MS. JD BYLAWS

Article I-Name of Organization
Ms. JD is the formal name of this organization. The National Women Law Students’ Organization is a subsidiary commission of the national chapter of Ms. JD

Article II-Purpose
Ms. JD is a nonprofit, nonpartisan organization dedicated to the success of women in law school and the legal profession. Ms. JD seeks to support and improve the experiences of women law students and lawyers. Obstacles to equal participation hinder not only women in the law, but also their colleagues, clients, children, and communities. Ms. JD consequently strives to give voice to why it matters that women continue to overcome barriers to achieve gender parity in the legal profession. In doing so, Ms. JD spreads the word: women's victories are everyone's victories. Ms. JD at UC Hastings agrees to comply with the Policies and Regulations Applying to College Activities, Organizations, and Students.

Article III-Membership
Section 1. Any full-time student at UC Hastings, College of the law may become a member of Ms. JD.
Section 2. Policy on Nondiscrimination
(a) Pursuant to UC Hastings College of the Law Nondiscrimination Policy, Ms. JD at UC Hastings shall not discriminate on the basis of race, color, religion, national origin, ancestry, disability, age, sex, or sexual orientation.

Article IV-Officers
Section 1. Ms. JD shall have an executive board of four officers.
Section 2. The executive board officers shall consist of a President, Vice-President, Treasurer, and Outreach/Development Coordinator.
Section 3. These officers shall perform the duties prescribed by the bylaws and by the parliamentary authority adopted by this organization.
Section 4. Executive board officers shall be elected each year during the month of March.
(a) Only second and third year Ms. JD at UC Hastings members who have been registered members in good standing for at least one academic semester are eligible to hold office on the executive board or special committees.
(b) Elections shall be administered by the current executive board.
(c) Officers will be elected by a simple majority of registered Ms. JD at UC Hastings member votes.
   (1) To be considered a registered member and obtain eligibility for voting in executive board officer elections an individual must be on the formal registry Ms. JD at UC Hastings members and have attended no fewer than 3 general meetings during the academic year.
(d) Any tie shall be settled by a run-off between the executive officer candidates receiving the largest proportion of the votes in the initial tally.
Section 5. The executive board shall serve for a period of one term.
   (a) A term is 11 months, to commence on the last day of classes and terminate one month
       prior to the last day of classes the following year. There is a mandatory transition period
       between the end of the previous officers' terms and the start of the officer-elects' terms
       (generally March 1-April 1).
   (b) During the one month transition period, the incumbent officers shall share their
       knowledge, experience, and information about ongoing projects. Both incumbent and
       incoming board members shall attend executive board and general meetings during such
       a transition period.

Section 6. Executive board officers shall be removed upon unexcused absence at 2 or more
   executive board meetings.
   (a) Excuseability of absences shall be determined by a vote of the executive board.

Section 7. No member shall hold more than one office at a time. No member shall be eligible to
   serve more than one term in a consecutive office.

Section 8. If the office of the president shall become vacant for any reason, the vice-president
   shall fill that office for the remainder of the term. If any other executive board position, besides
   the position of president, shall become vacant, that office shall be filled by appointment by the
   president for the remainder of the term.

Section 9. At the discretion of the President, special committees may be formed to administer
   Ms. JD programming and fulfill the mission of Ms. JD as an organization.
   (a) The president shall vest the committee with any necessary authority to complete its
       designated tasks.
   (b) The vice-president shall appoint the chair of the special committee, subject to veto by
       a simple majority of registered Ms. JD members.

Article V-Duties of Officers

Section 1. The President is in charge of setting the agenda for the academic year. It is up to the
   President to develop a broad strategy and ideas for fulfilling the mission of Ms. JD throughout
   the President's term. The President is tasked with seeing that other executive board members and
   special committees fulfill their duties and obligations throughout the year.

Section 2. The treasurer shall ensure that Ms. JD at UC Hastings remains in good financial
   standing with the University and any donors or financial institutions. The treasurer shall
   maintain accurate records of incoming and outgoing funds, the status of funds at fiscal services,
   and any financial transactions relating to ASUCH and the reimbursement of expenses. The
   treasurer shall provide a monthly report on the financial standing of the organization to the
   executive board. The treasurer shall timely submit budget requests and resolutions to ASUCH
   during each academic semester. Proposed budgets and funding resolutions must be submitted to
   the executive board no later than two weeks in advance of the budget or resolution deadline.
   Proposed budgets and funding must be approved by 3/4 of the executive board.
   (a) The report shall contain the current account balance of the organization, assets,
       liabilities, and any financial matters requiring resolution or follow-up by the executive
       board.
Section 3. The Vice-President shall assist the President in fulfilling duties, and is essential in providing counsel and advice to the board, and to setting the tone and goals for the academic year. The Vice-President shall be in charge of calling and administering general meetings of the Ms. JD members.

Section 4. The Outreach/Development Coordinator (ODC) is responsible for actively raising funds for Ms. JD, and for generating and maintaining relationships with community partners, alumni, and other Ms. JD chapters. The ODC is responsible for ensuring there are adequate networking opportunities, and adequate joint programming with other local and national Ms. JD chapters. The ODC shall carry out programming and, along with the treasurer, ensure there is sufficient funding to carry out such programming, and actively seek out funds where there is insufficient funding.

Article VI-Meetings
Section 1. There shall be no fewer than 3 general meetings each academic semester.
Section 2. Attendance shall be taken and recorded by the Vice President at each meeting unless the Vice President is absent, whereby another member of the executive board shall take attendance.
Section 3. Meeting times shall be assessed each semester, and shall be determined based on a survey of Ms. JD registered member and executive board availability.
Section 4. Meetings need not occur by rote, but rather, should be called where there is organizational business and a need to confer.
Section 5. The president shall preside over all Ms. JD general meetings.

Article VII-Parliamentary Authority
Section 1. The rules contained in the current edition of Robert’s Rules of Order Newly Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the organization may adopt.

Article VIII-Amendment of Bylaws
Section 1. These bylaws can be amended at any regular meeting of Ms. JD by a two-thirds (2/3) vote of registered Ms. JD members, provided that the amendment has been submitted in writing to the Vice-President, and distributed to the executive board, no fewer than 2 weeks in advance of the regular meeting where the amendment will be presented and voted on.