affairs of SLS.
 - Tabulating the Membership rolls.
 - Make preparations for meetings.
 - Take notes at meetings, including the recording of votes.
 - Publish decisions of the Administration Board.
 - Conduct elections.
 - Tally ballots with the Chief Director.
 - Maintain an SLS website.
 - Advertise SLS functions to the student body.

The Director of Finance has the following duties:

- **SBA**
 - Read and understand the Chicago-Kent SBA Financial Code.
 - Prepare a budget for each semester with the Director.
 - Submit reimbursement requests to the SBA as directed by the Chief Director.
- **Bylaws**
 - Manage the finances of SLS.
 - Collect dues.
 - Notify the Director of Communication when a Member has paid dues.
 - Disperse monies in a timely manner.
 - Aid in the financial aspects of all SLS events.

The Deputy Director has the following duties:

- **Constitution**
 - Perform the duties of an absent Chief Director.

- **Bylaws**

- Advocate for the interests of Members at Board meetings.
- Attract students to SLS.
- Promote participation in SLS events and programs.
- Perform the duties of a vacant Director.