

# ASSOCIATION OF AMERICAN LAW SCHOOLS

Bylaws of the AALS Section on [Name]

## **Article I. Name and Purpose**

Section 1. *Name.* This Section shall be known as the *Section on [Name]*.

Section 2. *Purpose.* [The purpose of this Section is to...]

## **Article II. Membership**

Section 1. *Regular Members.* Membership is open to faculty and professional staff of a law school that is a member of the Association of American Schools (AALS).

Section 2. *Associate Members.* Associate membership is open to others who are concerned with the teaching, administration, and improvement of legal education. The number of Associate Members may not exceed 25 percent of the regular membership.

Section 3. *Privileges of Members.* Regular members may vote in person at all Section meetings, may hold office, and may participate in all activities of the Section. Associate Members may not vote or hold a position in the Section.

## **Article III. Officers**

Section 1. *Named Officers.*

a. *Officers.* The named officers of this Section are the [Chair, Chair-Elect, and Secretary].

b. *Duties.*

I. *Chair.* The Chair of the Section shall [ ]

II. *Chair-Elect.* The Chair-Elect of the Section shall [ ]

III. *Secretary.* The Secretary of the Section shall [ ]

c. *Eligibility.* Officers of the Section shall be current full-time faculty or professional staff of law schools that are members of the Association of American Law Schools.

d. *Election.* The Chair-Elect and Secretary shall be elected at the annual meeting of the AALS by the membership.

e. *Term.* The officers named in paragraph (a) shall serve for a term of one year.

Section 2. *Executive Committee.*

- a. *Membership.* The Executive Committee of the Section shall consist of the immediate past Chair, and *at least* three more individuals outside of the Section's Officers (Chair, Chair-Elect, Secretary, Treasurer (if applicable)) may be elected by the Section membership.
- b. *Duties.* The Executive Committee shall advise the Chair, Chair-Elect, and Secretary and shall discharge other such functions as it may, from time to time, undertake upon majority vote.
- c. *Meetings.* The Executive Committee shall meet each year at the annual meeting of the AALS, and otherwise on call of the Chair.
- d. *Eligibility.* Members of the Executive Committee of the Section shall be full-time faculty members, or professional staff of law schools that are members of the Association of American Law Schools.
- e. *Election.* The Executive Committee shall be elected at the annual meeting of the AALS.
- f. *Term.* Executive Committee members shall serve for a term of one year, commencing at the conclusion of the annual meeting at which they are elected.
- g. *Special Committees.* Special committees may be created by majority vote of the Executive Committee. The Chair shall appoint the membership of any such special committee, with the advice and consent of the Executive Committee. The special committees shall have such duties as are assigned to them by the Executive Committee.

**Article IV. Nominations and Elections**

Section 1. *Nominations.* At or immediately following the annual meeting, the chair shall appoint the new slate for the subsequent year. The Nomination Committee shall consist of at least three members of the Section and shall include at least one past chair of the Section. The Nomination Committee shall receive and consider suggestions of persons to serve as officers and members of the Executive Committee of the Section and shall report a slate of nominees to the Section for election before the next annual meeting of the AALS. All nominees must be members in good standing of the Section.

Section 2. *Elections.* The officers and other members of the Executive Committee of the Section shall be elected at the annual meeting or by mail, including electronic mail, prior to the annual meeting. Nominations from the Nominating Committee shall be circulated to members of the Section at least one month before the election is held. Elections can be at the meeting or by mail, including electronic mail.

## **Article V. Filling of Vacancies**

If an Officer or Executive Committee member resigns, becomes ineligible to serve, or dies, the position shall be filled promptly. If the position of Chair becomes vacant, the Chair-elect shall become the Chair. If the position of Chair-elect becomes vacant, the Chair, with the advice and consent of the Executive Committee, shall appoint the Secretary to serve as Chair-elect until the next annual meeting of the AALS. If the position of Secretary or the position of an Executive Committee member becomes vacant, the Chair, with the advice and consent of the other Executive Committee members, shall appoint a person to the position to serve until the next annual meeting of the AALS.

## **Article VI. Income and Authorized Expenditures**

### **Section 1. *Non-law Speaker Funding.***

- a. Sections may wish to invite a non-law school speaker to their annual meeting program. If your Section is considering this, keep the following AALS policies in mind:
  - I. AALS will waive meeting registration fees for any non-law school speakers.
  - II. A Section may request up to \$900 for reimbursement of a non-law school speaker travel, meal and lodging costs. The Section must request those travel funds from AALS by the designated AALS deadline (see Section Officer Planning Guide for designated year).
  - III. All speakers, moderators, and presenters from law schools (both AALS member/fee-paid schools and non-member, non-fee-paid schools) are required to pay the Annual Meeting registration fee and cover their travel expenses.

### **Section 2. *Filing for Reimbursement of AALS Section Awards.***

- a. Sections with awards at the Annual Meeting may be reimbursed up to \$100 for award plaques. Section Chairs or their designee pay this cost upfront and are reimbursed upon submitting a receipt to AALS. Reimbursement requests should be sent in by the designated AALS deadline (see Section Officer Planning Guide for designated year).

### **Section 3. *Other Section Expenses and Co-sponsorship.***

- a. Upon request by a Section, the AALS Executive Committee may appropriate general AALS funds to support Section activities or programs. Please note that co-sponsoring events outside of AALS (regardless of monetary donation) must be approved by the AALS Executive Committee.

## **Article VII. Policy Statements**

Section 1. *Policy Statements.* Sections are components of the AALS. Thus, any statements of policy adopted by a Section or similar positions may be made public only in accordance with the Bylaws and Executive Committee Regulations of the AALS.

Section 2. *Diversity, Equity, and Inclusion.* Every effort should be made to ensure diversity in Section programming presenters, and awards. Diversity is defined broadly to include ideological diversity, diversity in schools represented, diversity in faculty and administrative responsibilities, and diversity based on race, color, religion, national origin, sex, gender (including identity and expression), sexual orientation, age, or disability.

The Section strives to welcome new members into the Section and provide professional development opportunities to junior scholars and administrators. As such, in addition to the diversity qualities listed above, the Section's programming at annual meeting will include first time AALS presenters.

## **Article VIII. Amendments**

These bylaws may be amended at the annual meeting of the Section by a majority of the regular members of the Section present and voting. The amendment takes effect when it is approved by the AALS under applicable procedures.