

# STUDENT BAR ASSOCIATION

*at the  
University of Alabama School of Law*

## BYLAWS

### I. PURPOSE

- a. The mission statement of the University of Alabama Student Bar Association (“SBA”) shall be the same as outlined in Article I Section 1 of the Constitution of the Student Bar Association at the University of Alabama.

### II. FINANCE

- a. Dues (“SBA Dues”), as mandated by the SBA Constitution, shall be set for the following categories on a yearly basis and will be due in full, subject to Section (b.) of this Part, upon commencement of the school year:
  - i. Incoming First Year Students
    1. 3 Years SBA Dues
    2. Orientation Fee
    3. Composite Fee
    4. Total Due will be comprised of 1, 2, and 3 above.
  - ii. Incoming Transfer Student Dues
    1. 2 Years SBA Dues
    2. Orientation Fee
    3. Composite Fee
    4. Total Due will be comprised of 1, 2, and 3 above.
  - iii. LLM Students
    1. 1 Year SBA Dues
    2. Orientation Fee
    3. Composite Fee
    4. Total Due will be comprised of 1, 2, and 3 above.
- b. **Payment Plans**
  - i. Upon the request of a student, and at the SBA Treasurer’s discretion, the SBA Treasurer and student may develop a payment plan to enable the student to pay his or her SBA Dues in full, as listed in Section (a.) of this Part, over time. Such payment plans must be specific and require the student to pay certain amounts by a certain calendar date, until the student’s SBA Dues are paid in full. The payment plan must have the eventual goal of paying the student’s SBA Dues amount in full.
  - ii. The SBA Treasurer and student may alter any ongoing payment plan, if determined to be necessary by the SBA Treasurer and at the student’s request.
  - iii. Payment plans should be limited to those students who can demonstrate extraordinary personal financial circumstances that make paying his or her dues in lump sum a financial hardship.
- c. **SBA Dues-Paying Members**
  - i. Students who have paid their SBA Dues in full under Section (a.) of this Part and students who are current on their payment plan installments under Section (b.) of this Part are considered “SBA Dues-Paying Members.”
  - ii. Students who have not paid their SBA Dues under Section (a.) of this Part or who does not make a payment pursuant to their payment plan under Section (b.) of this Part are considered “Students Not in Good Standing” and are not “SBA Dues-Paying Members.”

- iii. Students Not in Good Standing because of one or more missed payment plan payments can regain their status as a “SBA Dues-Paying Member” by paying missed payment plan installments and remaining current on future payments.

**d. Event Tickets**

- i. Event tickets shall be sold for SBA Dues-Paying Members to attend various events sponsored by the SBA. Only students who are SBA Dues-Paying Members and are in good standing with the SBA may purchase event tickets, for themselves or a guest.
- ii. Students Not in Good Standing may not purchase event tickets. No SBA Dues-Paying Member may buy a ticket for a Student Not in Good Standing.
- iii. The price for tickets shall be based on the budget allotted for the event and at the discretion of the Vice President.
- iv. Ticket prices may be overridden by a three-fourths Senate vote.

**e. Guest Fees**

- i. At the discretion of the Vice President and upon approval by the Senate, the SBA may charge a guest fee at events sponsored by the SBA for guests of SBA Dues-Paying Members to attend any event.
- ii. Students Not in Good Standing may not attend any event by paying a guest fee, pretending to be a non-law student guest of an SBA Dues-Paying Member, or otherwise.
- iii. Guest fee amounts may be overridden by a three-fourths Senate vote.

**f. Requests for Additional Funding**

- i. Money to fund these proposals will come from funds acquired by the SBA through events, donations, and sales.
- ii. Funding for proposals will come at a first-come, first-serve basis, but funding will be decided by the SBA Senate.
- iii. The SBA Senate has the power to refuse, approve, and amend any proposal.
- iv. The money will be limited to current students who in good standing with the SBA and SBA-Dues Paying Member, on behalf of themselves or a law student organization. Money will not be used to fund UA Law administration events. The money comes from the law school student body and will return to the law school student body.
- v. Proposals must be submitted using the forms provided by the Student Bar Association. Outside presentations or materials shall only be allowed at the discretion of the SBA President.

### **III. AWARDS**

**a. The Dean Thomas W. Christopher Award**

- i. The Dean Thomas W. Christopher Award is an annual SBA award that is presented during the Law Week Awards Ceremony. The award is given to:
  1. One non-law student (a faculty member, staff member, or alumni). The award for outstanding literary achievement and/or distinguished service through organizational activities is given to a person who, by gaining recognition, brings honor to or enhances the reputation of the Law School. This person is to receive a plaque. Additionally, the SBA may decide at its discretion to award up to two additional awards to non-students, provided that no more than one faculty, staff member, and alumni receive the award per year.
  2. A graduating student who has given outstanding service to the Law School Community. This person shall receive a plaque and a \$100 Cash Award.
- ii. Nominations are to be solicited from students.
- iii. The chairperson of the Dean Thomas W. Christopher Awards committee is to be the SBA President.

- iv. The President shall appoint at least one senator from each class to serve on the Awards Committee.
- v. The Awards Committee should have a faculty advisor appointed by the SBA President.
- vi. The decision of the Awards Committee is to be presented to the SBA Senate for approval prior to the Assistant Dean responsible for the Law Week Awards Ceremony.
- vii. Student Bar Association Executive officers are not eligible to receive this award.

**b. The Student Bar Association Outstanding Faculty Member Award**

- i. The criteria for the Student Bar Association Outstanding Faculty Member Award shall be:
  1. Devotion to students both in and out of the classroom
  2. Excellence in teaching
  3. Contributions to the Law School environment
  4. Literary accomplishments
- ii. Nominations may be presented by any third-year student. The SBA Senate shall be responsible for sending all third-year students a letter setting forth the criteria for this award prior to spring elections. The names of the four to five faculty members who receive the most nominations shall be placed on the ballot. In case there is a tie with respect to the fifth place position, all of the teachers in that fifth place position will be placed on the ballot.
- iii. Only full-time faculty members and adjunct faculty members who have taught more than one semester may be nominated.
- iv. Faculty members who have received the award during the previous two years may not be nominated.
- v. The Outstanding Faculty Member will be chosen by the entire third-year class from a vote taking during the SBA spring elections. The faculty member who receives the most votes will receive the award. Should there be a two-way tie, both faculty members shall be recognized. Should there be a tie between more than two faculty members, those faculty members will be entered into a runoff on the following day.
- vi. The award shall consist of a permanent plaque to be placed in the Law Center. In addition, a plaque or certificate is to be presented to the recipient during the Awards Day Ceremony.

**c. Anna C. Curry Leadership Award**

- i. The Anna C. Curry Leadership Award is an annual SBA Award that is presented during the Law Week Awards Ceremony. The award is presented to a law student from any class who has shown outstanding leadership and service to the law school.
- ii. The SBA Senate is responsible for nominating and selecting the recipient.
- iii. The award shall consist of a permanent plaque to be placed in the Law Center. In addition, a plaque or certificate is to be presented to the recipient during the Awards Day Ceremony.

**d. Student Bar Association Recognition Certificates**

- i. Student Bar Association Recognition Certificates shall be presented to those members of the Law School community who, during the preceding school year, have provided exemplary service to the Student Bar Association.
- ii. A committee shall be formed by the President of the SBA, one month prior to the Awards Day Ceremony, for the purpose of ensuring that all persons worthy of recognition will be presented with a certificate. All elected bodies should be involved in the committee's consideration, and shall be allowed to submit the names of candidates whom they deem worthy of recognition.

**e. Organization Awards**

- i. Organizations sponsoring awards must select award recipients following the requirements articulated in the Law School Organization Guidelines section of these Bylaws (Section V).

**f. Staff Appreciation Lunch**

- i. During the Spring Semester, the SBA shall provide a lunch for the staff of the law school in appreciation for their hard work and dedication to the student body.

#### **IV. DUTIES OF THE OFFICERS**

**a. Presidential Duties**

- i. Inform the incoming first-year class about law school traditions.
- ii. Appoint student representatives to Dean's Committee.
- iii. Appoint the Chairperson of the Council of Presidents within a reasonable time after assuming office.
- iv. Appoint the 3L Graduation Party Chairperson.
- v. Choose whether to organize a dinner for the newly elected 1L Senators to meet the current Senate and Executive officers, and to build camaraderie and trust between the officers and senators of the Student Bar Association.
- vi. Choose whether to organize a new SBA Executive Officer Induction Dinner. This induction dinner should be held within a reasonable time after spring election results have been decided.
- vii. Secure football game block seating.
- viii. Assist the Treasurer in preparing a fiscal year budget and a budget for presentation to the SGA Financial Affairs Committee.
- ix. Serve as the SBA's representative to the Law School Council of Presidents.

**b. Vice Presidential Duties**

- i. Formulation, distribution, and compilation of an interest form to be distributed to all law students within the first three weeks of fall semester. The interest form shall allow students to indicate their respective willingness to become SBA committee chairpersons and members.
- ii. Shall have as a primary responsibility all SBA events including but not limited to Homecoming, 3L graduation party, 1L post-exam party and Law Week committees and provide assistance to those Committees as deemed necessary by the SBA President.
- iii. Determine whether to charge guests fees or have event tickets for certain SBA-sponsored events, and the amounts of each fee or ticket, subject to approval by a majority vote of the SBA Senate.
- iv. Coordinate distribution and assignment of student lockers.
- v. Shall have the discretion to institute new student events sponsored by SBA with the prior approval of the other Executive Officers.

**c. Treasurer's Duties**

- i. Compose a budget for presentation to the Student Government Association of the University of Alabama Financial Affairs Committee, for the purpose of procuring funding for law school organizations. Please refer to Article IV of these Bylaws for further clarification of the organization budgeting process.
- ii. Maintain a file containing each law school organization's constitution and bylaws.
- iii. Purchase to the SBA President's plaque to be presented to the outgoing SBA President at the installment of new executive officers, which shall read: "Presented to [name of SBA President] in grateful appreciation of [his/her/their] service to the students of the University of Alabama School of Law as Student Bar Association President (term years)"
- iv. Be available during Orientation to direct merchandise sales and collect dues payment.

- v. Produce a cost-breakdown analysis of SBA and law school activities to be included in the package mailed to all incoming 1L's.
- vi. Prepare an annual budget breakdown of SBA funds to be voted upon by the SBA Senate and approved by a majority vote. This includes allotting some amount for organizations to fulfill requests for SBA Funding.
- vii. When allocating the annual budget allotment between organizations, pursuant to each organization's timely budget request, the Treasurer may consider whether an organization has or plans to have a diversity trained member as one of several factors. All student organizations are encouraged, but not required, to have a diversity trained member in their organization. Diversity training may include any of the following: Title IX Training; Sexual Harassment/Violence, Disability Training, and Practicing Inclusive Excellence Training (P.I.E.), or Safe Zone Training. Additionally, the Treasurer may consider other forms of diversity training at his/her discretion.

**d. Secretarial Duties**

- i. Coordination of scheduling the use of the SBA meeting room.
- ii. Responsibility for ensuring the timely production of a directory of law students' phone numbers and any other pertinent information which may be useful to students of the law school.
- iii. Formulate and maintain a distribution list of SBA officers and organization presidents.
- iv. Post and keep current list of student lockers.
- v. Retrieve from the Assistant Dean for Students Office, an electronic listing of all enrolled students' names by class year. This list shall be used as the official voter list, ticket sales list, and for any other function that requires a student list. For most purposes, the box list in the student lounge, maintained by the aforementioned Assistant Dean will be suitable for this purpose.
- vi. Provide a list of SBA Members Not in Good Standing to the Elections Committee prior to the time that students must announce their candidacy. If the status of any students on this list changes prior to or during vote, update the Elections Committee regarding any changes.
- vii. Maintain an orderly SBA bulletin board.
- viii. Maintain an orderly calendar of events to be posted on the SBA bulletin board.
- ix. Produce and distribute to all SBA officers a calendar of meetings and official SBA events.
- x. Produce a list of SBA executive officers and senators to the webmaster.
- xi. Have access to and update the UA website calendar.

**e. Career Services Board Chairperson's Duties**

- i. Coordination of the permanent graduate composite.
- ii. Coordination of the photography session conducted for the permanent graduate composite and CSO Facebook.
- iii. Develop and distribute a brochure outlining the different "tracks" in law school.
- iv. Conduct a forum to explain curriculum to 1L's in the Spring semester, prior to registration.

**f. Council of Presidents Chairperson's Duties**

- i. Coordination of annual Get-on-Board Day, which shall be held no later than the second week of September each year. The SBA Senate shall be presented with this date and shall have the final authority on its approval.
- ii. Assist the SBA Treasurer with his/her duties in developing the organization budget to be presented to the SGA Financial Affairs Committee.
- iii. Conduct a meeting of the Council no later than the third week after the beginning of Fall semester classes.

- iv. Update the law school webmaster with the names of the incoming officers of law school organizations.

## **V. SENATORIAL DUTIES**

- a. Class senators constitute the voting body of the Student Bar Association.
- b. Class senators shall serve as volunteers for checking the student list at the door of SBA-sponsored events against the names of those entering to ensure only SBA-Dues Paying members attend and collect guest fees, event setup/cleanup, ticket sales, homecoming float construction and other integral parts of SBA events and law school functions.
- c. Class senators should serve as the voice of their classmates and should use their vote to reflect what they believe or know to be in their constituents' best interest.
- d. Class senators should endeavor to disseminate accurate and beneficial information to their constituents. Senators should strive to not promulgate information that is uncertain, unreliable, meant to be kept in SBA, or not concrete (for example, votes that are still pending, rumors, confidential information, etc.).
- e. Each senator shall have one (1) vote in each vote of the Student Bar Association, unless they are subject to the proxy exception.
  - i. If a senator is absent from a vote, they may appoint another senator to serve as their proxy. That senator shall receive the other's voting power for the duration of the next meeting.
  - ii. A Senator may not serve as a proxy for more than one senator at a given time.
  - iii. Proxy power must be delegated by telling the President and the proxy before the start of the meeting at which it is to be used and must be announced at the start of the meeting.

## **VI. STUDENT BAR ASSOCIATION ELECTIONS**

### **a. Elections Committee**

- i. The Elections Committee shall be composed of:
  1. Two students per class which are selected by sitting members of the Elections Committee.
    - A. Committee members may not be:
      - (i) Students holding positions elected under the SBA Constitution;
      - (ii) Students running for positions elected under the SBA Constitution;
      - (iii) Students who have been appointed to another position by the SBA Senate.
    2. A faculty/staff representative.
  - ii. The Committee shall:
    1. Enforce all election procedure rules.
    2. Disqualify any candidate that has violated any Election Procedure rule.
      - A. A disqualified candidate is not eligible to receive any votes or be elected to any Student Bar Association office in the applicable election.
      - B. Violations will be determined by a hearing on the alleged violation by the Elections Committee.
      - C. All decisions by the Elections Committee are final. A candidate affected by any adverse decision of the Elections Committee may appeal such decision to the Dean of the Law School only on the grounds that the actions of the Committee were arbitrary and capricious.
    3. Request a list of eligible voters from the SBA Secretary.
    4. Operate a site to distribute and collect ballots on election day from 10:00 a.m. until 2:00 p.m. The Committee may also collect ballots electronically.

5. Count the ballots and announce the results of the elections.
6. The Committee has the sole discretion to address inappropriate behavior by or concerning candidates and has sole discretion to monitor campaigning activity in the voting hall.
  - A. Exceptions may be made by the committee for extraordinary circumstances, i.e., if the voting hall is by a locker well in which a candidate keeps their materials, etc. Exceptions shall be made solely by the Committee, at their discretion.

**b. Election Timing**

- i. 1L Elections
  1. An election of the 1L Senators, Honor Council representatives, and Members of the Career Services Board shall be held in the fall semester at a reasonable time following the commencement of classes.
- ii. 2L and 3L Elections
  1. School-Wide Offices
    - A. The General Election for school-wide offices shall be held on the last Tuesday of March.
    - B. The Run-Off Election for school-wide offices shall be held on the Thursday immediately following the General Election for school-wide offices.
    - C. If the last week of March falls during Spring Break, the sitting SBA shall have discretion in deciding if school-wide elections will occur the week preceding or following Spring Break.
  2. Class-Wide Offices
    - A. The General Election for class-wide offices shall be held on the first Tuesday of April.
    - B. The Run-Off Election for class-wide offices shall be held on the Thursday immediately following the General Election for class-wide offices.
    - C. If the first week of April falls during Spring Break or if the election for School-Wide Offices is held during this time, the election for Class-Wide Offices will be held the week immediately following.

**c. Declaration of Candidacy**

- i. Eligibility
  1. Only SBA-Dues Paying Members may run for any election under this Part, both for school-wide offices and class-wide offices.
  2. Students Not in Good Standing may not run for election for any office under this Part and may not vote in any election under this Part.
- ii. School-Wide Offices
  1. Declaration of candidacy for school-wide offices shall take place beginning on the Monday of the week prior to the elections and concluding no time before 5:00 p.m. on the Wednesday of that same week.
  2. A candidate declares their candidacy for office by signing their name on the list posted by the Elections Committee and submitting a statement to the Elections Committee acknowledging the Election Procedure Rules as set forth in Section (d.) of this Part.
  3. No student shall be a candidate for more than one school-wide elected office during a general election cycle. A general election cycle is either a fall or spring school-wide election. All provisions of the SBA Constitution shall be followed.
- iii. Class-Wide Offices

1. Declaration of candidacy for class-wide offices shall take place beginning on the Monday of the week prior to the elections and concluding no time before 5:00 p.m. on the Wednesday of the same week.
2. A candidate declares their candidacy for office by signing their name on the list posted by the Elections Committee and submitting a statement to the Elections Committee acknowledging the Election Procedure Rules as set forth in Section (d.) of this Part.
3. No student shall be a candidate for more than one class-wide elected office during a general election cycle. All provisions of the SBA Constitution shall be followed.

**d. Election Procedure Rules**

**i. Campaigning**

1. For purposes of this subsection, the term campaigning shall refer to all forms of typical political office advertising. This includes, but is not limited to:
  - A. Distribution of brochures or gifts;
  - B. Speech-making;
  - C. Sidewalk chalking;
  - D. E-mailing;
  - E. Phone trees;
  - F. Group messaging; or
  - G. Social Media.
2. For purposes of this subsection, the term candidate shall refer to anyone who has declared their candidacy for office or will declare their candidacy for office as described in Section (c.) of this Part.
3. Campaigning for Student Bar Association offices by or on behalf of any candidate is allowed to the following extent and that extent only:
  - A. Candidate Information Sheet
    - (i) The only printed material a candidate may produce shall be limited to one 8.5 X 11 "candidate information" sheet of paper, inclusive of a photograph.
    - (ii) The candidate information sheet may contain any information about a candidate's qualifications the candidate wishes to publicize.
    - (iii) The candidate information sheet shall be due to a place designated by the Elections Committee Chairperson or the SBA President by 12:00 p.m. on Friday of the week sign-ups are held.
    - (iv) Any candidate information sheets that exceed the space limitation set forth within this subsection shall not be posted unless written consent is granted by every opponent of that candidate.
  - B. Candidate Statement
    - (i) Candidates may submit a written statement of no more than 2,000 characters (spaces included) to the Elections Committee.
    - (ii) The Elections Committee will distribute candidate statements via email to the applicable voting body.
    - (iii) Candidate statements may contain any information about a candidate's qualifications or platform the candidate wishes to publicize.
    - (iv) Any candidate statement that exceeds the character limitation set forth within this subsection shall not be posted unless written consent is granted by every opponent of that candidate.



### C. Verbal Communication

- (i) Students may communicate face-to-face verbally about their candidacy or the candidacy of another student.
- (ii) For example, students may remind voters to vote on election day. Students may speak to voters about why they or another student should be elected and what the candidate hopes to achieve if that candidate is elected.
- (iii) Students are not allowed to loiter in the voting hall where ballots are being cast. This includes campaigning or standing in the entrances and exits of the voting hall. Enforcement of this part is the sole discretion of the Election Committee.

4. No additional forms of campaigning are allowed. Examples of impermissible forms of campaigning are detailed below. This list is exemplary and not exhaustive. Any of the following acts will result in candidate disqualification:

#### A. Mass E-mails or Group Messages

- (i) No candidate shall distribute any message or memorandum to the students of the law school as a whole or to a particular law school class with their name included in the message or memorandum through the boxes in the student lounge as long as that student is a candidate for a law school office unless prior written consent is granted by every opponent of that candidate.

#### B. Loitering on Election Day

- (i) Candidates may not intentionally linger at the voting table on election day.
- (ii) If the voting table is in a foyer near a candidate's locker or any area through which the candidate must pass, the candidate shall not spend more time than necessary in the area for the purpose of making their presence known. The Election Committee members working the table will have complete discretion over addressing a candidate's excessive lingering.

#### C. Candidates are forbidden from participating in the administration of the election (i.e., working at the election table, counting ballots, etc.).

#### D. Enforcement of this Section is the sole discretion of the Election Committee.

### e. Election to Office

#### i. School-Wide Offices

1. For school-wide offices, the number of votes necessary for election shall be a majority of the votes cast for that office.

#### A. In the event no candidate receives the votes necessary for election, the two candidates receiving the greatest number of votes shall meet in a runoff election not later than one week after the election.

#### B. Runoff Elections

- (i) The two candidates that received the largest pluralities of votes go to a runoff election.
- (ii) The candidate that receives the majority of votes cast wins.
- (iii) Example: Candidates who receive 40% of the votes and 35%, respectively, will proceed to a runoff. Candidates who split remaining votes are not eligible for runoff. Candidate who receives majority of votes during runoff wins the position.

#### ii. Class-Wide Offices

1. Each voting student may cast as many votes as there are positions available, both in the General Election and in the Run-Off Election (if necessary).
2. For class-wide offices, any candidate receiving more than half as many votes as there are ballots returned is elected without a runoff. For example:
  - A. If two positions are available for class senators, then each voting student will have two votes.
3. No cumulative voting is allowed (i.e.: voting for the same candidate more than once is not allowed).
4. The two with the highest vote totals shall be declared the winners in an election for two class-wide offices if there are four or fewer candidates seeking election.
5. Runoff candidates will consist of those not receiving a majority of ballots in the first round, up to a number double the number of positions still available; if the number of candidates is fewer than double the number of positions available, all remaining candidates will appear. For example:
  - A. If no candidate receives a majority of the votes cast, and there are four positions available, the four candidates with the highest vote totals in the run-off would be elected, regardless of the number of votes.
  - B. If 100 students cast ballots for two positions, a maximum of 200 votes exist. The two candidates who receive over 50 votes win the race without a runoff. If more than two candidates receive more than 50 votes, the candidate with the greatest number of votes is elected and a run-off is held for the second position among the remaining candidates with over 50 votes. Thus, plurality would be sufficient to be elected.
6. If there is a tie for the last position (for election), those candidates will have a runoff.
7. Structure of Class-Wide Election Runoffs:
  - A. After the initial election, those candidates not receiving a majority of ballots cast, up to double the amount of open positions, will be entered into runoff in descending order of percentage ballots received.
  - B. Positions will be filled using votes received during the runoff, in descending order of percentage of total ballots received.
  - C. For example: Candidates A, B, C, D, E, F, G, and H run for Class Senator, for which there are four slots. In the initial election, A receives 51% of the vote, B receives 20%, C receives 10%, D receives 9%, E gets 5%, F gets 3%, G gets 1%, and H gets 1%. A is elected to the first slot automatically having received over 50% of the votes, and candidates B, C, D, E, F, and G will proceed to a runoff for the remaining 3 positions (3 open positions x 2 = 6 spots in runoff). In runoff, B gets 30% of vote, C gets 20%, D gets 20%, and E gets 15%. The remaining candidates split remaining percentages. Since B, C, and D got the largest pluralities, they are elected to the final three positions, and all four positions are now filled.
  - D. If a tie arises in the runoff election, the Elections Committee has the discretion to call for another run-off election involving only the tied candidates.

## **VII. LAW SCHOOL ORGANIZATION GUIDELINES**

- a. The SBA Treasurer shall use these guidelines when he or she allocates the annual budget amongst organizations. The Senate shall also use these guidelines when it considers groups for funding and votes on the annual budget.

- b. The SBA Senate shall only fund those groups or organizations that are designated SBA “recognized” groups or organizations.
  - i. An SBA “recognized” group or organization must only have in its membership law students law professors, and/or law faculty advisors (i.e. no non-law student members).
  - ii. In order to be deemed an SBA “recognized” group or organization, the group or organization must accept and abide by the annual guidelines set forth in sub-section N. of this Section. The SBA Treasurer is to promulgate a list of the recognized groups to the SBA Senate.
  - iii. In order to be deemed an SBA “recognized” group or organization, all officer positions of the organization, elected or not elected by the organization, must be held by an SBA Dues-Paying Member.
- c. The SBA Senate shall seek to fund those projects that could have a high appeal to the majority of the Law School student body.
- d. The SBA shall only recognize those groups for funding purposes, which have a law- related purpose, meet all criteria set forth in the SBA Constitution and Bylaws, and have as their main goal, the improvement of legal education or maintaining the high standard of legal education.
- e. Funded groups must not be in violation of any of the University of Alabama procedure for chartering groups.
- f. Any group or organization found to have funneled SBA funds to any outside group not included in this direction or used SBA funds for purposes other than those herein stated, shall have forfeited their rights to funding until such time as the SBA Senate shall again deem the group to be “recognized.”
- g. By virtue of their respective offices, each organization president shall be a voting member of the Law School Council of Presidents, as long as their respective organization follows the Annual Organization Guidelines as provided in these Bylaws.
- h. No organization may send school-wide e-mails to events not open to all students. A message to a distribution list of all eligible members is allowed.
- i. Students graduating in December may not serve as an organization president during the year that student is to graduate.
- j. A student may not concurrently serve as President of more than one student organization.
- k. Annual Organization Guidelines**
  - i. Organization Presidents must provide the SBA Treasurer with an updated copy of his or her organization’s Constitution and Bylaws by April 5th of each year. If a copy of the organization’s Constitution and Bylaws are on file and no amendments have been made to either, a letter signed by the incoming organization president stating that no amendments were made to the documents shall be sufficient for this requirement.
  - ii. Organizations must elect officers for the following year before April 15th. An organization must only elect officers that are SBA Dues-Paying Members to remain a “recognized” organization. Organizations may check with the Secretary or Treasurer to determine if students running for officer positions are SBA Dues-Paying Members. The outgoing President of an organization is charged with the responsibility of informing the SBA Treasurer for the following year of the name of the organization’s new President.
  - iii. Organization Presidents must submit to the SBA Treasurer an updated official University of Alabama Office of Student Life list of officers for the following school year by the last day of classes in the spring semester. The form shall be made available from the SBA Treasurer and upon completion delivered to the University of Alabama Office Student Life by the SBA Treasurer.
  - iv. To be eligible for an SBA funding allocation and deemed a “recognized” organization, organizations must provide the SBA Treasurer with a proposed budget for the following year, formulated within the guidelines listed below, by April 20th of each year.

1. Each budget must be as specific as possible.
  2. Budgets may not include amounts for food and beverages for regular meetings. Regular meetings include organization meetings open only to organization members, or without a non-law student speaker or presentation. Food and beverages may be included in amounts for annual banquets or special occasions where such is necessary.
  3. Each organization is limited to \$200 per year for travel expenses related to a regional convention and \$400 per year for travel expenses related to a national convention.
  4. Cash awards and scholarships are not eligible for funding.
  5. Awards, other than those presented at Awards Day during Law Week, are not eligible for funding.
  6. Expenses for postage, printing, and supplies are generally funded.
  7. Each officer of the organization must be an SBA-Dues Paying Member. The SBA Treasurer may withdraw an organization's funding for the year if an officer of the organization is a Student Not in Good Standing. If an officer becomes a Student Not in Good Standing after the organization's elections, the Treasurer may also withdraw the organization's funding for the year, unless and until an SBA Dues-Paying Member holds that organization's officer position.
- v. Organizations must use their SBA funding allocation by April 10th of each year or forfeit any remaining balance to the SBA thereafter. SBA funding allocations are only available from October 1 of the budget submission year through April 10 of the following year.
- vi. Organizations not complying with this subsection shall have their "recognized" status suspended for one fiscal year, or until the provisions of this subsection are attained.
1. Organization Awards
    - A. Organizations may sponsor awards to be distributed during the annual Law Week Awards Day.
    - B. The President of each respective law school organization shall present the award being sponsored by his or her organization.
    - C. Elected officers for the current academic year of an organization are not eligible to receive the award sponsored by the organization they serve.
    - D. Organizations sponsoring awards must provide a list of eligible students for each respective ward to every student eligible to vote or nominate students for any award. If the eligible students constitute an entire class, such a designation may be used only if accompanied by a list of those students (organization officers) not eligible for the award.

### VIII. SPECIAL PURCHASES

- a. Goods and services not covered in the SBA budget and costing over \$50 must be approved by the Student Bar Association Senate before purchase.
- b. Gifts for Students and Students' Family for Sickness/Death**
  - i. An appropriate gift or donation to be determined by the SBA Senate shall be purchased for the family of a student who has experienced a death in the immediate family or for a student who has been admitted for treatment in a hospital or experienced an injury that required treatment in a hospital.
  - ii. Such a gift or donation shall not exceed \$25.
  - iii. For purposes of this subsection, a student's immediate family shall include the student's spouse, child, mother, father, or sibling.

- iv. A sympathy card shall be sent to the family on behalf of the SBA for any other family member's death.
- v. Hospitalization of a student's relative other than the student's spouse or child does not constitute an occasion for disbursement of SBA funds.

**c. Gifts for Individuals in Recognition and for Appreciation**

- i. An appropriate gift or donation to be determined by the SBA Senate shall be purchased for an individual when the SBA Senate determines such a gift is in order. (i.e.: retirement of a professor, exceptional performance of a committee chairperson, etc.).
- ii. Such a gift or donation shall not exceed \$50.

**IX. SBA EXECUTIVE OFFICES**

- a. The office space assigned to the Student Bar Association by the law school shall be used exclusively for SBA business.
- b. Only SBA Executive Officers shall be assigned keys to the SBA office. Graduating 3L Executive Officers and 2L Executive officers who do not seek or are not elected to an executive office must relinquish assigned office keys immediately upon installation of new officers.

**X. SOCIAL MEDIA**

- a. The Student Bar Association may create social media accounts, groups, and pages to better facilitate sharing information with the students and helping the students communicate with each other.
- b. Facebook – Bama Law SBA**
  - i. The purpose of the “Bama Law SBA” Facebook group is to serve as a forum for law students to communicate with each other. Members should strive to act professionally and courteously when posting and commenting in Bama Law SBA.
  - ii. Membership is limited to current law students who are in good standing with the SBA and are SBA Dues-Paying Members.
    - 1. The SBA Treasurer shall be responsible for adding and approving new students to the group after confirming that the student has paid their SBA dues.
    - 2. At their discretion, the SBA Executive Officers may choose to admit the spouse of a current student who is in good standing with SBA, if that student does not have a Facebook account. The spouse's account shall be treated as the student's account under these bylaws.
    - 3. The SBA Executive Officers shall be responsible for removing members who are no longer current students due to graduation or withdrawal.
      - A. May graduates shall be removed after the next July Bar Exam.
      - B. December graduates shall be removed after the next February Bar Exam.
      - C. Members who withdraw from the University of Alabama School of Law shall be removed after the next Bar Exam following their withdrawal.
  - iii. The SBA Executive Officers shall serve as the Administrators of Bama Law SBA. Their role as administrators is to monitor and limit membership to current students who are in good standing with the Student Bar Association.
    - 1. The SBA Executive Officers may only remove a member's post or comment, without that member's permission, if the post or comment threatens a person; encourages or promotes illegal activity; or is in violation of any law, the Student Bar Association Constitution, these Student Bar Association Bylaws, the University of Alabama Student Code of Conduct, or the University of Alabama School of Law Honor Code.
- c. Instagram – @bamalawsba**

- i. The purpose of the Instagram page is to share information with the public regarding SBA news and events.
- ii. The SBA President shall appoint an SBA Executive Officer or SBA Senator to maintain the Instagram account.

#### **XI. AMENDMENTS**

- a. Amendments to these Bylaws may be proposed by any Student Bar Association Executive Officer or Senator.
- b. Amendments to these Bylaws shall be incorporated into the text of the Bylaws by majority vote of the Senate.

#### **XII. SOURCE COMPLIANCE**

- a. Membership in registered student organizations shall be open to all students of The University of Alabama, without regard to race, religion, sex, ability status, national origin, color, age, gender identity, gender expression, sexual identity, or veteran status except in cases of designated fraternal organizations exempted by federal law from Title IX regulations concerning discrimination on the basis of sex.

#### **XIII. SEVERABILITY**

- a. Any bylaws conflicting with provisions of the SBA Constitution shall be null to the extent that they conflict with the SBA Constitution.
- b. If any part of these By-Laws is to any extent invalid, illegal, or incapable of being enforced, or goes against the UA Law Handbook, Constitution of the Student Bar Association of the University of Alabama School of Law, or University or School of Law Rules and Regulations such part shall be excluded only to the extent of such invalidity, illegality, or unenforceability; all other parts hereof shall remain in full force and effect.

#### Versioning

\* Revised, by a majority vote of the Student Bar Association Senate, July 13, 2019.

\* Last revised by unanimous vote of the Student Bar Association Senate, August 24, 2021, to update and modify Election Procedure Rules.