

Barry University Alumni Association – Law School Chapter Constitution and Bylaws

Constitution

Article One – Name

The name of the organization shall be: The Barry University Alumni Association – Law School Chapter with the principal place of business Orlando Florida, County of Orange, State of Florida.

Article Two – Purpose

The purpose of this Chapter is to promote the interests of Barry University Dwayne O. Andreas School of Law (hereinafter, the “Law School”), to engage alumni and establish mutually beneficial relations between the Law School and its alumni, and to help support the Law School for scholarships or any general need of the University.

To promote the continued academic and professional development of the Law School alumni, students, and faculty.

The Chapter shall be subject to the policies of and general supervision of the Board of Directors of Barry University Alumni Association and the Dean of the School of Law.

Article Three – Membership

Section 1

Those eligible for membership in the Barry University Alumni Association – Law School Chapter shall include:

- (a) All persons who have graduated from the Law School. Such individuals are considered regular members of the Chapter.

- (b) All active and emeritus members of the faculty of the Law School, any person who received an honorary degree from the Law School and all administrative officers of the Law School are honorary members of the Chapter.

- (c) Only those who have received a J.D. degree from Barry University of Orlando School of Law or from Barry University Dwayne O. Andreas School of Law may vote.

Section 2

The Executive Committee shall endeavor to protect the name of Barry University Alumni Association – Law School Chapter from misuse and shall take all action which may be deemed advisable to that end.

Section 3

The Alumni Chapter Membership list is for the use of the Alumni Chapter only and cannot be used for promotion of any activity unrelated to the Alumni Chapter. It shall not be used for personal gain or made available for commercial or solicitation purposes.

Section 4

Members, and the Law School Chapter Executive Committee in particular, are encouraged to participate in the Annual Fund.

Article Four – Officers

Section 1

The officers of the Chapter shall consist of a President, Vice-President, Secretary and Executive Officer to the Bar.

Section 2

Elections shall be held annually.

Section 3

Each officer shall be elected for a one-year term; however an officer may serve in a particular position for more than one year if so elected. The maximum consecutive terms of office shall not exceed two full terms of one year.

Section 4

The President is the chief executive of the Chapter. The President shall appoint all committees; appoint representatives and delegate responsibilities not otherwise provided for or ordered by the Chapter; coordinate the activities of all committees and serve as an ex-officio member of all committees; serve as the official representative of the Chapter or delegate an official representative as necessary and appropriate; ensure that the programs and policies of the Chapter are carried out; call special meetings of the Chapter; preside at all meetings of the Chapter, announcing the business before the Chapter in its

proper order and the result of each vote. In the event of any tie vote, the vote of the President shall determine the outcome.

Section 5

The Vice-President shall have all the duties and powers of the presidency in the absence of the President, shall assist in additional duties as directed by the President, and shall serve as the chairperson of the Membership and Development Committee.

Section 6

The Secretary shall keep accurate records of all proceedings of the Chapter; carefully preserve all official records and documents; keep the Constitution and By-Laws, amendments and resolutions in good order and up to date; check for duplication and conflict among the same; conduct and maintain accurate records of the official correspondence of the Chapter; notify each member of meetings; and maintain the official membership list of the Chapter for this purpose. The Office of Institutional Advancement shall keep a complete copy of all records, furnished by the Secretary on an ongoing basis, and shall assist with meeting notification.

Section 7

The Executive Officer to the Bar would be the Law Schools Alumni Chapter liaison to the Orange County Bar Association, the Florida Bar Association, and the American Bar Association. This individual would have the responsibility of keeping these Bar associations up to date on the Alumni Chapters activities.

Section 8

The Executive Committee shall have the authority to establish guidelines and standards of performance for all officers. No member shall be eligible to serve as an Officer or a member of the Executive Committee if he or she holds any personal or professional interest which conflicts with an interest of the Law School or the University or represents any interest adverse to the interests of the Law School or the University.

Article Five – The Alumni Chapter Executive Committee

The Executive Committee shall consist of all Officers of the Chapter, as stipulated in Article IV, Section 1; Chairpersons of any Standing or Ad-hoc Committees; and two elected members-at-large from the general membership of the Chapter, one of whom will be elected annually for a two-year term.

Article Six – Meetings

The Chapter shall meet three times annually and/or under such provisions as set forth in the By-Laws.

Article Seven – Amendment

These articles may be amended at any regular meeting of the Chapter by two-thirds (2/3) majority of the membership present who have the right to vote as set forth above in Article 1, Section 3, subsection C.

Article Eight – Dissolution

The Chapter may be dissolved by a majority of the votes cast by members in good standing. Upon dissolution, the assets of the Chapter shall be conveyed to Barry University School of Law. In no event shall all or any part of the assets or income of the Chapter inure to the benefits of the members.

BYLAWS

Article 1 – Meetings

- Section 1. Election Meeting: The November meeting of the Chapter shall be held in the Orlando area for the election of officers and for the transaction of business. The slate of candidates for election must be submitted to the Office of Institutional Advancement at least fourteen (14) days prior to the scheduled meeting date for consultation and approval.
- Section 2. Special Meetings: a special meeting of the Chapter may be called by a majority of the Officers, by the Alumni Chapter Executive Board, or by the Board of Directors of the Barry University Alumni Association. Such a request shall be in writing and shall state the time, place, and purpose of the meeting. No other business shall be transacted.
- Section 3. Notice: Notice of time and place of all election and special meetings shall be emailed by the Office of Institutional Advancement at the Law School or a designee thereof, or shall be published in any appropriate publication with general circulation to the Alumni. Such notification shall be mailed not less than thirty days prior to said meeting.
- Section 4. Quorum: Those members present at any meeting of the Chapter or of the Officers shall constitute a quorum.
- Section 5. Voting: All questions at all meetings shall be determined by a majority vote of the members present.

Article II – Officers

- Section 1. Designation: The officers of this Chapter shall be a President, Vice President, Secretary and Executive Officer to the Bar.
- Section 2. Qualifications: Each officer must be a member of the Barry University Alumni Association – Law School Chapter and be in agreement with the objectives of the Chapter. Each Officer must meet the requirements set forth in Article IV, Section 3 of the Constitution of the Law School Chapter.
- At any time, the Dean of the Law School, in consultation with the Barry University Alumni Association Board of Directors, may remove any Officer or Executive Committee member for any one of the following reasons: (i) failure to attend two consecutive board meetings, (ii) conduct which is unbecoming a member of the Law School Chapter or which bears adversely upon the Chapter or on Barry Law School, or (iii) failure to fulfill the duties and responsibilities of his or her position.
- Section 3. Election: Immediately following the November meeting, there shall be a meeting of the Alumni Chapter Executive Board to elect officers of the ensuing year.
- Section 4. Term of Office: Each officer shall be elected for a term of one year, and shall hold office until their successor is duly elected and qualified.
- Section 5. Vacancies: When an office becomes vacant, the Alumni Chapter Executive Board shall elect a successor to fill the unexpired term.
- Section 6. Duties of Officers: The duties and powers of the officers of the Chapter shall be as follows:

PRESIDENT

- (a) Shall preside at all meetings of the Alumni Chapter Executive Board and members and serve as an ex-officio member of committees established under the Bylaws;
- (b) Shall present at each November meeting of the members a report of the condition of the business of the Chapter;
- (c) Shall cause to be called regular and special meetings of the members and Officers in accordance with these Bylaws;
- (d) Shall represent the Chapter as a member of the Barry University Alumni Association Board of Directors or appoint another Chapter member to fulfill this function;
- (e) Shall enforce these Bylaws and perform all the duties incident to the position and office which are required by law.

- (f) The current President of the Law School Chapter shall be an ex-officio member of the Barry University Alumni Association Board of Directors. The immediate Past President may be considered for appointment to Barry University Alumni Association Board of Directors.

VICE-PRESIDENT

- (a) Shall during the absence and inability of the President to perform his duties or exercise his powers, as set forth in these Bylaws, have all the powers and be subject to all responsibilities that are hereby given to or imposed upon such President;
- (b) Shall coordinate committees deemed advisable by the Alumni Chapter Executive Board.

SECRETARY

- (a) Shall record the minutes of the meetings of the Chapter and Alumni Chapter Executive Board and all business of the Chapter;
- (b) Shall safely and systematically keep all books and records of accounts of the Chapter;
- (c) Shall exhibit at all reasonable times his/her books to any member of the Chapter at each regular meeting of the Alumni Chapter Executive Board, and at the Annual Meeting of the members
- (d) Shall maintain an ongoing roster of members, including contact information for each member, the contents of which shall be shared with the Office of Institutional Advancement on a regular basis to ensure that both have an accurate and complete list.

EXECUTIVE OFFICER TO THE BAR

- (a) Shall be the official representative of the Law School Alumni Chapter to the Orange County Bar Association, the Florida Bar Association and the American Bar Association;
- (b) Shall in conjunction with the Vice-President to coordinate and chair a committee to gather and report information to and from the Alumni Chapter and the various Bar Organizations mentioned above.
- (c) If no member is elected to this position during a given term, the Law School Director of Institutional Advancement shall serve as a liason between the Law School Chapter and the named Bar Associations as directed by the Officers and Executive Committee.

Article IV – Committees

- Section 1. Number of Committees: there shall be any such committees as may be deemed advisable by the Alumni Chapter Executive Board.
- Section 2. Appointments: The President, with the approval of the Executive Committee, shall appoint the chairman of each committee.
- Section 3. Qualifications: All members in good standing are eligible to serve on a committee. Committee Chairs shall be subject to the same requirements as those for Officers and Executive Committee members as stated in Article IV, Section 3 of the Constitution and Article II, Section 2 of these Bylaws.

Article V – Procedure

- Section 1. Bylaws: To meet temporary conditions as they arise. Bylaws may be adopted at any Special Meeting of the Chapter;
- Section 2. Amendments: Bylaws may be amended by a two-thirds vote of the members in good standing who are present at any Special Meeting of the Chapter provided that the substance of the proposed amendment had been submitted with notice for the meeting;
- Section 3. Procedure: Robert's Rules of Order govern.

3/10/2008