

BYLAWS

ASSOCIATION OF AMERICAN LAW SCHOOLS

Bylaws of the Section on

Pre-Law Education and Admission to Law School

Article I, Name and Purpose

Section 1. Name. This section shall be known as the Section on Pre-Law Education and Admission to Law School.

Section 2. Purpose. The purpose of this section is to promote the communication of ideas, interests, and activities among members and to make recommendations on matters of interest touching on education prior to law school admission, the advising and counseling of pre-law students, and the law school admissions process.

Article II, Membership

Section 1. Membership.

- (a) Membership in the Section is open to faculty members and professional staff of a law school that is a member of the Association of American Law Schools (AALS).
- (b) Associate membership is open to others who are concerned with the work of the Section. The number of Associate members shall not exceed 25 percent of the regular membership.

Section 2. Privileges of Members.

- (a) Regular members may vote and hold a position in a Section.
- (b) Associate members may participate in the programs, meetings and activities of the Section but may not vote nor hold office in the Section.

Article III, Officers, Committees

Section 1. Officers.

- (a) *Officers*. The officers of this Section are the chairperson, chairperson-elect, and secretary.
- (b) *Duties*.
 - I. *Chairperson*. The Chairperson of the Section shall preside at all meetings of the Section, of the Executive Committee, and of the Council. The Chairperson shall present at each annual meeting of the AALS a report of the Section for the prior year.

- II. *Chairperson-Elect.* The Chairperson-Elect of the Section shall assist the Chairperson, as the Chairperson may request, and shall perform the duties of the Chairperson during absence of the Chairperson.
- III. *Secretary.* The Secretary of the Section shall keep the minutes of the proceedings of the Section, the Council and the Executive Committee; shall maintain the section's records; and shall perform such other duties as the Chairperson may request.
- (c) *Eligibility.* Officers of the Section shall be current full-time faculty or professional staff of law schools that are members of the AALS.
- (d) *Election.* The Chair-Elect and Secretary shall be elected at or before the annual meeting of the AALS by the Section membership and shall qualify by acceptance.
- (e) *Term.* The chairperson elect shall succeed to the office of chair after their term as chairperson-elect. The chairperson-elect and secretary shall serve for a term of one year, commencing at the conclusion of the annual meeting at which they are elected.

Section 2. The Executive Committee.

- (a) *Membership.* The Executive Committee of the Section shall consist of the Officers, the Chairs of the Standing Committees, and the immediate past officers and immediate past standing committee chairs of the Section.
- (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) *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

Section 3. Standing Committees.

- a) *Committees.* The standing committees of the Section shall be (1) the Nominating Committee, the (2) Program Committee, and the (3) Communications Committee.
- b) *Duties.*
 - I. *Nominating Committee.* The Nominating Committee is led by the Chair of the Nominating Committee and shall be responsible for executing the Nomination and Elections process as detailed in Article IV below and for soliciting nominees for Section Awards. The Chair of the Nominating Committee may appoint members to the Committee in consultation with the Section Chairperson.
 - II. *Program Committee.* The Program Committee is led by the Chair of the Program Committee and shall be responsible for scheduling, coordinating, and executing the Section's programming such as webinars, socials, and annual meeting sessions. The Chair of the Program Committee may appoint members to the Committee in consultation with the Section Chairperson.
 - III. *Communications Committee.* The Communications Committee is led by the Chair of the Communications Committee and shall be responsible for coordinating all communication and marketing efforts of the Section with the goal of increasing

membership numbers and participation. The Chair of the Communications Committee may appoint members to the Committee in consultation with the Section Chairperson.

- c) *Eligibility.* Chairs of the Standing Committees of the Section shall be full-time faculty members, or professional staff of law schools that are members of the AALS. Committee members of the Standing Committees may be either members or associate members of the Section.
- d) *Election.* The Chairs of the Standing Committees shall be elected at or before the annual meeting of the AALS by the Section membership and shall qualify by acceptance.
- e) *Term.* Chairs of the Standing Committees shall serve for a term of one year, commencing at the conclusion of the annual meeting at which they are elected.

Section 4. Filling Vacancies. If an officer or other member of the Executive Committee resigns or becomes ineligible or unable to serve, the position shall be promptly filled. If the position of chair becomes vacant, the chair elect becomes the chair. If the position of chair elect becomes vacant, the chair, with the advice and consent of the other members of the Executive Committee, shall appoint a person to serve as chair elect until the next annual meeting of AALS at which time both a chair and a chair elect shall be elected. If the position of a member of the Executive Committee becomes vacant, the chair, with the advice and consent of the other members of the Executive Committee, shall appoint a person to the position to serve until the next annual meeting of the AALS.

Article IV, Nomination and Elections

Section 1. Nominations. The Nominating Committee for the subsequent year shall be appointed at or immediately following the annual meeting. The Nominating Committee shall consist of at least three members of the Section and shall include at least one past chairperson 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, Income

Section 1. Authorized Expenditures of Section Dues and Other Section Income. Section dues and other Section income may be spent in accordance with AALS Bylaws and Executive Committee Regulations.

Article VI, Policy Statements

Section 1. Policy Statements. Because Sections are part of the structure of the AALS, statements of policy adopted by a Section, or similar positions, shall be made public only after they are approved by the Executive Committee.

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 VII, Amendments

Section 1. 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 after it has been approved by the Executive Committee.