MISSION STATEMENT

La Raza Law Students Association ("La Raza") is an interethnic, multicultural law student group at UC Hastings College of the Law ("Hastings") dedicated to promoting diversity in the law school classroom and the legal profession. As an organization, La Raza finds its strength in the diversity and dedication of its members. Though, individually, we have different backgrounds and perspectives, collectively, we share the same vision of success for Latin@s in the legal community and other professions or areas of academia. Together we aim to recognize our privileges and use them in meaningful ways in order to challenge the oppression, and complacency in ourselves, our communities, and established institutions!

ARTICLE I

GOALS AND OBJECTIVES

Given our purpose, La Raza is committed to achieving the following objectives at Hastings:

1. Establishing a sense of community among all students on campus through La Raza’s academic, cultural, political, and social events.

2. Promoting academic, cultural, political, and social awareness within La Raza and the Hastings community.

3. Integrating La Raza students in the decision-making process at Hastings to have a meaningful impact on policies that affect La Raza and all students.

4. Creating academic, cultural, political, and social traditions for La Raza and the Hastings community.

5. Developing competent La Raza attorneys to increase multi-cultural representation in the legal community in order to aid our respective communities through effective legal representation and leadership.

6. Cultivating relationships with other organizations, on and off campus, to foster a stronger community of lawyers.

7. Sustaining a viable and supportive La Raza alumni network.
ARTICLE II
ANTI-DISCRIMINATION

It is the policy of La Raza not to discriminate on the basis of race, color, religion, national origin, ancestry, age, sex, sexual orientation, or disability. This clause shall not be interpreted in any way to conflict with the goals and objectives of La Raza as outlined in Article I. This clause will follow Hastings' anti-discrimination policy.

ARTICLE III
MEMBERSHIP

1. La Raza encompasses all students at Hastings who:
   a. Are interested in promoting the goals and objectives of La Raza;
   b. Pay dues to La Raza on a timely basis;
   c. Attend La Raza meetings regularly;
   d. Participate in La Raza committee work;
   e. Support La Raza sponsored-events; and
   f. Join La Raza's listserv.

2. Honorary membership may be conferred by the General La Raza body (“General Body”), upon the approval of the La Raza Board (“Board”), to individuals who are not Hastings law students as a gesture of appreciation of such individual's contribution to La Raza.

ARTICLE IV
DUES

Dues shall only apply to Second-Year and Third-Year students. The Treasurer, according to the financial situation of the individual, will determine payment timelines. The Treasurer shall submit a report to the Secretary confirming who is in compliance with this provision.

ARTICLE V
AUTHORITY TO REPRESENT THE ASSOCIATION

The Board may appoint members as official representatives and/or spokespersons of La Raza to academic, cultural, political, and social functions as deemed necessary. In case of an
emergency, the Co-Presidents may appoint members as official representatives and/or spokespersons.

ARTICLE VI

ELECTIONS

1. La Raza shall make good faith efforts to encourage and develop viable leadership among La Raza members.

2. Preliminary Procedures and Rules:

   a. The Internal Vice President shall be in charge of planning and executing all of La Raza’s elections along with the assistance of an impartial supervisor.

   b. The Internal Vice President shall circulate the rules, procedures, and pertinent dates for the election process to the Board no later than fifty-five days prior to the last day of instruction of the spring semester or by the fourth-to-last General Meeting of the spring semester. The Board will then review and approve the aforementioned election materials. Once approved, the Internal Vice President will provide the election materials to the impartial supervisor. The Internal Vice President shall copy the Secretary on all electronic exchanges of information with the Board and Impartial Supervisor. The Internal Vice President shall also update the Secretary of written and verbal exchanges of information.

   c. The nominations for Board positions (excluding First-Year Representatives) will be conducted no later than thirty-six days prior to the last day of instruction of the spring semester or by the third-to-last General Meeting.

   d. The Internal Vice President shall announce the names of the nominees by the third-to-last General Meeting via e-mail to the General Body through the La Raza Listserv.

   e. Elections for Board Officers (excluding First-Year Representatives) will be conducted no later than twenty-two days prior to the last day of instruction or by the second-to-last General Meeting.

   f. These deadlines will ensure at least a two-week period between nominations and elections.

   g. The Board shall appoint an impartial supervisor to oversee the elections to ensure due process. The Co-Presidents shall propose the names of candidates for this role and the Board will then elect the potential supervisor from among the candidates proposed. If a majority of the Board is not satisfied with the list
of candidates proposed by the Co-Presidents, then the Board may also propose candidates.

h. The impartial supervisor shall not have voting rights. The Internal Vice President shall have voting rights pursuant to section three of this Article.

3. Voting Rights

a. Voting rights shall be conferred only upon La Raza members; membership is established pursuant to Article III.

b. The Internal Vice President shall address any questions regarding voting rights until the day prior to the election-day.

c. Any questions regarding voting rights that arise on election-day shall be addressed to the impartial supervisor.

4. Nominations

a. Except for the First-Year Representatives, the elected offices shall be open to the entire Hastings student body. First-Year Representatives must be First-Year students and La Raza members pursuant to Article III.

b. Nominations shall be made solely by La Raza members.

c. The Internal Vice President shall promptly inform the nominees of the nominations. The Internal Vice President shall copy the Secretary on all electronic exchanges of information. The Internal Vice President shall also update the Secretary with written and verbal exchanges of information. The nominee shall accept or decline that nomination via e-mail within five days of notice. Failure to accept via e-mail within the specified period will be deemed a refusal of that nomination.

5. Election Procedures

a. All members who have been conferred voting rights pursuant to section three of this Article shall be entitled to vote for all Board positions (except for the First-Year Representative positions).

b. Prior to the elections, each candidate shall address La Raza’s General Body by delivering a brief speech that includes the following: 1) the candidate’s prior involvement with La Raza, 2) the candidate’s qualifications for the position, 3) the candidate’s interest in becoming an officer, and 4) the candidate’s goals for the coming year.

c. All elections shall be by secret ballot.
d. The Internal Vice President shall count the ballots. The impartial supervisor will observe the Internal Vice President to ensure voting integrity. The impartial supervisor shall count the ballots to verify the Internal Vice President’s count. Immediately after the election, the Internal Vice President shall store the ballots in a secure location within La Raza’s office and maintain a record of the votes.

e. Officers shall be elected by a majority of those voting. In the event that no candidate obtains a majority of the votes, the Internal Vice President will conduct a run-off election. In a run-off election the two individuals obtaining the most votes will participate in a subsequent run-off.

f. The Internal Vice President shall announce the names of the newly elected officers to the General Body within two days of the election via e-mail.

g. All elections, including those of First-Year Representatives, shall have an impartial supervisor. The impartial supervisor shall not have voting rights. The impartial supervisor shall be a La Raza member; membership is established pursuant to Article III. However, no Board Officer shall serve as an impartial supervisor.

6. First-Year Representatives

a. First-Year Representatives shall nominate first-year class members during the fall semester.

b. Elections for First-Year Representatives shall be held within thirty days after the start of the fall semester.

c. The Internal Vice President shall address any questions that arise regarding the First-Year Representative Elections.

7. Endorsements

a. To increase civic engagement, La Raza may support or endorse a candidate for elective office. The Board will accept requests for endorsements, the Board will then vote on which candidates to endorse. A majority of votes will be required to gain endorsement.

b. La Raza may hold a non-partisan activity, public forum, or General Meeting for political candidates to address members of La Raza and answer members’ questions.
c. La Raza may support or endorse a political candidate for elective public office who is not a La Raza member only if said candidate has clearly promoted and supported La Raza’s goals, objectives, and events.

d. La Raza may support or participate in endorsements, activities, or expenditures in opposition or on behalf of legislation, policies, and laws that impact La Raza.

ARTICLE VII

EXECUTIVE BOARD

1. The Executive Board shall be comprised of the following officers:

   a. Two Co-Presidents
   b. One Internal Vice President
   c. One External Vice President
   d. One Treasurer
   e. One Secretary
   f. One Academic Chair
   g. One Communications Chair
   h. One Social Chair
   i. Two Political Chairs
   j. One Admissions Chair
   k. One Fundraising Chair
   l. One Graduation Chair
   m. Two First-Year Representatives

2. Officer Duties

   a. Duties for each Officer shall include:

      i. Serving in this capacity for the full academic year term.
ii. Reading the Bylaws.

iii. Paying dues.

iv. Attending all Board and General Meetings.

1. When an Officer is unable to attend a meeting, that Officer is responsible for notifying the Co-Presidents of their potential absence and reason for their absence via e-mail at least one day in advance.

2. The Officer shall copy the Secretary on these e-mails for recording purposes.

v. Voting on all La Raza proposals.

1. All Board decisions shall require quorum. Quorum will consist of 50% of the Board.

2. There shall be no voting by proxy.

vi. Joining La Raza's listserv and other sources of communication.

vii. Checking e-mail related to La Raza on a regular basis and corresponding within a reasonable period.

viii. Keeping the Board apprised of proposed activities and any other pertinent developments.

ix. Forming a committee as needed and monitoring the production level of respective committee members.

x. Seeking the support, guidance, and assistance of the Co-Presidents.

xi. Performing other duties that may be prescribed by the Board.

xii. Maintaining a record of all pertinent documents including but not limited to notes, correspondence, flyers, contact information, and helpful tips.

xiii. Delivering said record of information in written and/or electronic form to the Secretary before the end of the academic year.

xiv. Making themselves accessible to the General Body.

b. Duties for the Co-Presidents shall include:
i. Representing La Raza’s organizational interests.

ii. Ensuring that Board Officers, including their respective Co-President, are not acting unilaterally.

iii. Attending Hastings and community events as the official spokesperson of La Raza.

iv. Impartially leading the General Body.

v. Providing support to the Board and staying apprised of the Board’s respective activities.

vi. Fostering a sense of community among the Board and the La Raza General Body.

vii. Registering the organization with Student Services at the beginning of the year.

viii. Implementing modified rules of order and conduct.

ix. Coordinating and facilitating the general management of La Raza.

x. Scheduling and facilitating all General and Board meetings. Meetings shall be held regularly according to La Raza’s needs.

xi. Providing the agenda of each General Meeting via e-mail for the Board to review five days prior to each upcoming General Meeting. Provide the agenda of each board meeting at least 3 days prior to each meeting.

xii. Providing the bylaws to all incoming members.

c. Duties for the Internal Vice President shall include:

i. Serving as La Raza’s liaison within the Hastings community. The Internal Vice President shall cultivate relationships with Hastings’ administration, faculty, and other student organizations.

ii. Maintaining a database with contact information of aforementioned groups.

iii. Communicating with La Raza’s faculty advisor.
iv. Coordinating La Raza's participation in DisOrientation, Cultural Week, and any other event proposed by the Hastings Community that meets La Raza's goals and objectives.

v. Developing and implementing mentorship program for La Raza's first-year students alongside Academic Chair.

vi. Maintaining La Raza's office space clean and organized.

vii. Being responsible for coordination of catering for General and Board meetings.

viii. Coordinating the First-Year Representative elections in the fall semester and the General Elections in the spring semester.

d. Duties for the External Vice President shall include:

i. Serving as La Raza's liaison to groups and individuals outside of the Hastings community. The External Vice President shall cultivate relationships with the local community, La Raza's alumni, La Raza associations at other law schools, local legal associations, and national legal associations.

ii. Maintaining a database with contact information of aforementioned groups.

iii. Maintaining La Raza's memberships in local and national legal associations current.

iv. Maintaining a roster of La Raza's alumni and planning activities that will enhance alumni participation in La Raza's various programs pursuant to Hastings' Alumni policy, including but not limited to an annual Alumni Reception. Incorporate specific event after discussing calendar next week.

v. Maintaining a roster of La Raza's other contacts and coordinating activities that will enhance external participation, especially of alumni, in La Raza's various programs pursuant to Hastings' policies.

vi. Coordinating with the Secretary to inform the General Body of professional development opportunities and other pertinent announcements.

e. Duties for the Treasurer shall include:
i. Maintaining and updating La Raza’s financial records, including but not limited to: the ASUCH account, the Fiscal Account, the Reyes fund, and petty cash.

ii. Preparing La Raza’s budget within fourteen days after assuming the duties as Treasurer.

iii. Informing the Board, at each Board meeting and upon request, of La Raza’s financial status.

iv. Representing La Raza at ASUCH’s fall and spring budget Hearings by proposing a budget to be approved by the Board, and attending said Hearings.

v. Setting the amount for dues, ensuring the members are informed of dues, and collecting said dues from second- and third-year members.

vi. Work with one of the Co-Presidents to ensure accuracy of budget dealings with ASUCH.

vii. Processing reimbursements for La Raza members.

f. Duties for the Secretary shall include:

i. Taking minutes at all La Raza General and Board Meetings. The Secretary shall ensure that the minutes accurately reflect the topics of discussion and the count of any votes taken.

ii. Tracking the quorum status and informing the Board of the status as necessary.

iii. Maintaining a record of all minutes and correspondence.

iv. Maintaining a record of members’ attendance by providing and collecting a sign-up sheet at each General Meeting.

v. Establishing and maintaining a record of La Raza’s events.

vi. Maintaining and updating a membership roster with contact information. The Secretary shall update the listserv according to the current roster.

vii. Regularly checking whether any members are missing from the roster. The Secretary shall make this announcement during General Meetings and post announcement to relevant La Raza internet sources.
viii. E-mailing a digest of announcements to La Raza listserv on a weekly basis. The Secretary should contact all Chairs to ensure their events, activities and other important items are announced through the digest.

ix. Collecting and compiling materials and information from existing Officers and then distributing said materials and information to newly elected Officers at the last General Meeting of the spring semester.

g. Duties for the Academic Chair

i. Planning a symposium centered on issues pertinent to La Raza members.

ii. Seeking and posting scholarship opportunities for all La Raza members.

iii. Facilitating access to Academic Support programs for all La Raza members.

iv. Establishing and maintaining a current academic resource library for La Raza members.

v. Coordinating with the Secretary to inform the General Body of academic support opportunities, scholarships, and other pertinent announcements.

vi. Developing and implementing mentorship program for La Raza's first-year students alongside Internal Vice President.

h. Duties for the Communications Chair shall include:

i. Updating La Raza's contact information on the Hastings' website by coordinating with the Director of Student Services.

ii. Maintaining La Raza's bulletin board. The Communications Chair shall post current photos of La Raza members and events on said board. Permission of individuals in photos should be obtained before posting.

iii. Maintaining La Raza Facebook page by posting announcements and current photos according to the policies of Hastings and the California Bar Association. A reasonable effort should be made to obtain permission of individuals in photos before posting.

iv. Informing Student Services regarding upcoming La Raza meetings to be posted in weekly updates to the Hastings community.
v. Maintaining a file of all photos taken throughout the year to be utilized by any other Chairs for other La Raza-related activities.

vi. Coordinating selection, purchase, and distribution of La Raza merchandise and promotional material.

i. Duties for the Social Chair shall include:

   i. Planning and executing La Raza’s cultural and social activities.

   ii. Announcing and promoting said activities to La Raza members.

   iii. Communicating with other Chairs to synchronize all of La Raza’s activities and events.

j. Duties for the Two Political Chairs shall include:

   i. Acting as the official La Raza representative in matters relating to Diversity Outreach Day (“DOD”) and Day at Law School (“D@LS”).

   ii. Securing funding for aforementioned events by working with Fundraising Chair.

   iii. Promoting aforementioned events.

k. Admissions Chair

   i. Serving as La Raza’s liaison between Hastings’ LEOP Director, Hastings’ Admissions Office, the ASUCH President, and ASUCH’s Admissions Committee representatives. The Admissions Chair shall cultivate relationships with said entities.

   ii. Maintaining a database with contact information of aforementioned entities.

   iii. Communicating with said entities within ten (10) days after the start of the fall semester or immediately thereafter. If an ASUCH Admissions Committee has not been formed within the ten-day period, the Admissions Chair shall maintain contact with the ASUCH President until the committee is formed.

   iv. Serving on the LEOP Admissions Committee.

   v. Attending all ASUCH meetings to report any Admissions-related issues or events pertinent to La Raza’s interests to the Board.
vi. Attending all ASUCH Admissions Committee meetings.

vii. Developing the necessary relationships to understand Hastings’ criteria for admissions.

viii. Preparing a final report on Hastings' admissions demographic data of incoming students that includes the following: race/ethnicity, G.P.A.'s, LSAT scores, financial status, and other pertinent admissions data. Report must be completed before the inauguration of the newly-elected Board.

ix. Developing a strategy to increase the admissions rates of potential La Raza students.

I. Duties for the Fundraising Chair shall include:

i. Planning, developing, and coordinating fundraising events and activities as needed. The Fundraising Chair shall plan at least one fundraiser during the summer prior to the first day of instruction.

ii. Working with ASUCH Director of Community Affairs to coordinate La Raza’s preferred dates for Beer on the Beach (on or around September 16th to promote El Grito event during the fall semester and another during the spring semester).

iii. Working closely with other Board Officers to ensure success of all fundraisers.

iv. Working with Communications Chair to promote fundraising events.

m. Duties for the Graduation Chair shall include:

i. Consulting with La Raza’s third-year members to determine the scope of the class’ graduation celebration (generally held the Saturday before Commencement).

ii. Securing funding for said event by working with Fundraising Chair.

iii. Securing the participation of the First-Year Representatives and at least two second-year members to assist throughout the graduation planning and to run the graduation on the day of the graduation.

n. Duties for the First-Year Representatives shall include:

i. Serving as liaisons between La Raza's first-year class, the Board, and the general Hastings' community.
ii. Encouraging first-year members to participate in La Raza activities.

iii. Promoting La Raza activities among first-year students by posting announcements pursuant to Hastings’ policies.

iv. Participating in La Raza’s Graduation.

**ARTICLE VIII**

**MEETINGS**

1. General Meetings shall be held bi-weekly during a dead hour.

2. General Meetings may be cancelled at the Board’s discretion.

3. All members shall sign the attendance sheet provided by the Secretary.

4. The Co-Presidents shall announce the agenda at the start of the meeting.

5. The Co-Presidents shall facilitate all General and Board Meetings.

6. The General Meetings shall proceed according to the agenda.

7. Quorum will be presumed during the course of a General Meeting. However, any member may request a quorum count to vote on any issue. Quorum consists of 50% of the General Body.

**ARTICLE IX**

**ASSUMPTION OF DUTIES**

1. The existing Board Officers shall transition the newly-elected Officers into their roles at the last General Meeting of the spring semester.

2. The newly-elected Officers shall assume their duties and responsibilities after the transition.

3. The newly-elected Officers shall read the Bylaws.

**ARTICLE X**

**RESIGNATIONS**
1. If an officer cannot continue in her or his office, that Officer shall submit a written resignation to the existing Board. All resignations shall also be electronically communicated to the Secretary.

2. The Internal Vice President shall inform the General Body of the resignation within five days of receiving the written resignation.

3. The Co-Presidents shall immediately nominate candidates to fill the vacancy and then the Board shall elect the Officer from the list of nominees. If a majority of the Board is not satisfied with the selection of candidates, the Board may also propose candidates.

ARTICLE XI

IMPEACHMENT AND EXPULSION PROCEEDINGS

1. The power to impeach or expel shall remain exclusively within the discretion of the General Body.

2. Any member of La Raza may be impeached or expelled for the following reasons:
   a. Violation of this Constitution.
   b. Misappropriation of La Raza funds.
   c. Neglecting the duties of an office.
   d. Defaming, embarrassing, or subjecting La Raza to undue criticism.
   e. Unauthorized use of La Raza's name, logo, letterhead or Board position.
   f. Any other conduct or activity that damages La Raza in any way.

3. A two-thirds majority of the General Body shall be required to impeach or expel a member.

4. Only La Raza members may make a motion to impeach or expel another member.

5. This motion may be exercised at any General Meeting. The motion shall specify the justification(s) for such action.

6. Any individual subject to impeachment or expulsion shall have the right to be heard.

7. If an Officer is impeached under this section, the Co-Presidents shall immediately nominate candidates to fill the vacancy and then the Board shall elect the Officer
from the list of nominees. If a majority of the Board is not satisfied with the selection of candidates, the Board may also propose candidates.

8. If one Co-President is impeached then the remaining President shall nominate candidates to fill the vacancy and then the Board will elect the Co-President from the list of nominees. If a majority of the Board is not satisfied with the selection of candidates, the Board may also propose candidates.

9. If both Co-Presidents are impeached then those Offices shall be filled through an election conducted by the Internal Vice President according to Article VIII.

**ARTICLE XII**

**SUMMER DUTIES**

1. The Secretary shall post the names and e-mail addresses of the incoming Board for the General Body by the last General Meeting of the spring semester.

2. The Secretary shall collect the names and contact information of the incoming Board Officers and distribute all information to the other members before the last General Meeting of the spring semester.

3. The new Board shall conduct all of La Raza’s general business during the summer. The Board shall have the power to make decisions on any matters concerning La Raza that require immediate action.

4. It is further understood that any business within the purview of the Board may be conducted if a quorum of the Board’s vote is obtained. Voting may be conducted electronically.

**ARTICLE XIII**

**AMENDMENTS TO THIS CONSTITUTION**

1. Any member may propose amendment(s) to this Constitution by bringing it to the Board.

2. Quorum is required to affect an amendment.

3. A proposed amendment shall be voted upon only after a notice of at least two weeks given to the General Body.

4. This Constitution was amended during the Summer of 2010 and ratified during the Spring of 2011.