

# CONSTITUTION OF THE LABOR AND EMPLOYMENT LAW SOCIETY

## *Preamble*

The Labor and Employment Law Society educates, organizes, and supports students interested in labor and employment law to ensure that a new generation of attorneys will be prepared to navigate the intricacies of the field on both the employer and employee side.

Labor and employment law influences nearly every member of the public. We are committed to increasing understanding of the issues that affect workers of all classes and workplaces in all sectors.

The Labor and Employment Law Society is not a political organization and will not take a political stance on any issue impacting the labor and employment law community. The Labor and Employment Law Society's goal is to educate students and members of the community on issues impacting labor and employment law.

## *Article I: Membership*

- a) Participation in the Labor and Employment Law Society must be without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.
- b) Members must support the mission of the Labor and Employment Law Society.
- c) Members can be admitted on an ongoing basis, and members must participate in at least one voluntary group or authorized individual activity per semester. If individuals do not participate in the required activity, they will not be included in the member list and must wait until the following semester to re-join.
- d) Membership is contingent on payment of dues of \$10 per academic year.

## *Article II: University Compliance*

The Labor and Employment Law Society shall comply with all Indiana University regulations, and local, state, and federal laws.

## *Article III: Executive Officers*

- a) President
  - Lead all general and executive meetings
  - Develop meeting agendas along with other executive officers
  - Coordinate with labor law organizations at other universities to learn of new opportunities for community involvement, court rulings, or proposed legislation
  - Communicate with Advisor about organization's activities
  - Set goals of the organization for both short and long term

- Develop the organization's annual budget along with the Funding Coordinator and Treasurer
- b) Vice President & Publicity Liaison
- Develop meeting agendas along with other executive officers
  - Run meetings in President's absence
  - Preside over organization in the absence of the President
  - Publicize the organization's events to the Law School, University, and community
  - Acquire rooms for meetings and events
  - Manage all organization social media accounts
- c) Coalition Coordinator
- Coordinate with other Law School student organizations for cross-promotional events
  - Keep organization abreast of upcoming events in the community
  - Contact external speakers as identified by the executive board
  - Develop partnerships with local labor and employment law firms and attorneys for possible shadowing opportunities
- d) Recorder
- Maintain the email list and communication information to members
  - Monitor members' activity to ensure compliance with organizational requirements
  - Record meeting minutes and distribute to the email membership list in a timely manner
  - Work with executive officers to create merchandise to sell to the Law School community
- e) Treasurer
- Collect dues
  - Monitor the budget
  - Develop the organization's annual budget along with President and Funding Coordinator
  - Maintain records of the organization's income and spending
  - Oversee the sale and distribution of merchandise sold to Law School community
- f) Mentorship Coordinator
- Oversee the recruitment of 2L and 3L members to serve as mentors
  - Match new members with mentors
  - Assist with the organization's community building and professional development efforts and events
- g) Senior Advisor (2 positions)
- A 3L who has served in a previous leadership role with the organization
  - Recruit and encourage the organization's alumni to remain involved with the organization
  - Contribute to the organizations community building and professional development efforts and events

- h) Executive officer meetings will be held twice a month. Notification of meetings will occur via email. Any decision regarding the organization's meeting agendas, budget expenditures, or direction and activities may be made during meetings. These decisions will be effectuated by a majority vote.
- i) Officers may be removed from office for any of the following reasons:
  - 1. Acts of misfeasance with the organization's funds or name.
  - 2. Acting in a manner contrary to the organization's mission.
  - 3. Failure to perform duties as ascribed by this Constitution.
  - 4. Any other reason as determined by the executive board.
- j) Removal Procedure:
  - 1. The remaining board members will notify the offending officer by written notice of his or her offending conduct that warrants removal.
  - 2. The offending officer then has two weeks to remedy his or her behavior.
  - 3. At the end of the two week period, if the offending officer has not remedied his or her behavior, s/he can be removed from office by a two-thirds vote of the executive board.
  - 4. Immediate expulsion from the executive board is warranted only in cases of criminal activity.

#### ***Article IV: Advisor***

Advisor will perform the duties required by the University and apprise the group of opportunities for events and fundraising as s/he becomes aware of them.

#### ***Article V: Meetings***

- a) Meetings will be held on a bi-monthly basis and notices will be placed in the Indiana Law Annotated. Members will be notified via email. The President and Vice President have the authority to call the meetings.
- b) The executive board will set meeting agendas and call the meeting to order.
- c) The Recorder will monitor attendance and communicate agendas with members.

#### ***Article VI: Elections***

- a) Members wanting to run for office must display a willingness to commit to the organization and must regularly attend meetings.
- b) All positions will last for one year. Election will be held once per year in April of the spring semester for the following academic year. Past officers will hold a joint meeting with the newly elected executive board to pass on any information relevant to the positions.

- c) An officer may resign by informing the executive board in writing two weeks before s/he wishes to end his or her service. Mid-term elections will be filled by the election protocol set forth in Article VI (d) and (e).
- d) Members can nominate individuals for executive board positions and the nominated individuals will step outside while members vote. Voting will be done by a secret ballot.
- e) A majority vote of members present at the meeting is required to elect a nominated candidate.

### ***Article VII: Non-Hazing***

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with this group or organization, regardless of the person's consent or lack of consent.

### ***Article VIII: Dues and Budgets***

- a) Dues will be \$10 per year and will be determined by the newly elected executive board for the upcoming year.
- b) Enrollment will remain open throughout the year.
- c) The Treasurer will be responsible for collecting dues.
- d) The President, Funding Coordinator, and Treasurer will be responsible for developing the organization's budget. The Treasurer will be responsible for monitoring the budget.

### ***Article IX: Finances***

- a) The Treasurer will be responsible for the financial affairs of the group, including ensuring orderly transfer of records and funds access from year to year. The executive board will also support these functions.
- b) Financial accounting will be maintained according to the protocol set forth by the Student Organization Account protocol.
- c) Funds will be held in a Student Organization Account.
- d) Upon dissolution of the organization, any remaining money in the Student Organization Account will be donated to the Peggy Browning Fund.

***Article X: Personal Gains***

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of this student organization.

***Article XI: Statement of Non-Discrimination***

The Labor and Employment Law Society allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

***Article XII: Ratification***

Two-thirds vote of membership is needed to ratify or amend this constitution.